

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, August 15, 2018 at 12:15 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

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Brian Stephens	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 12:15 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes from June 13, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes from the June 13, 2018 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Dodson seconded by Mr. Lancaster with all in favor the Minutes of the June 13, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Budget for Fiscal Year 2019

A. Consideration of Resolution 2018-05, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2019

Mr. Oliver presented the Budget for Fiscal Year 2019.

On MOTION by Mr. Dodson seconded by Mr. Lancaster with all in favor the Public Hearing to Adopt the Budget for Fiscal Year 2019 was opened.

There were no public comments.

On MOTION by Mr. Dodson seconded by Mr. Lancaster with all in favor the Public Hearing to Adopt the Budget for Fiscal Year 2019 was closed.

Mr. Haber presented Resolution 2018-05, which relates to the annual appropriations and adopting the budget for Fiscal Year 2019.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Resolution 2018-05 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2019 was approved.

B. Consideration of Resolution 2018-06, Imposing Special Assessments and Certifying an Assessment Roll

Mr. Haber presented Resolution 2018-06, which imposes special assessments and certifies an assessment roll.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Resolution 2018-06 Imposing Special Assessments and Certifying an Assessment Roll was approved.

Mr. Haber recommended the board authorize the Chairman to negotiate an agreement with the Developer to provide for any additional amounts that are needed that are not collected by virtue of the assessments that were levied on the platted and un-platted property.

On MOTION by Mr. Dodson seconded by Mr. Hinton with all in favor a Developer Funding Agreement was approved with Chairman to negotiate the agreement and in substantial form.

FIFTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement with RREF III-P-EP Bannon Lakes JV, LLC

Mr. Haber presented the Construction Funding Agreement between the District and the Developer.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Construction Funding Agreement with RREF III-P-EP Bannon Lakes JV, LLC was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposal to Renew Agreement for Water Management Services with Lake Doctors, Inc.

Mr. Oliver presented the proposal to renew the agreement with Lake Doctors for water management services. This is in the amount of \$5,580 a year.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor the Proposal to Renew Agreement for Water Management Services with Lake Doctors, Inc. was approved.

SEVENTH ORDER OF BUSINESS

Presentation of the Fiscal Year 2017 Financial Audit

Mr. Oliver presented the Fiscal Year 2017 financial audit. This has been provided to the Auditor General. It is a clean audit and clean opinion.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Fiscal Year 2017 Financial Audit was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal for Amenity and Operation Management for Fiscal Year 2019 with Riverside Management Services

Mr. Oliver presented the proposal for amenity and operation management for Fiscal Year 2019 with Riverside Management Services. The board proposes a part-time attendant be staffed on Thursday afternoons, full days on Fridays and Saturdays and Sunday afternoons. The board would like justification for the increases stated in the proposal. This item was tabled.

NINTH ORDER OF BUSINESS

Approval of Change Order No. 4 with Vallencourt Construction

Mr. Lancaster discussed the Change Order No. 4 with Vallencourt Construction.

On MOTION by Mr. Hinton seconded by Mr. Dodson with all in favor Change Order No. 4 with Vallencourt Construction was approved.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor to Authorize the District to Fund Change Order No. 4 pursuant to the Funding Agreement was approved.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH 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

There being none, the next item followed.

D. Field Services – Operations Memorandum

Mr. Stephens presented the operations memorandum. The board requested that staff clear off bugs and spider webs from buildings.

TWELFTH ORDER OF BUSINESS

Supervisor’s Request and Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Financial Reports

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

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of July 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. Ratification of Construction Funding Request No. 7

Mr. Oliver stated included in your agenda package is Construction Funding Request No. 7.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor Construction Funding Request No. 7 was ratified.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – September 19, 2018 at 12:00 p.m. at the Offices of GMS


Mr. Oliver stated the next scheduled meeting is September 19, 2018 at 12:00 p.m. at the Offices of GMS.

FIFTEENTH ORDER OF BUSINESS Adjournment

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



Secretary / Assistant Secretary



Chairperson / Vice Chairperson