

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, April 17, 2019 at 1:00 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
Margaret Shultis	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Brian Stephens	RMS
Rich Whetsel	RMS
Danielle Simpson	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 1:00 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes from January 16, 2019 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes from the January 16, 2019 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 January 16, 2019 Meeting were approved.

FOURTH ORDER OF BUSINESS

Discussion of Potential Changes to FY19 Meeting Schedule Dates and Times

Mr. Oliver discussed moving the time of the board meetings to 1:00 p.m. instead of 12:00 p.m.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor to Change Board Meetings to 1:00 p.m. for Fiscal Year 2019 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Revised FY19 RMS Staffing & Services Proposal

Mr. Oliver discussed the RMS staffing and services proposal for Fiscal Year 2019. The budget line item is \$3,900. After board discussion, they decided on going with staffing for 24 hours a week on Thursday's, Friday's and Saturday's.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor the FY19 RMS Staffing & Services Proposal was approved as revised with staff being present 24 hours a week.

SIXTH ORDER OF BUSINESS

Consideration of Process to Establish a Community Club

Mr. Oliver discussed establishing a process for residents that would like to start clubs in the community.

On MOTION by Ms. Lancaster seconded by Ms. Shultis with all in favor the Process to Establish a Community Club was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of Quit Claim Deed (Duran Drive) by RREF III-P-EP Bannon Lakes JV, LLC

Mr. Haber discussed the quit claim deed by RREF III-P-EP Bannon Lakes JV, LLC.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor the Quit Claim Deed (Duran Drive) by RREF III-P-EP Bannon Lakes JV, LLC was accepted.

EIGHTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Proposal for Duran Drive

Mr. Oliver discussed the amended proposal with Landcare, which added \$625.25 per month for Duran Drive.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor the Landscape Maintenance Proposal for Duran Drive was approved.

NINTH ORDER OF BUSINESS

Consideration of Agreement with NewAgeTutors, LLC d/b/a VGlobalTech for Website Auditing and Remediation Services

Mr. Oliver presented the agreement with NewAge Tutors, LLC d/b/a VGlobalTech for website auditing and remediation services.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor the Agreement with NewAgeTutors, LLC d/b/a VGlobalTech for Website Auditing and Remediation Services was approved.

TENTH ORDER OF BUSINESS

Selection of Audit Committee

Mr. Oliver discussed having the board of supervisors serve as the audit committee.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Entire Board will Serve as the Audit Committee was approved.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH 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

Mr. Oliver advised approving the proposed budget for FY20 at the May board meeting.

D. Field Services – Operations Memorandum

Mr. Stephens presented the operations memorandum. Mr. Lancaster requested the City right-of-way being mowed and trash picked up on a regular basis to Wendy’s and back.

THIRTEENTH ORDER OF BUSINESS Supervisor's Request and Audience Comments

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of February 28, 2019 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of February 28, 2019.

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. Dodson with all in favor the Check Register was approved.

D. Ratification of Construction Funding Request No. 16-18

Mr. Oliver stated included in your agenda package is Construction Funding Request No. 16-18.

On MOTION by Mr. Lancaster seconded by Ms. Shultis with all in favor Construction Funding Request No. 16-18 were ratified.

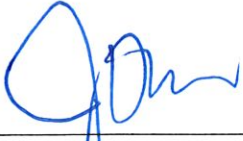
FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting – May 15, 2019 at 1:00 p.m. at the Offices of GMS

Mr. Oliver stated the next scheduled meeting is May 15, 2019 at 1:00 p.m. at the Offices of GMS.

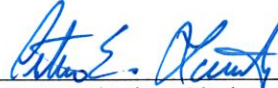
SIXTEENTH ORDER OF BUSINESS

Adjournment

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



Secretary / Assistant Secretary



Chairperson / Vice Chairperson