

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 Thursday, February 27, 2025, at 6:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Kim Crenier	Vice Chairperson
Sandy Gehring	Supervisor
Thomas Cooper <i>by phone</i>	Supervisor
John Ter Louw	Supervisor

Also present were:

Jim Oliver	District Manager, GMS
Matt Biagetti	GMS
Jeff Johnson	RMS
Diana Lambert	RMS
Emily Wright	RMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order. Three Supervisors were in attendance constituting a quorum. Mr. Cooper joined by phone. Mr. Oliver recognized Diana's retirement and great service to the District.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Oliver opened the public comment period for agenda items only. There being no comments, next item followed.

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THIRD ORDER OF BUSINESS

Approval of Minutes of the January 23, 2025 Meeting

Mr. Oliver presented the minutes from the January 23, 2025 Board of Supervisors meeting and asked for any comments, corrections, or changes. The Board had no revisions.

On MOTION by Mr. Louw, seconded by Ms. Gehring, with all in favor, the Minutes of the January 23, 2025 Meeting, were approved 4-0.

FOURTH ORDER OF BUSINESS

Discussion Items

- A. Amenity Policies**
- B. Master HOA**
- C. Pond Ownership**
- D. Amenity Center Enhancements (*Survey Results*)**
- E. Meeting Schedule**

Ms. Gehring discussed revisions to the current Amenity Policies to include signage for overnight parking and the Amenity Manager should authorize any parking with a pass displayed on the dashboard. She encouraged a small rental fee to be considered to offset cost of cleaning. The fee will be covered at the next meeting. Mr. Oliver updated the Board on the Master HOA, leave on agenda. He noted the key thing to know is what the existing costs are for the HOA's to manage the ponds and if there are any preexisting issues to address before transferring the ponds. Haley provided an update and presentation of the survey results led by residents with a 45% participation rate. Staff will work with the Board to put rough preliminary dollar amounts to projects. The Board discussed the meeting schedule which will be posted to the website.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, the FY25 Meeting Schedule, was approved 4-0.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Janitorial Services

- A. High Tech Commercial Cleaning**
- B. City Wide Facility Solutions**
- C. CT Pro Cleaners - Withdrew**

Mr. Johnson noted the biggest problem with Jani-King is inconsistency. He recommended the High Tech Commercial Cleaning 3 times per week at \$819/month or \$9,828/annual.

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On MOTION by Mr. Louw, seconded by Ms. Gehring, with all in favor, the Termination of Jani-King, was approved 4-0.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, the High Tech Commercial Cleaning Proposal for Janitorial Services, was approved 4-0.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal from Playmore
for Spiral Slide Barrier Replacements**

Mr. Oliver noted this is a piece of park equipment that needs to be repaired quickly. Playmore was the original company.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, the Proposal from Playmore for Spiral Slide Barrier Replacements for \$2,628.57, was approved 4-0.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Oliver had no other business to discuss.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report.

B. Engineer

The Vice Chair pointed out a tree ordinance by St. Johns County. Mr. Acree noted it would not affect Bannon Lakes. It's for new developments only.

C. District Manager

Mr. Oliver updated the Board on the budget process starting soon with a May approval and August adoption.

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D. Amenity & Operations Manager– Report

Ms. Lambert noted it's the slowest time of the year so not much to report but offered to take any questions. Emily Wright was introduced as the new amenity manager. Mr. Johnson reviewed the Operations Report and provided an update on the tilapia kill.

NINTH ORDER OF BUSINESS

Audience Comments

- Doug – stated he was happy with the survey but asked to fix the fountain in the pool and the heart monitor on elliptical machine. They had two swim lanes but now there is one, he asked to go back to two lanes.
- Resident – asked if the tilapia was stocked in the ponds. Mr. Oliver answered yes, during initial build.
- Resident – asked is kayaking in the ponds allowed? Mr. Oliver answered no, no launch site.
- Resident – stated there are cracked sidewalks from concrete barriers during construction on Bannon/Duran. Builder should replace.
- Resident – stated kayaking is a liability issue. No lifeguards for monitoring.
- Resident – asked about the timeline for construction. Staff is going to put dollars and cents on the different projects and take a look at what they have the money to do.
- Resident – asked how far is the Preserve completion? Mr. Oliver noted it is just over 50%.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Crenier spoke about senior assassins – not out for senior citizens but kids playing “senior assassins.” Asked staff to tell kids not to do it.

Ms. Gehring would like Emily to start looking at furniture replacement options for the amenity center.

Mr. Cooper updated the Board on SJCSO radar results along Bannon Lake Pkwy.

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ELEVENTH ORDER OF BUSINESS**Financial Reports****A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2024**

Mr. Oliver presented the unaudited financials as of January 31, 2025. He noted that there are no unusual variances. There are positive variances on the expenditure side. The fund for the Series 2022 bonds is at \$875k.

B. Assessment Receipt Schedules

Mr. Oliver noted the District is 96.76% collected on roll. Direct bill collections are at 50%.

C. Approval of Check Register

Mr. Oliver presented the check register for Board approval.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, the Check Register totaling \$1,135,406.32, was approved 4-0.

TWELFTH ORDER OF BUSINESS**Next Scheduled Meeting – To Be Determined**

Mr. Oliver stated the next meeting is on March 18, 2025 at 6:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Crenier, seconded by Ms. Gehring, all in favor, the meeting was adjourned 4-0.

DocuSigned by:

Jim Oliver

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Secretary / Assistant Secretary

Signed by:

Michael Sheldon

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Chairperson / Vice Chairperson