

**MINUTES OF MEETING  
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bannan Lakes Community Development District was held on Wednesday, February 5, 2020 at 1:00 p.m. at the Northeast Florida Regional Airport Conference Center, 4730 Casa Cola Way, St. Augustine, Florida 32095.

Present and constituting a quorum were:

Art Lancaster	Chairman
John Dodson	Vice Chairman
Linda Scandurra	Supervisor
Chris Hill	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)
Brian Stephens	Operations Manager
Robin Nixon	Amenity Manager
25 Residents	

**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**

**Affidavits of Publication**

Mr. Oliver stated included in your agenda package is a copy of the affidavits of the St. Augustine Record's publication of required notices of the public hearing to be held today.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the November 6, 2019 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the audit committee minutes from the November 6, 2019 meeting.

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On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor the Minutes of the November 6, 2019 Meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Adopt Amended and Restated Rules of Procedure; Consideration of Resolution 2020-03**

Mr. Haber stated what you have in your agenda package is the final version of the amended rules. The board was provided with a resolution at the last meeting that set the public hearing for today. At that time, the board also was provided with a copy of the old rules that were redlined that showed the changes. From day one this District put a set of rules in place. The rules you have in place govern a number of things. From year to year our office monitors the legislative session and if there are changes in the law that would impact the rules then our office makes revisions to your rules and then makes a recommendation to all of the CDDs that we represent.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Public Hearing to Adopt Amended and Restated Rules of Procedure was opened.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor Resolution 2020-03 Adopting the Amended and Restated Rules of Procedure was approved.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Public Hearing to Adopt Amended and Restated Rules of Procedure was closed.

**SIXTH ORDER OF BUSINESS**

**Other Business**

Mr. Oliver stated we shared three proposals with the board for some renovations to the dog park, particularly drainage issues. The proposals are to install pavers areas which become muddy after rain storms. Of the three proposals, the best value in terms of lowest cost and best quality was Coastal Pavers. I have already discussed this with the Chairman and Robin.

On MOTION by Mr. Dodson seconded by Ms. Scandurra with all in favor the Proposal from Coastal Pavers for Pavers for Dog Park at a Cost of \$7,100 was approved.

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Mr. Lancaster asked what is the timeframe on getting those pavers in?

Ms. Nixon responded I believe it should take four to six weeks.

**SEVENTH 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 stated the Fiscal Year 2019 financial audit is in progress. We will be presenting it your next meeting.

**D. Field Services – Operations Memorandum**

Mr. Stephens stated we have repaired one landscape light at the front entrance.

Mr. Lancaster stated I know there was a big concern about landscaping. Do you want to go ahead and address that?

Mr. Greg Hagger responded last year they mulched to the end of the duplexes but never finished mulching down the berm to the end of the court. Robin put me in contact with you and you said you would go out and look at it. Since then, they have come out and trimmed the trees and pulled out all of the dead hedges, but we do not have any mulch.

Mr. Stephens stated they finished cleaning that area yesterday and the mulch is to follow within a week or two. You should see the plant material being replaced next week with the mulch to follow.

A resident stated the light that is in my grass and in between my house and my neighbors house has been out for a while.

Mr. Lancaster stated I think there has been some confusion between the responsibilities of the Community Development District and public right-of-way and what your builders have built. Really, the Community Development District is responsible for just Bannon Lakes Boulevard, the entry along IGP, the amenity center and Duran Drive. The second that you turn off of Bannon Lakes Boulevard or Duran Drive into your community then it is St. Johns County and that lighting would be through FP&L. The best contact is your builder, since they are still

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active out there. The roads are public. They have been accepted by St. Johns County, so you can always call St. Johns County Public Works and try to get direction from them.

A resident asked have all of the roads in Bannon Lakes CDD been accepted by the County?

Mr. Lancaster responded I am not sure because each builder is responsible for their own acceptance outside of the District's responsibility.

A resident asked is Bannon Lakes Boulevard going to be extended at all?

Mr. Lancaster responded there is a small extension to be done just past Lennar and then it splits off into two final phases. The total unit count for Bannon Lakes for residential was 999 in the original PUD. That is because the State had caps at that point. Those caps have now gone away. Right now, there are 550 homes that are developed and there are another 440 to go.

A resident asked so you are saying there is going to be two subdivisions back there?

Mr. Lancaster responded right.

A resident asked so one on the right and one on the left?

Mr. Lancaster responded right.

A resident asked do we know who those builders are?

Mr. Lancaster responded not at this time. The development entity is working with them but right now, we do not have a timing for that to happen. We would expect that road to be extended before the end of the year.

A resident asked do you know how much further you are going to take the road down Bannon Lakes Boulevard?

Mr. Lancaster responded it is a very short distance. There is a pond that has been built back there and it basically dead ends into that pond.

A resident asked is the current amenity center going to support that?

Mr. Lancaster responded yes. That amenity center was actually designed oversized for this size of project.

#### **E. Amenity Report – Manager's Report**

Ms. Nixon stated we still have food trucks coming out every week. We have had a few seminars recently. We had a health seminar and a traveling one. We had a huge holiday party that was a hit. This Friday we are having our Valentine's Day event.

Mr. Lancaster stated we finally got a new big fan to replace the one at the amenity center.

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Mr. Stephens stated I received confirmation yesterday that it will ship today.

Mr. Lancaster stated we fought them pretty hard on that because that is a \$5,000 fan. We did not expect for it to not be warranted because they are supposed to have a 10 year warranty on them.

Ms. Nixon stated our Stairmaster is coming today.

A resident asked is there anyway the fitness center could open at 4 a.m.?

Mr. Lancaster responded I don't have a problem with that.

On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor to Change the Opening of the Fitness Center to be at 4:00 a.m. was approved.

A resident asked what about keeping the pool open later?

Mr. Oliver responded Florida Department of Health does not allow a pool that is not certified for night swimming to be open later than dusk. The pool hours are dawn to dusk.

A resident asked how do we get rid of the dog poop on the sidewalks?

Ms. Nixon responded it is from the geese.

Mr. Lancaster stated I think we should try to keep the problem areas clean.

Ms. Nixon stated I will send out an email blast to residents reminding them to pick up their dog poop on a regular basis.

**EIGHTH ORDER OF BUSINESS**                      **Supervisor's Requests**  
There being none, the next item followed.

**NINTH ORDER OF BUSINESS**                      **Audience Comments**

Mr. Lancaster stated we will keep the meeting times as they are currently for now. If we see a need for evening meetings, then we can look into that at a future time.

A resident asked how much is the second HOA?

Mr. Lancaster responded there is a master association, so when a community is put together there are always master covenants and restrictions that are put on the lands. Those are mainly to maintain architectural value and integrity to the community. That is a whole separate Florida Statute and whole separate set of rules. Because a Community Development District

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already has a very intricate operating mechanism, it can run pretty much all of the items that an HOA does. As a Developer, you can select an HOA to run the community and the CDD can have a smaller role. The CDD runs so much of the property and an HOA is basically an easement over the property. Leland Management is over the master association. It is really there just for the protections of the community for lien enforcements. The master association for Bannon Lakes really sits very silent. They really don't do much but maintain very minor books and make sure we are meeting our regulations. Everything else is done by your sub association within your own community.

Mr. Haber stated Chapter 190 doesn't give CDDs authority to enforce covenants and restrictions.

A resident asked do we have a company that comes and cleans the facility?

Mr. Lancaster responded it should be done once a week. Robin and I were discussing to get bids on new cleaners.

A resident stated we closed on the last day of August and we paid off \$20,000 to the CDD. I have never received any receipt or statement from the CDD. The builder has been the liaison for me. I also received a statement that I still owed the full amount of CDD fees. The response I got back was sorry we will account for it next year.

Mr. Oliver stated I will look into it. I will get with you after the meeting and get more details. All of that information should be on your closing statement.

A resident stated at the last meeting there was discussion about the entrance getting maintained.

Mr. Lancaster stated I believe we increased our budget with Landcare and started having them maintain the perimeter there. The interior of that property has all kinds of hazards in it because it was a tree farm. We would love to go in there and do a mow of it but there are metal straps that are buried in the ground, so it is going to take development of the property to clean that property.

A resident stated at the last meeting someone asked if you could restripe the yellow lines on Bannon Lakes Boulevard but I haven't seen that happen yet.

Mr. Lancaster stated I will call Vallencourt as soon as we get out of here. I did address it but I didn't follow up.

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A resident asked are you going to replace the two trees that were cut down on Bannon Lakes Boulevard?

Mr. Lancaster responded yes. We are going to replace them with two 350 gallon six inch oak trees. We are also replacing the ones that were installed at the amenity center because they were undersized, and they didn't grind the root balls down.

A resident asked are we doing anything to keep people from accessing the area to be developed?

Mr. Lancaster responded St. Johns River Water Management District does leases on that property. We have no control over that.

A resident stated if you go on the website it says it is leased to a gun club.

Mr. Lancaster stated there is a gun club south toward the outlet mall.

A resident stated I am talking about right next to Bannon Lakes.

Mr. Lancaster stated now I know what you are talking about. It is not a gun club. It is called Nine Mile Hunt Club. The original property was owned by a large group called the Nine Mile Gang. John and I bought that property back in 2005 and we called it the Nine Mile Hunt Club. It is all conservation land.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of December 31, 2019 and Statement of Revenues & Expenditures**

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of December 31, 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. Hill with all in favor the Check Register was approved.

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**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 6, 2020 at 1:00 p.m. at the Northeast Regional Airport Conference Center, 4730 Casa Cola Way, St. Augustine, FL 32095**

Mr. Oliver stated the next scheduled meeting date is May 6, 2020 at 1:00 p.m. at this location.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:

*James Oliver*

Secretary / Assistant Secretary

DocuSigned by:

*Art Lancaster*

Chairperson / Vice Chairperson