

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 Tuesday, March 18, 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:

Michael Sheldon	Chairperson
Kim Crenier	Vice Chairperson
Sandy Gehring	Supervisor
Thomas Cooper	Supervisor
John Ter Louw	Supervisor

Also present were:

Jim Oliver	District Manager
Alex Acree <i>by phone</i>	District Engineer
Jeff Johnson	RMS, Operations Manager
Emily Wright	RMS, Amenity Manager
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order. Five Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

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

THIRD ORDER OF BUSINESS

Recognition of Diana Lambert

Mr. Oliver stated staff got Diana Lambert a plaque but she is traveling right now.

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FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 27, 2025 Meeting

Mr. Oliver presented the minutes from the February 27, 2025 Board of Supervisors meeting and asked for any comments, corrections, or changes. Correction to fourth order of business item E meeting schedule, Resident Haley Miller provided an update.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, the Minutes of the February 27, 2025 Meeting, were approved as revised 5-0.

FIFTH ORDER OF BUSINESS

Discussion Items

A. Traffic Study

Supervisor Cooper updated the Board on SJSO ability to offer traffic control/speed enforcement program. The Board authorized Supervisor Cooper to work with staff to begin program on a trial basis. District Manager will work with John and Alex on the sign issue as well as call SJSO.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, Authorizing Supervisor Cooper to Work with Staff on Traffic Study, was approved 5-0.

B. Master HOA

Mr. Oliver noted the reason the Master HOA is on the agenda is the developers are coming off that Board and want to see interested residents on the Board for the Master HOA. Supervisor Sheldon discussed the Master HOA mission and potential change of Board members. The CDD has an interest in working closely with the MHOA. More research to be conducted. Leland is current HOA management company.

C. Pond Ownership

Supervisor Sheldon discussed proposed conveyance of neighborhood ponds (Stormwater Management Facilities or SMF) from various HOAs to CDD. They are awaiting responses from HOAs regarding level of interest and cost & SMF condition assessment.

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D. Amenity Center Enhancements

The Board authorized Emily to purchase a \$500 or less piece of furniture.

E. Preserve at Bannon Lakes Tract Dedication

Mr. Oliver noted this is a request from Pulte to convey two lakes and adjoining common areas to the District. Tabled as CDD gathers more information.

SIXTH ORDER OF BUSINESS

Other Business

Ms. Gehring spoke about adding a small nonrefundable fee for private parties at the amenity center that would be different from the deposit. The policies and procedures would need to be changed to reflect that.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, to Add a Small Nonrefundable Fee for Private Parties, was approved 5-0.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing specific to report but offered to take any questions.

B. Engineer

Mr. Acree reported on Bio-Tech actions related to SJRWMD required monitoring and mitigation. Per SJRWMD permit, there are a lot of wetland mitigation requirements and some onsite wetland enhancement areas that require routine monitoring. The pond in the very North West portion has a littoral shelf that requires quarterly monitoring. Mr. Oliver noted this is simply to meet the Districts permit conditions with the Water Management District. He will bring that document to the next meeting.

C. District Manager

Mr. Oliver spoke about the capital projects survey that was presented last month. Staff provided rough preliminary cost estimates to each ranked project. Data to be further refined for evaluation by Board. The top five ranked projects per survey results are (1) gym expansion, (2) heat pool, (3) nature trail (walking trail), (4) landscape and other improvements to Bannon Lakes

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Blvd, and (5) playground improvements. Will coordinate with engineer and architect for assistance in conceptual options for Board discussion. Other potential projects are still viable.

Mr. Oliver noted the Board is required to approve a budget by June 15th of each year. In this case, it will be approved at the May meeting. The District will adopt a budget in St. Johns County by September 1st so the assessment roll can be turned in. This will give 90 days or so to refine the budget.

D. General Manager– Report

Mr. Johnson submitted his report and asked for any questions. Ms. Wright reviewed the Amenity Managers Report.

EIGHTH ORDER OF BUSINESS

Audience Comments

- Wayne Godwell (251 Rock Spring) – Asked if looking at roundabouts, speed bumps or sign of police are options for the CDD for St. Johns Co. to implement those features in the roadway.
- Sandra Lovett (Bridge Bay) – Does the Grove have a pond. Does their stormwater runoff have something to do with them being included? A Supervisor stated yes, they are aware.
- Alyssa Keadow (The Preserve) – Is there anything the community can do about scooters and e-bikes? Licensing is not required for scooters but golf cart drivers require a driving permit. The Board will look into whether e-bikes & scooters can be banned.
- Emily (Bridge Bay) – What is the liability that the CDD assumes for the not approved? Mr. Oliver noted none. The driver and owner are responsible for obeying the law.
- Haley (Preserve – Live Oak Circle) – Asked for clarification on the speeding and the sign, will it be a 25-mph sign or blinking light sign? They will get the cost for blinking light.
- Kelly Parker (The Preserve) – Possibility of a traffic camera with radar attached?
- Dwayne (South Shore) – Spoke about two portable goals that the kids tore up the nets and the goals were taken away permanently. How can they get the nets back and implement measures to prevent it from happening instead of taking it away? Kids have damaged the goals several times. The goals were not taken away, they were damaged beyond usable. The resident recommended investing in sturdier goals. Mr. Oliver recommended getting 2 upgraded goals and figure out a process.

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- Sarah (Orchard Cove) – Are CDD fees going up? Mr. Oliver noted there is money in the budget for capital work but there will be O&M each year to operate and maintain so that would be extra. Anything you build and operate will have to be maintained, repaired, or replaced.
- Resident – With the possibility of the ponds converting to CDD, will the HOA drop? Mr. Oliver noted it should.
- Michael Craig (Orchard Cove) – Noted how the HOA presented it to him, the CDD already has control of all of the ponds.
- Resident – When considering enhancement of the fitness center, is there a way to have an external lock area that can be signed off by someone for equipment?

NINTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Crenier is creating a Bannon Lakes Veterans Group. She will post information about a meeting on both Bannon Lakes pages.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending February 28, 2025

Mr. Oliver presented the unaudited financials as of February 28, 2025. The capital reserve fund has \$60,779 and the Series 2022 construction fund has a balance of \$878,000. There are positive variances in all areas on the income statement.

B. Assessment Receipt Schedules

Mr. Oliver noted the District will be fully collected in the next month or so.

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, was approved 5-0.

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ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – 04/15/2025 at
6:00 p.m. at the World Golf Village
Renaissance Hotel**

Mr. Oliver stated the next meeting is on April 15, 2025 at 6:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Gehring, seconded by Ms. Crenier, all in favor,
the meeting was adjourned 5-0.

DocuSigned by:

Jim Oliver

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Secretary / Assistant Secretary

Signed by:

Michael Sheldon

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Chairperson / Vice Chairperson