

MINUTES OF MEETING
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannon Lakes Community Development District was held on Wednesday, June 13, 2018 at 12:00 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

Present and constituting a quorum were:

Art Lancaster	Chairman
John Dodson	Vice Chairman
Wes Hinton	Supervisor
Karelyn Travieso	Supervisor (by phone)

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Ernesto Torres	GMS
Brian Stephens	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 12:00 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes from April 18, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes from the February 21, 2018 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Minutes of the April 18, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Update on Additional Security Camera Installation

Mr. Oliver stated the work is complete on the installation of an additional security camera outside of the community room.

FIFTH ORDER OF BUSINESS

Consideration of Updated Amenity Policies & Procedures Regarding Club Room Access

The board provided guidance to update the amenity policies to allow resident use of the clubhouse when not otherwise reserved or rented for meetings and events. Kitchen will remain closed. Similar age restrictions as the fitness center will be placed on usage of the clubhouse.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor the Update to the Amenity Policies & Procedures Regarding Club Room Access was approved in substantial form.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2018-02, Approving Proposed Fiscal Year 2019 Budget and Setting a Public Hearing Date for Adoption

Mr. Oliver presented the proposed budget for Fiscal Year 2019 and Resolution 2018-02.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Resolution 2018-02 Approving Proposed Fiscal Year 2019 Budget & Setting a Public Hearing Date to be August 15, 2018 at 12:00 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolutions 2018-03, Amending Resolution 2016-32 to Reduce Supervisor Dodson’s Term from Four Years to Two Years and Providing an Effective Date

Mr. Oliver explained at the original landowners election, we should have had two-four year terms and three-two years terms but it got recorded as three-four year terms, so John Dodson’s term needs to be reduced.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor Resolution 2018-03 Amending Resolution 2016-32 to Reduce Supervisor Dodson’s Term from Four Years to Two Years and Providing an Effective Date was approved.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

There being none, the next item followed.

C. District Manager

- 1. **Report on the Number of Registered Voters (70)**
- 2. **Consideration of Proposed Fiscal Year 2019 Meeting Dates**
- 3. **Consideration of Resolution 2018-04 Designation of Landowners' Meeting Date**

Mr. Oliver informed the board there are 70 registered voters residing in the District. A proposed meeting schedule for Fiscal Year 2019 is included in your agenda package. This item will be tabled until the next meeting. Resolution 2018-04 designates a landowners' election meeting date. We would suggest it to be held on November 6, 2018 at this location. Three seats will be up for election.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Resolution 2018-04 Designating November 6, 2018 at 12:00 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092 was approved.

D. Field Services – Operations Memorandum

Mr. Stephens presented the operations memorandum. Multiple leaks were repaired in the chemical injector system for the pool. All of the feeder tubes were replaced with a different kind of material. There have been no more leaks since those things happened. The fitness center air conditioner has been serviced.

TENTH ORDER OF BUSINESS

Supervisor's Request and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of May 31, 2018 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of May 31, 2018.

B. Assessment Receipt Schedule

Mr. Oliver stated included in your agenda package is a copy of the assessment receipt schedule.

C. Approval of Check Register

Mr. Oliver stated included in your agenda package is the check register.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor the Check Register was approved.

D. Approval of Funding Request No. 17

Mr. Oliver stated included in your agenda package is Funding Request No. 17.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor Funding Request No. 17 was approved.

Mr. Oliver presented Construction Funding Request No. 6 in the amount of \$52,006.84. They were paid by the Developer.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Construction Funding Request No. 6 was approved.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – July 18, 2018 at 12:00 p.m. at the Offices of GMS


Mr. Oliver stated the next scheduled meeting is July 18, 2018 at 12:00 p.m. at the Offices of GMS.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hinton seconded by Mr. Lancaster with all in favor the Meeting was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson