## **BANNON LAKES**

Community Development District

July 29, 2020

## Bannon Lakes

## Community Development District

475 West Town Place, Suite 114, St. Augustine, Florida 32092 Phone: 904-940-5850 - Fax: 904-940-5899

July 23, 2020

Board of Supervisors Bannon Lakes Community Development District

Dear Board Members:

The Bannon Lakes Community Development District Board of Supervisors Meeting is scheduled for **Wednesday**, **July 29**, **2020** at **1:00** p.m. via *ZOOM*. Following is the advance agenda for the meeting:

#### **Regular Meeting**

- I. Call Order
- II. Public Comment
- III. Affidavits of Publication
- IV. Approval of Minutes of the May 6, 2020 Meeting
- V. Presentation of Fiscal Year 2019 Financial Audit
- VI. Consideration of Resolution 2020-06, Resetting the Date and Time of the Public Hearing on the Proposed Budget
- VII. Public Hearing
  - A. Consideration of Resolution 2020-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021
  - B. Consideration of Resolution 2020-08, Imposing Special Assessments and Certifying an Assessment Roll
- VIII. Consideration of Resolution 2020-09, Designating Landowners' Meeting Date
  - IX. Consideration of First Amendment of Amenity Management Services with RMS
  - X. Consideration of Second Amendment of Field Operations & Janitorial Services with RMS
  - XI. Other Business
- XII. Staff Reports
  - A. District Counsel
  - B. District Engineer Approval of Requisitions No. 145 & 146
  - C. District Manager Presentation of Meeting Schedule for FY 2021
  - D. Field Services Operations Memorandum
  - E. Amenity Report Amenity Report
- XIII. Supervisor's Requests
- XIV. Audience Comments
- XV. Financial Reports

- A. Balance Sheet as of June 30, 2020 and Statement of Revenues & Expenditures
- B. Assessment Receipt Schedule
- C. Approval of Check Register
- XVI. Next Scheduled Meeting <u>TBD</u>
- XVII. Adjournment

The fourth order of business is the approval of minutes of the May 6, 2020 meeting. A copy of the minutes is enclosed for your review.

The fifth order of business is the presentation of fiscal year 2019 financial audit. A copy of the financial audit is enclosed for your review.

The sixth order of business is the consideration of resolution 2020-07, resetting the date and time of the public hearing on the proposed budget. A copy of the resolution is enclosed for your review.

The seventh order of business is the public hearing for budget adoption. First the Board will consider resolution 2020-08, relating to annual appropriations and adopting the budget for fiscal year 2021. Then, the Board will consider resolution 2020-09, imposing special assessments and certifying an assessment roll. A copy of each resolution is enclosed for your review.

The eighth order of business is the consideration of resolution 2020-10, designating Landowners' meeting date. A copy of the resolution is enclosed for your review.

The ninth order of business is the consideration of first amendment of amenity management services with RMS. A copy of the agreement is enclosed for your review.

The tenth order of business is the consideration of second amendment of field operations & janitorial services with RMS. A copy of the agreement is enclosed for your review.

Listed under Engineer Reports is the approval of requisitions No. 145 & 146. A copy of the requisitions are enclosed for your review.

Listed under Manager Reports is the presentation of meeting schedule for FY 2021. A copy of the meeting schedule is enclosed for your review.

Listed under Field Services Reports is the operations memorandum. A copy of the memorandum is enclosed for your review.

Listed under Amenity Reports is the Manager's report. A copy of the report is enclosed for your review.

Copies of the balance sheet and statement of revenue & expenditures, assessment receipt schedule and check register are enclosed for your review.

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (904) 940-5850.

Sincerely,

### James Oliver

James Oliver District Manager



## Bannon Lakes Community Development District Revised Agenda

Wednesday July 29, 2020 1:00 p.m. Northeast Florida Regional Airport Conference Center 4730 Casa Cola Way St. Augustine, Florida 32095 bannonlakescdd.com Call In # 1-888-757-2790 Code 509700

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THE ST. AUGUSTINE RECORD Affidavit of Publication

**BANNON LAKES CDD - GMS** 475 W TOWN PLACE, STE 114

SAINT AUGUSTINE, FL 32092

ACCT: 15652 AD# 0003291180-01

PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

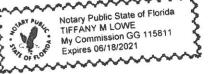
#### STATE OF FLORIDA COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a NOTICE OF HEARING in the matter of BUDGET FY 2020/2021 was published in said newspaper on 07/06/2020, 07/13/2020.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

Sworn to (or affirmed) and subscribed before me by means of	
[ I physical presence or	
JUL 1 3 2020	
this day of	
by who is personally known	to
me or who has produced as identification	
Dillor M. Zorce	

(Signature of Notary Public)



BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2020/2021 BUDGETS; NOTICE OF REMOTE BUDGETS; NOTICE OF REMOTE PROCEDURES DURING PUBLIC HEALTH EMERGENCY DUE TO COVID-19; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Bannon Lakes Community Development District ("District") will hold a public hearing on July 29, 2020 at 1:00 p.m. for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2020/2021"). Please note that pursuant to Resolution 2020-04, the District originally scheduled the public hearing for August 5, 2020 at 1:00 p.m., however, the date has been rescheduled to July 29, 2020 at 1:00 pm. A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092. (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at https://bannonlakesed.d.com/.

In light of the COVID-19 public health emergency, the District is conducting the public hearing and meeting by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69 and 20-150, issued by Governor Desantis, and any extensions or supplements thereof, and pursuant to Section 120.54(5/b)2... Florida Statutes.

While it is necessary to hold the above referenced public hearing and meeting but not limited to Executive Orders 20-52, 20-69 and 20-150, issued by Governor Desantis, and any extensions or supplements thereof, and pursuant to Section 120.54(5/b)2... Florida Statutes.

While it is necessary to hold the above referenced public hearing and meeting by telephota in the meeting can obtain the remote conference information (Zoom Application Link & Call-In Number) by visiting the District Manager's Office, both identified above. Participation in a seferon second of the public hearing and

may be continued to a date, time, and place to be specified on the record at the meeting.

As indicated above, the public hearing and meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct the District Manager's Office at least forty-eight (48) hours prior to the meetings.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Jim Oliver District Manager 0003291180 July 6, 13, 2020



## 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, May 6, 2020 at 1:00 p.m. via Zoom conferencing.

Present and constituting a quorum were:

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

Also present were:

Jim OliverDistrict ManagerWes HaberDistrict CounselBrian StephensOperations ManagerBre MeeksAmenity Manager

#### 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 of the February 5, 2020 Meeting** 

Mr. Oliver stated included in your agenda package is a copy of the minutes from the February 5, 2020 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 February 5, 2020 Meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-04, Approving Proposed FY 2021 Budget and Setting a Public Hearing Date for Adoption

Mr. Oliver stated included in your agenda package is a copy of the proposed budget for Fiscal Year 2021. The budget expenditures are essentially the same. There is some movement among line items, but assessments will remain the same. There is no increase in assessments. The debt service budget is the money that is collected from all property owners to service the bond debt. Thirty year bonds were issued to fund construction of CDD infrastructure. The debt service consists of two semiannual interest payments made on May 1<sup>st</sup> and November 1<sup>st</sup> of each year, as well as the principal payment made on May 1<sup>st</sup>.

On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor Resolution 2020-04 Approving the Proposed FY21 Budget and Setting a Public Hearing Date for August 5, 2020 at 1:00 p.m. at Florida Regional Airport Conference Center was approved.

#### FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-05, Adopting an Internal Controls Policy

Mr. Haber stated this document was really prepared in response to a change in the law that required units of government, including CDDs, to affirmatively put in place policies to prevent and detect waste and abuse. The CDD already had policies in place but we thought that it was in the CDDs best interest to put these policies in place to formally adopt a resolution, which adopts the policies.

On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor Resolution 2020-05 Adopting an Internal Controls Policy was approved.

#### SIXTH ORDER OF BUSINESS

Acceptance of Updated Amenity Facility Policies

Mr. Oliver stated at your last meeting you approved having an earlier opening for the fitness center to 4:00 a.m. We are encapsulating that into the policies. I met with the new amenity manager on Monday and she has gone through the existing policies in detail and has quite a few recommended changes. I would ask the board to allow me to work with her on these policies and bring them back to the board. We will table this item for now.

#### SEVENTH ORDER OF BUSINESS

Ratification of Phase One Re-Opening of District Facilities

Mr. Oliver stated once the Governor released his executive order, we moved as quickly as possible to reopen the District's facilities. We wanted to re-open facilities as soon as possible, while complying with Governor DeSantis' executive order and meet all CDC guidelines.. He clearly stated that we could not open fitness centers and that has not happened yet. Hopefully, that will open in phase two.

On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor the Phase One Reopening of District Facilities was approved.

#### EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

#### NINTH 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 – Report of Number of Registered Voters

Mr. Oliver stated included in your agenda package is a letter from the St. Johns County Supervisor of Elections informing us there are 428 registered voters residing in the District. This is a requirement of Chapter 190 of the Florida Statutes to announce this on the record every year. The District was established in September of 2015, so the next general election after that will be the general election of 2022. In 2022, through the general election process, two residents will join the board,. In 2024, we will have the general election of two more residents to the board.

#### D. Field Services – Operations Memorandum

Mr. Stephens stated I have nothing else to report other than what is in my operation manager's report in the agenda package.

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

Ms. Meeks stated the pool reopening has been a success. Everyone is following the rules as we set forth for them.

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#### TENTH ORDER OF BUSINESS Supervisor's Requests

There being none, the next item followed.

#### **ELEVENTH ORDER OF BUSINESS** Audience Comments

Mr. Oliver stated I received some emails from residents that I would like to discuss before I open it up to the residents. This request from a homeowner that said a construction worker was seen feeding alligators. We will certainly let Lennar know about that. In the meantime an email blast has gone out about the alligator nuisance hotline. In this case, Brian Stephens has contacted FWC about this alligator. There was another email that discussed a number of operational or community appearance deficiencies throughout the District. I will let Brian cover those a little bit later. This email was also shared with the Chairman. I have an email that was received on May 1<sup>st</sup> from a resident that was talking about the difficulty of making a left-hand turn off of Duran Drive into the community on Bannon Lakes Boulevard. There were some line of site issues with some of the landscaping. Brian Stephens is aware of that and he rode that property with the landscaper and they are going to make some changes there. I received an email earlier about the budget for special events. We have a \$5,000 budget for special events. Usually over the years as the community gets bigger that budget goes up. Right now, about \$2,500 has been expended for this fiscal year. Special events have been on hold because of social distancing recommendations, but there remains money in that line item.

A resident stated I am looking at the memorandum that Bre put out. There was reference that the facilities are being cleaned weekly. Do you think that is going to be adequate enough? Will you be putting up more wipe dispensers in the fitness center? Thank you for responding to add the lighting at the fitness center for us early risers.

A resident stated I live on Orchard Cove and we have had issues concerning fishing behind our homes. We have had several cars that were broken into. We have two attempts to break into a home.

A resident stated there are plenty of places to fish around the amenity center, so strangers shouldn't be coming in the back of homes.

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A resident stated I am from Southshore. I would like the board to consider how KB is running their operations as far as cleanliness and appearance and taking care of the area. Southshore looks horrible. We are constantly dealing with workers leaving stuff all over the place. The streets look horrible, unlike the other builders. We have people that are grossly going against what is in the HOA documents. I know KB already has a second HOA company in there and we are already having issues with that.

A resident stated KB Homes started working this morning at 6:30 a.m. building houses. The lake that they are responsible for behind Orchard Cove has huge plastic bags in it.

Mr. Oliver stated the message is clear on janitorial services. Regarding the issues with KB Homes, we will make them aware of those things. Fishing is one of the more complicated issues at every District. No one should be in anyone's back yard fishing, unless they have the permission of that resident. If someone is fishing from your backyard without permission, they are trespassing and you should call the sheriff's office non-emergency line. This CDD does not have security powers. We do not have the right to enforce trespassing laws but we can encourage people to be good neighbors and not trespass onto private property. I looked at the amenity policies earlier and fishing is allowed in the lakes.

Mr. Stephens stated the first email I will address is about some shortcomings around the community. Item number one was the holly trees around the amenity center still having straps on them. Those have since been removed. There is one light that is out at the front entrance and I am working with an electrician now to try to find a match for it, so we can get that replaced. The elm tree that was along Bannon Lakes Boulevard that blew over last week during a storm has been straightened up. There are also a number of Red Leaf Maples throughout the community. Some of them are in better shape than others. A lot of them were pretty well leafed out before we had those storms last week. Most of the leaves on the top were blown off. A large portion of them ended up in the pool. They are budding back out and I expect full recovery on a majority of them. I am meeting with an arborist next week to look at a number of other trees and we will look at the Red Leaf Maples, as well. We also got an email about the cattails in the back pond on Orchard Cove. Those were sprayed last week and they will be respraying them again with a second round of herbicide next week. They are already starting to show signs of yellowing and decay; however, one application is never enough for cattails.

Mr. Oliver stated thank you to the Chairman and Brian for coordinating the restriping of the road near the front entrance.

#### TWELFTH ORDER OF BUSINESS Financial Reports

## A. Balance Sheet as of March 31, 2020 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of March 31, 2020.

#### **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.

#### THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – August 5, 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 August 5, 2020 at 1:00 p.m. at the Northeast Regional Airport Conference Center.

#### FOURTEENTH ORDER OF BUSINESS Adjournment

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

Secretary / Assistant Secretary	Chairperson / Vice Chairperson



BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2019

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors Bannon Lakes Community Development District St. Johns County, Florida

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of Bannon Lakes Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2019, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Other Matters**

#### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

June 16, 2020

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Bannon Lakes Community Development District, St. Johns County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2019. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

#### FINANCIAL HIGHLIGHTS

- The liabilities of the District exceeded its assets at the close of the most recent fiscal year resulting in a net position deficit balance of (\$2,495,455).
- The change in the District's total net position in comparison with the prior fiscal year was \$96,680, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2019, the District's governmental funds reported combined ending fund balances of \$1,272,462, an increase of \$354,542 in comparison with the prior fiscal year. A portion of fund balance is non-spendable for prepaid items and deposits, restricted for debt service, unassigned deficit for capital projects, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

#### **OVERVIEW OF FINANCIAL STATEMENTS**

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management), recreation and maintenance functions.

#### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

#### OVERVIEW OF FINANCIAL STATEMENTS (Continued)

#### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental funds with similar information presented for governmental funds statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund which are considered major funds.

The District adopts an annual appropriated budget for its general and debt service funds. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

#### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

### NET POSITION SEPTEMBER 30,

		2018
	2019	(Restated)
Assets, excluding capital assets	\$ 1,285,272	\$ 1,160,809
Capital assets, net of depreciation	10,152,179	9,046,788
Total assets	11,437,451	10,207,597
Liabilities, excluding long-term liabilities	255,602	486,691
Long-term liabilities	13,677,304	12,313,041
Total liabilities	13,932,906	12,799,732
Net Position		
Net investment in capital assets	(3,525,125)	(3,266,253)
Restricted	679,105	434,511
Unrestricted	350,565	239,607
Total net position	\$ (2,495,455)	\$ (2,592,135)

#### GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase was due to ongoing program revenues exceeding depreciation and operating expenses.

Key elements of the change in net position are reflected in the following table:

### CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,

		2018		
	2019	(	Restated)	
Revenues:				
Program revenues				
Charges for services	\$ 1,372,010	\$	441,215	
Operating grants and contributions	10,329		-	
General revenues				
Miscellaneous	125		-	
Unrestricted investment earnings	 258		-	
Total revenues	1,382,722		441,215	
Expenses:				
General government	82,017		139,815	
Physical environment	466,258		1,359,762	
Culture/recreation	150,237		92,725	
Interest on long-term debt	587,530		588,540	
Total expenses	1,286,042		2,180,842	
Change in net position	96,680		(1,739,627)	
Net position - beginning (restated)	(2,592,135)		(852,508)	
Net position - ending	\$ (2,495,455)	\$	(2,592,135)	

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2019 was \$1,286,042. The majority of the costs of the District's activities were paid by program revenues. Program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue and miscellaneous income. The increase in revenues over the prior fiscal year is primarily due to an increase in prepaid assessments. In total, expenses decreased over the prior fiscal year primarily due to certain previously capitalized assets that were reclassified as expenses during the previous year.

#### GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.

#### CAPITAL ASSETS AND DEBT ADMINISTRATION

#### Capital Assets

At September 30, 2019, the District had \$10,458,981 invested in capital assets. In the government-wide financial statements, depreciation of \$306,802 has been taken, which resulted in a net book value of \$10,152,179. More detailed information about the District's capital assets is presented in the notes of the financial statements.

#### Capital Debt

At September 30, 2019, the District had \$11,800,000 in Bonds outstanding and \$1,973,203 in Developer advances. More detailed information about the District's capital debt is presented in the notes of the financial statements.

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The District anticipates that the operations will increase in the subsequent year as the District is built out.

#### CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Bannon Lakes Community Development District's Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida, 32092.

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA STATEMENT OF NET POSITION SEPTEMBER 30, 2019

		vernmental Activities
ASSETS		
Cash	\$	217,177
Investments		100,274
Assessments receivable		63,205
Deposits and prepaids		20,973
Restricted assets:		
Investments		883,643
Capital assets:		
Nondepreciable		1,861,549
Depreciable, net		8,290,630
Total assets	1	1,437,451
LIABILITIES		
Accounts payable		12,810
Accrued interest payable		242,792
Non-current liabilities:		
Due within one year		180,000
Due in more than one year	1	3,497,304
Total liabilities	1	3,932,906
NET POSITION		
Net investment in capital assets		(3,525,125)
Restricted for debt service		679,105
Unrestricted		350,565
Total net position	\$	(2,495,455)

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

							Net	(Expense)
							Re	evenue and
							Cha	inges in Net
				Program	Revenue	es		Position
				Charges	Oper	ating		
				for	Grant	s and	Go	vernmental
Functions/Programs	Е	xpenses	,	Services	Contrib	outions	,	Activities
Primary government:								
Governmental activities:								
General government	\$	82,017	\$	82,017	\$	-	\$	-
Physical environment		466,258		318,868		-		(147,390)
Culture/recreation		150,237		102,745		-		(47,492)
Interest on long-term debt		587,530		868,380		10,329		291,179
Total governmental activities		1,286,042		1,372,010		10,329		96,297
	Gene	eral revenues	s:					
	Mi	scellaneous						125
	Ur	restricted in	vest	ment earnir	ngs			258
	Total general revenues							383
	Char	nge in net po	sitic	n				96,680
	Net <sub>l</sub>	osition - be	ginn	ing, as rest	ated (Not	te 10)		(2,592,135)
	Net <sub>l</sub>	oosition - en	ding				\$	(2,495,455)

# BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA BALANCE SHEET GOVERNMENTAL FUNDS SEPTEMBER 30, 2019

			Ma	ajor Funds			_	Total
				Debt	Capital		overnmental	
		General		Service	Projects			Funds
ASSETS								
Cash	\$	217,177	\$	-	\$	-	\$	217,177
Investments		100,274		883,643		-		983,917
Assessments receivable		25,137		38,068		-		63,205
Due from other funds		1,159		186		-		1,345
Deposits and prepaids		20,973		-		-		20,973
Total assets	\$	364,720	\$	921,897	\$	-	\$	1,286,617
LIABILITIES AND FUND BALANCES Liabilities: Accounts payable Due to other funds Total liabilities	\$	12,810 - 12,810	\$	- - -	\$	- 1,345 1,345	\$	12,810 1,345 14,155
Fund balances: Nonspendable:								
Prepaids and deposits Restricted for:		20,973		-		-		20,973
Debt service		-		921,897		-		921,897
Unassigned		330,937		-		(1,345)		329,592
Total fund balances		351,910		921,897		(1,345)		1,272,462
Total liabilities and fund balances	\$	364,720	\$	921,897	\$	-	\$	1,286,617

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION SEPTEMBER 30, 2019

Fund balance - governmental funds

\$ 1,272,462

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets
Accumulated depreciation

10,458,981

(306,802) 10,152,179

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable Developer advances

(242,792)

(1,973,203)

Bonds payable

(11,704,101) (13

(13,920,096)

Net position of governmental activities

\$ (2,495,455)

# BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

	Major Funds						Total		
		0 1	Debt		Capital		Go	overnmental	
DEVENIUE		General		Service	Pi	rojects		Funds	
REVENUES	φ	E02 620	φ	000 200	φ		Φ	4 272 040	
Assessments	\$	503,630 258	\$	868,380	\$	-	\$	1,372,010	
Interest Miscellaneous revenues		125		10,329		-		10,587 125	
Total revenues		504,013		878,709		<del>-</del>		1,382,722	
Total Teveriues		304,013		070,709				1,302,722	
EXPENDITURES									
Current:									
General government		82,017		-		-		82,017	
Physical environment		185,831		-		-		185,831	
Culture/recreation		123,862		-		-		123,862	
Debt Service:									
Principal		-		50,000		-		50,000	
Interest		-		585,125		-		585,125	
Capital outlay		-		-		,412,193		1,412,193	
Total expenditures		391,710		635,125	1,	,412,193		2,439,028	
Evenes (deficiency) of revenues									
Excess (deficiency) of revenues over (under) expenditures		112,303		243,584	/1	,412,193)		(1,056,306)	
over (under) experialitures		112,303		243,304	(1,	,412,193)		(1,030,300)	
OTHER FINANCING SOURCES (USES)									
Developer advances		-		-	1,	,410,848		1,410,848	
Total other financing sources (uses)		-		-		,410,848		1,410,848	
• • • • •									
Net change in fund balances		112,303		243,584		(1,345)		354,542	
Fund balances - beginning		239,607		678,313		-		917,920	
Fund balances - ending	\$	351,910	\$	921,897	\$	(1,345)	\$	1,272,462	
		30.,010	Ψ	32 1,007	Ψ	(1,0.0)	Ψ	.,, .52	

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

Net change in fund balances - total governmental funds	\$	354,542
Amounts reported for governmental activities in the statement of activities are different because:	es	
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.		(306,802)
Repayment of long-term liabilities are reported as expenditures in the governmental fund statements but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.		50,000
Governmental funds report capital outlays as expenditures; however, the cost of capital assets is eliminated in the statement of activities and capitalized in the statement of net position.		1,412,193
Governmental funds report Developer advances as financial resources when cash is received, whereas these amounts are eliminated in the statement of activities and recognized as long-term liabilities in the statement of net position.		(1,410,848)
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.		(3,415)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.		1,010
Change in net position of governmental activities	\$	96,680

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA NOTES TO FINANCIAL STATEMENTS

#### NOTE 1 - NATURE OF ORGANIZATION AND REPORTING ENTITY

Bannon Lakes Community Development District ("District") was established by Ordinance 2015-60 of the Board of County Commissioners of St. Johns County, pursuant to the Uniform Community Development District Act of 1980, and otherwise known as Chapter 190, Florida Statutes and amended by Ordinance 2018-02. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue Bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the qualified electors of the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes. At September 30, 2019, two of the Board members are affiliated with RREF III-P-EP Bannon Lakes JV, LLC ("Developer") and two of the seats are vacant.

The Board has the responsibility for:

- 1. Assessing and levying assessments.
- 2. Approving budgets.
- 3. Exercising control over facilities and properties.
- 4. Controlling the use of funds generated by the District.
- 5. Approving the hiring and firing of key personnel.
- 6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. (Operating-type special assessments for maintenance and debt service are treated as charges for services.); and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

#### <u>Assessments</u>

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the "Uniform Method of Collection" under Florida Statutes. Direct collected assessments are due as set forth in the annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the Uniform Method are noticed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

#### General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

#### **Debt Service Fund**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

#### Capital Projects Fund

The capital projects fund is used to account for the costs of major infrastructure acquired by the District and also to accumulate capital reserves for future maintenance costs and capital projects.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

#### Assets, Liabilities and Net Position or Equity

#### Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Inter-local Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a"2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	Years
Infrastructure	30
Buildings and improvements	30
Equipment	7

#### Assets, Liabilities and Net Position or Equity (Continued)

#### **Unearned Revenue**

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

#### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

<u>Committed fund balance</u> – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

<u>Assigned fund balance</u> – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

#### Assets, Liabilities and Net Position or Equity (Continued)

#### Fund Equity/Net Position (Continued)

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

#### **Other Disclosures**

#### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

#### **NOTE 3 – BUDGETARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) A public hearing is conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

#### **NOTE 4 - DEPOSITS AND INVESTMENTS**

#### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

#### **NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**

#### **Investments**

The District's investments were held as follows at September 30, 2019:

				Amo	ortized cost	Credit Risk	Maturities
Dreyfus	Treasury	AGY	Cash				_
Manageme	ent			\$	883,643	N/A	N/A
Investment in Local Government							Weighted average of the
Surplus F	unds Trust F	und (Floi	ida		100,274	S&PAAAm	fund portfolio: 37 days
				\$	983,917		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- Level 1: Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- Level 2: Investments whose inputs other than quoted market prices are observable either directly or indirectly; and,
- Level 3: Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.

#### **NOTE 5 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended September 30, 2019 was as follows:

	В	eginning					Ending
	E	Balance	- 1	Additions	Re	ductions	Balance
Governmental activities							_
Capital assets, not being depreciated							
Construction in progress	\$	449,356	\$	1,412,193	\$	-	\$ 1,861,549
Total capital assets, not being depreciated		449,356		1,412,193		-	1,861,549
Capital assets, being depreciated							
Infrastructure		4,721,061		-		-	4,721,061
Buildings and improvements		3,691,744		-		-	3,691,744
Equipment		184,627		-		-	184,627
Total capital assets, being depreciated		8,597,432		-		-	8,597,432
Less accumulated depreciation for:							
Infrastructure		-		157,369		-	157,369
Buildings and improvements		-		123,058		-	123,058
Equipment		-		26,375		-	26,375
Total accumulated depreciation		-		306,802		-	306,802
Total capital assets, being depreciated, net		8,597,432		(306,802)		-	8,290,630
Governmental activities capital assets, net	\$	9,046,788	\$	1,105,391	\$	-	\$ 10,152,179

The infrastructure intended to serve the District has been estimated at a total cost of approximately \$22,600,000. The infrastructure will include roadways, utility improvements, recreational facilities, and land improvements, including wetland mitigation areas. A portion of the project costs was expected to be financed with the proceeds from the issuance of Bonds with the remainder to be funded by the Developer to be repaid by the District at a later time. Upon completion, certain assets will be conveyed to other entities for ownership and maintenance responsibilities. The majority of the current year capital asset additions were funded by advances from the Developer as detailed in Note 6.

#### **NOTE 6 – LONG TERM LIABILITIES**

#### Series 2016

On January 15, 2016 the District issued \$11,850,000 of Special Assessment Revenue Bonds, Series 2016, consisting of multiple term bonds with due dates ranging from November 1, 2025 to November 1, 2048 and fixed interest rates ranging from 4.5% to 5%. The Bonds were issued to acquire and construct certain assessable improvements

The Bonds are subject to optional redemption prior to maturity as outlined in the Bond Indenture. The Bonds are also subject to extraordinary mandatory redemption prior to their selected maturity in the manner outlined in the Bond Indenture. For the Series 2016 Bonds, this occurred during the current fiscal year as the District collected prepaid assessments and prepaid \$50,000 of the Bonds. In addition, see Note – 11 Subsequent Events for extraordinary redemption amounts subsequent to fiscal year end.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2019.

#### **Developer Advances**

Pursuant to the Construction Funding Agreement, the Developer agreed to fund the acquisition of certain capital improvements with the District to repay the Developer from a future Bond issuance. Pursuant to the agreement, the Developer advanced \$1,410,848 to the District in the current fiscal year which has been recorded as a liability at the government wide level as of September 30, 2019.

#### NOTE 6 – LONG TERM LIABILITIES (Continued)

#### **Long-term Debt Activity**

Changes in long-term liability activity for the fiscal year ended September 30, 2019 were as follows:

	Beginning Balance				Ending	Dı	ue Within
	(Restated)	Additions	Re	ductions	Balance	0	ne Year
Governmental activities							
Bonds payable:							
Series 2016	\$ 11,850,000	\$ -	\$	50,000	\$ 11,800,000	\$	180,000
Less: Original Issuance Discount	(99,314)	-		(3,415)	(95,899)		-
Developer advances	562,355	1,410,848		-	1,973,203		-
Total	\$ 12,313,041	\$ 1,410,848	\$	46,585	\$ 13,677,304	\$	180,000

At September 30, 2019, the scheduled debt service requirements on the long-term debt were as follows:

Year ending Governmental Activities							
September 30:		Principal		Interest	Total		
2020	\$	180,000	\$	578,650	\$	758,650	
2021		190,000		570,325		760,325	
2022		200,000		561,550		761,550	
2023		210,000		552,325		762,325	
2024		215,000		542,763		757,763	
2025-2029		1,250,000		2,548,638		3,798,638	
2030-2034		1,600,000		2,196,250		3,796,250	
2035-2039		2,035,000		1,744,375		3,779,375	
2040-2044		2,600,000		1,167,500		3,767,500	
2045-2049		3,320,000		431,250		3,751,250	
Total	\$	11,800,000	\$	10,893,626	\$	22,693,626	

#### **NOTE 7 – DEVELOPER TRANSACTIONS & CONCENTRATION**

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

#### **NOTE 8 - MANAGEMENT COMPANY**

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

#### **NOTE 9 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

#### **NOTE 10 - PRIOR PERIOD ADJUSTMENT**

Certain Developer contributions recognized in the capital projects fund during prior fiscal years were reclassified as advances during the current fiscal year, resulting in an adjustment to beginning net position.

#### **NOTE 11 - SUBSEQUENT EVENTS**

#### **Bond Payments**

Subsequent to fiscal year end, the District prepaid a total of \$45,000 of the Series 2016 Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

	Budgeted Amounts Actual Original & Final Amounts				Variance with Final Budget - Positive (Negative)		
REVENUES							
Assessments	\$	439,183	\$	503,630	\$	64,447	
Developer contributions		107,447		-		(107,447)	
Interest		-		258		258	
Miscellaneous income		-		125		125	
Total revenues		546,630		504,013		(42,617)	
EXPENDITURES Current:							
General government		112,414		82,017		30,397	
Physical environment		293,000		185,831		107,169	
Culture/recreation		141,216		123,862		17,354	
Total expenditures		546,630		391,710		154,920	
Excess (deficiency) of revenues over (under) expenditures	\$	-		112,303	\$	112,303	
Fund balance - beginning				239,607			
Fund balance - ending			\$	351,910	,		

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.



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# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors Bannon Lakes Community Development District St. Johns County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Bannon Lakes Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 16, 2020.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 16, 2020



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# INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

To the Board of Supervisors Bannon Lakes Community Development District St. Johns County, Florida

We have examined Bannon Lakes Community Development District, St. Johns County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2019. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2019.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Bannon Lakes Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 16, 2020



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# MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA

To the Board of Supervisors Bannon Lakes Community Development District St. Johns County, Florida

#### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of Bannon Lakes Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated June 16, 2020.

#### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

#### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with Government Auditing Standards; and Independent Auditor's Report on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2020, should be considered in conjunction with this management letter.

#### Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.
- II. Status of prior year findings and recommendations.
- III. Compliance with the Provisions of the Auditor General of the State of Florida.

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Bannon Lakes Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Bannon Lakes Community Development District, St. Johns County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 16, 2020

#### REPORT TO MANAGEMENT

#### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

#### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

#### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2018.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2019.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2019.

- 4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
- 5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
- 6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.



#### **RESOLUTION 2020-06**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2020-04 TO RE-SET THE DATE AND TIME OF THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2020/2021; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bannon Lakes Community Development District ("District") is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements; and

WHEREAS, due to the current COVID-19 public health emergency, and pursuant to Executive Orders 20-52, 20-69, and 20-150 issued by Governor DeSantis, as such orders may be extended ("Executive Orders"), the Board may use communications media technology for Board meeting in lieu of meeting in person; and

WHEREAS, on May 6, 2020, at a duly noticed public meeting, the District's Board of Supervisors ("Board") adopted Resolution 2020-04, approving the proposed budget for Fiscal Year 2020/2021 and setting a public hearing on the proposed budget for August 5, 2020 via ZOOM media technology or at 1:00 p.m. at the Northeast Florida Regional Airport Conference Center, 4730 Casa Cola Way, St. Augustine, Florida 32095; and

WHEREAS, to better accommodate the schedules of the Board Members, the District Manager rescheduled the date of the public hearing to July 29, 2020 at 1:00 p.m. via ZOOM media technology, and the District Manager has caused the notice of the public hearing, with the new date to be published in a newspaper of general circulation in St. Johns County, Florida, consistent with the requirements of Chapters 190 and 197, Florida Statutes; and

**WHEREAS**, the Board desires to ratify the District Manager's action in re-setting the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT:

**SECTION 1. RATIFICATION OF PUBLIC HEARING DATE RESET.** The actions of the Board in resetting the public hearing and the District Secretary in publishing the notice of public hearing are hereby ratified. Resolution 2020-04 is hereby amended to reflect that the public hearing as declared in Resolution 2020-04 is re-set to July 29, 2020 at 1:00 p.m. utilizing ZOOM communications media technology.

**SECTION 2. RESOLUTION 2020-04 OTHERWISE REMAINS IN FULL FORCE AND EFFECT.** Except as otherwise provided herein, all of the provisions of Resolution 2020-04 continue in full force and effect.

**SECTION 3. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect upon its passage and adoption by the Board.

PASSED AND ADOPTED this 29<sup>th</sup> day of July, 2020.

ATTEST:	BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
Corretary	Ву:
Secretary	lts:





Approved Budget

FY 2021

July 29, 2020



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### **GENERAL FUND BUDGET**

Summary Revenues and Expenditures	Page 1-2
Narrative – Administrative and Maintenance	Page 3-9
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### Community Development District

General Fund

	Adopted	Acutal	Projected	Total	Approved
	Budget	Thru	Next	Projected	Budget
Description	FY 2020	6/30/20	3 Months	9/30/20	FY 2021
<u>Revenue</u> s					
Developer Contributions	\$90,789	\$0	\$0	\$0	\$85,076
Assessments - Tax Roll	\$377,650	\$378,892	\$14	\$378,906	\$444,880
Assessments - Dírect	\$127,103	\$93,488	\$33,615	\$127,103	\$59,873
Interest	\$0	\$1,107	\$135	\$1,242	\$500
Facility Revenue	\$300	\$250	\$0	\$250	\$300
Carryover Surplus	\$0	\$0	\$70,572	\$70,572	\$0
Total Revenues	\$595,842	\$473,737	\$104,337	\$578,073	\$590,629
Comment of the commen					
<u>Expenditures</u> Administrative					
	<b>#4.000</b>	<b>#</b> 0	<b>#</b> 4.000	¢4.000	<b>#</b> 4.000
Engineering	\$4,000	\$0	\$1,000	\$1,000	\$4,000
Attorney	\$12,000	\$4,128	\$4,000	\$8,128	\$12,000
Dissemination Annual Audit	\$4,100 \$4,200	\$3,375 \$2,500	\$875	\$4,250 \$3,800	\$4,300
Annuai Auati Arbitrage	\$4,200 \$600	\$2,500	\$1,300 \$600	\$5,600 \$600	\$3,900 \$600
Assessment Roll	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Trustee fees	\$10,000	\$4,333	\$0 \$0	\$4,333	\$5,000
Management Fees	\$45,000	\$33,750	\$11,250	\$45,000	\$45,000
Information Technology	\$1,733	\$1,300	\$433	\$1,733	\$1,733
Telephone	\$200	\$109	\$25	\$134	\$200
Postage	\$500	\$315	\$85	\$400	\$500
Insurance	\$5,800	\$5,750	\$0	\$5,750	\$6,325
Printing & Binding	\$3,000	\$739	\$300	\$1,039	\$1,600
Legal Advertising	\$2,000	\$588	\$700	\$1,288	\$2,000
Other Current Charges	\$700	\$87	\$90	\$177	\$500
Office Supplies	\$1,000	\$51	\$30	\$81	\$500
Website Services	\$1,200	\$900	\$300	\$1,200	\$1,200
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Administrative Expenditures	\$101,208	\$63,100	\$20,988	\$84,088	\$94,533
<u>Amenty Center</u>					
Insurance	\$19,974	\$13,840	\$0	\$13,840	\$16,000
Utilities					
Phone/Internet/Cable	\$6,800	\$3,774	\$1,260	\$5,034	\$5,400
Electríc	\$25,000	\$10,357	\$3,900	\$14,257	\$25,000
Water/Irrigation	\$15,000	\$8,575	\$2,550	\$11,125	\$15,000
Gas	\$200	\$0	\$0	\$0	\$200
_					
Refuse	\$3,100	\$2,478	\$975	\$3,453	\$3,900
Security					
Security Monitoring	\$600	\$0	\$0	\$0	\$600
Access Cards	\$2,500	\$0	\$1,100	\$1,100	\$2,500
Management Contracts					
Facility Management	\$60,000	\$45,000	\$15,000	\$60,000	\$60,000
Field Mgmt / Admin	\$22,000	\$14,369	\$4,790	\$19,158	\$22,000
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### Community Development District

General Fund

Descríption	Adopted Budget FY 2020	Acutal Thru 6/30/20	Projected Next 3 Months	Total Projected 9/30/20	Approved Budget FY 2021
Pool Maintenance	\$12,000	\$9,021	\$2,732	\$11,752	\$12,000
Pool Chemicals	\$10,000	\$4,285	\$2,160	\$6,445	\$10,000
Janitorial	\$7,000	\$5,250	\$1,750	\$7,000	\$7,000
Janitorial Supplies	\$3,450	\$1,161	\$1,400	\$2,561	\$3,450
Facility Maintenance	\$7,500	\$3,660	\$3,840	\$7,500	\$7,500
Repairs & Maintenance	\$4,310	\$13,503	\$5,400	\$18,903	\$25,000
New Capital Projects	\$0	\$19,583	\$0	\$19,583	\$0
Special Events	\$5,000	\$2,786	\$2,214	\$5,000	\$5,000
Holiday Decorations	\$1,500	\$691	\$809	\$1,500	\$1,500
Fitness Center Repairs/Supplies	\$900	\$230	\$670	\$900	\$900
Office Supplies	\$1,500	\$158	\$300	\$458	\$1,500
ASCAP/BMI Licenses	\$500	\$0	\$0	\$0	\$500
Pest Control	\$1,800	\$2,350	\$750	\$3,100	\$3,100
Amenity Center Expenditures	\$210,634	\$161,069	\$51,600	\$212,669	\$228,050
Grounds Maintenance Expenditures					
Hydrology Quality/Mitigation	\$3,000	\$0	\$0	\$0	\$3,000
Landscape Maintenance	\$141,000	\$112,849	\$37,461	\$150,311	\$151,706
Landscape Contingency	\$20,000	\$11,105	\$3,750	\$14,855	\$20,000
Lake Maintenance	\$7,500	\$5,500	\$1,950	\$7,450	\$7,800
Grounds Maintenance	\$8,000	\$579	\$3,000	\$3,579	\$5,000
Pump Repairs	\$2,000	\$0	\$0	\$0	\$2,000
Streetlights	\$9,000	\$6,478	\$2,130	\$8,608	\$9,000
Streetlight Repairs	\$5,000	\$2,633	\$0	\$2,633	\$5,000
Irrigation Repairs	\$7,500	\$3,210	\$900	\$4,110	\$7,500
Miscellaneous	\$5,000	\$330	\$2,500	\$2,830	\$5,000
Reclaim Water	\$76,000	\$24,941	\$12,000	\$36,941	\$50,000
Capital Reserve	\$0	\$50,000	\$0	\$50,000	\$2,040
Gounds Maintenance Expenditures	\$284,000	\$217,625	\$63,691	\$281,316	\$268,046
Total Expenses	\$595,842	\$441,794	\$136,280	\$578,073	\$590,629
Excess Revenues/(Expenditures)	\$0	\$31,943	(\$31,943)	\$0	\$0

Net Assessments	\$444,880
Add: Discounts and Collections (6%)	\$28,383
Gross Assessments	\$473,263
Assessable Units	536
Per Unit Assessment	\$882.95

GENERAL FUND BUDGET FISCAL YEAR 2021

#### **REVENUES:**

#### Developer Contributions/ Assessments

The District will enter into a Funding Agreement with the Developer or levy maintenance assessments to Fund the General Fund expenditures the Fiscal Year.

#### **EXPENDITURES:**

#### **Administrative:**

#### Supervisors Fees

The Florida Statutes allows each Board member to receive \$200 per meeting not to exceed \$4,000 in one year. The amount for the fiscal year is based upon four supervisors paid for the estimated eight annual meetings with the other supervisors waiving pay.

#### FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

#### **Engineering**

The District will contract with an engineering firm to provide general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices, etc.

#### **Attorney**

The District will contract with Hopping Green & Sams for legal counsel to provide general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

#### Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

<u>Vendor</u>		onthly	<u>Annual</u>		
Governmental Management Services	\$	292	\$	3,500	
Disclosure Services				800	
	\$	292	\$	4,300	

#### Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The District will contract with a licensed CPA firm to prepare the annual audit.

GENERAL FUND BUDGET FISCAL YEAR 2021

#### **Arbitrage**

The District is required to annually have an arbitrage rebate calculation on the District's Series 2016 Special Assessment Revenue Bonds.

#### Assessment Roll

The District's assessment roll administration, GMS, LLC, will provide services to prepare assessment rolls to district property owners.

#### Trustee Fees

The District issued Series 2016 Special Assessment Revenue Bonds which are held with a Trustee at BNY Mellon. The amount of the trustee fees is based on the agreement between BNY Mellon and the District.

#### Management Fees

The District will contract with Governmental Management Services, LLC for Management, Accounting and Administrative services as part of a Management Agreement with management company.

<u>Vendor</u>	M	<u>lonthly</u>	<u>Annual</u>		
Governmental Management Services	\$	3,750	\$	45,000	

#### Information Technology

The cost related to District's accounting and information systems, and electronic compliance with Florida Statutes and other electronic data requirements.

<u>Vendor</u>		onthly	<u>A</u>	nnual
Governmental Management Services		144	\$	1,733

#### Telephone

The cost of telephone and fax machine service.

#### **Postage**

The cost of mailing agenda packages, overnight deliveries, correspondence, and payments for the District.

#### *Insurance*

Represents the estimated cost for public officials and general liability insurance for the District provided by FIA.

#### Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

GENERAL FUND BUDGET FISCAL YEAR 2021

#### Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, and etc. in a newspaper of general circulation.

#### Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

#### Office Supplies

Miscellaneous office supplies.

#### Website Compliance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly

<u>Vendor</u>		onthly	<u>Annual</u>		
Governmental Management Services	\$	100	\$	1,200	

#### Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

#### **Amenity Center:**

#### *Insurance*

The District's Property insurance policy is with Florida Insurance Alliance. FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

#### Phone/Internet/Cable

The District will provide internet & cable television services for the Amenity Center through Comcast.

<u>Vendor</u>	<u>Address</u>	<u>Monthly</u>		<u>Annual</u>	
AT&T	435 Bannon Lakes Blvd Amenity	\$	202	\$	2,424
AT&T	435 Bannon Lakes Blvd Fintness Ctr	\$	218	\$	2,616
	Contingency	\$	30	\$	360
		\$	450	\$	5,400

#### **Electric**

The cost of electric associated with the Recreation Facility.

GENERAL FUND BUDGET FISCAL YEAR 2021

<u>Vendor</u>	<u>Address</u>	Monthly		 <u>Annual</u>
FPL	435 Bannon Lakes Blvd - Clubhouse	\$	995	\$ 11,940
FPL	35 Bannon Lakes Blvd #Ent	\$	26	\$ 312
FPL	435 Bannon Lakes Blvd # Fitness	\$	174	\$ 2,088
	Contingency	\$	888	\$ 10,660
		\$	2,083	\$ 25,000

#### Water/Irrigation

Water, sewer and irrigation systems cost for the district.

<u>Vendor</u>	<u>Address</u>	M	Monthly		<u>Annual</u>
SJCUD	435 Bannon Lakes Blvd	\$ 995		\$	11,936
	Contingency	\$	255	\$	3,064
		\$	1,250	\$	15,000

#### <u>Gas</u>

The District will contract with vendor to provide propane delivery for amenity center use.

#### Refuse Service

Cost of garbage disposal service will be provided by Republic Services #687 for the District.

#### Security Monitoring

The District will contract with vendor to provide security monitoring for the Amenity Center.

#### Access Cards

Represents the estimated cost for access cards purchased by the District's Amenity Center.

#### Facility Management

Cost to provide management services for the Amenity Center.

#### Field Management and Admin

The District will contract Riverside Management Services, Inc. for onsite field management of contracts for District Services such as landscaping, amenity & pool facilities, lake maintenance, etc.

<u>Vendor</u>		<u>onthly</u>	<u>Annual</u>		
Riverside Management Services	\$	1,597	\$	22,000	

#### Pool Maintenance

The estimated amount based on proposed contract with Riverside Management Services, Inc. to provide maintenance of the Amenity Center swimming pool.

<u>Vendor</u>	Monthly		<u>Monthly</u>		<u> </u>	<u>Annual</u>
Riverside Management Services	\$	\$ 911		10,926		
Contingency	\$	90	\$	1,074		
	\$ 1,000		\$	12,000		

GENERAL FUND BUDGET FISCAL YEAR 2021

#### **Pool Chemicals**

The estimated amount based on proposed contract with Riverside Management Services and Poolsure to provide chemicals to maintain the Amenity Center swimming pool.

#### <u>Janitorial</u>

The estimated amount based on proposed contract with Riverside Management Services, Inc.to provide janitorial services for the Amenity Center.

<u>Vendor</u>		onthly	<u>Annual</u>		
Riverside Management Services	\$	583	\$	7,000	

#### Janitorial Supplies

All supplies needed for janitorial services of the Amenity Center.

#### Facility Maintenance

The estimated amount based on proposed contract with vendor to provide routine repairs and maintenance for the Amenity Center.

#### Repair & Maintenance

Regular maintenance and replacement cost incurred by the Amenity Center of the District.

#### Special Events

Represents estimated costs for the District to host special events for the community throughout the Fiscal Year.

#### Holiday Decorations

Represents estimated costs for the District to decorate the amenity center throughout the Fiscal Year.

#### Fitness Center Repairs/Supplies

Represents estimated costs for the Fitness Center repairs of equipment, purchase of supplies, and preventative maintenance contract.

#### Office Supplies and Equipment

Represents estimated cost for office supplies for the Amenity Center.

#### ASCAP/BMI Licenses

License fee required to broadcast music to the amenity center.

#### Pest Control

The District is contracted with Freedom Pest Control for pest control services

GENERAL FUND BUDGET FISCAL YEAR 2021

#### **Grounds Maintenance:**

#### Hydrology Quality/Mitigation

Cost to preserve beneficial aquatic plants in the wetland mitigation area and control nuisance and exotic pest plant populations.

#### Landscape Maintenance

Cost to maintain the common areas of the District based on a proposed contract with Landcare Group, Inc.

<u>Vendor</u>	<u>Monthly</u>		<u>Annual</u>
Landcare Group	\$	12,642	\$ 151,706

#### Landscape Contingency

Other landscape costs that is not under contract which includes landscape light repairs and replacements.

#### Lake Maintenance

Cost for the maintenance of District lakes based on a contract.

<u>Vendor</u>	<u>Monthly</u>		<u>A</u>	<u>nnual</u>
The Lake Doctors, Inc.	\$	650	\$	7,800

#### **Grounds Maintenance**

Contracted staff for repairs and trash pick-up on District owned property.

#### Pump Repairs

Provision for pool pump repair or replacements as needed.

#### **Streetlights**

FPL provides the District street lighting cost for the community. The amount is based upon the agreement plus estimated cost for fuel charges.

<u>Vendor</u>	<u>Address</u>		Monthly		<u>nnual</u>
FPL	100 International Golf Parkway	\$	730	\$	8,760
	Contingency	\$	20	\$	240
		\$	750	\$	9,000

#### Streetlight Repairs

Estimated costs for street lighting and parking lot repairs and replacements.

#### Irrigation Repairs

Miscellaneous irrigation repairs and maintenance cost for the District.

GENERAL FUND BUDGET FISCAL YEAR 2021

#### **Miscellaneous**

Any unanticipated and unscheduled maintenance cost to the District.

#### Reclaimed water

Reclaimed water Services for the District provided by St. Johns County Utility Department.

<u>Vendor</u>	<u>Address</u> <u>Monthly</u>		Monthly		<u>Annual</u>
SJCUD	35 Bannon Lakes Blvd	\$	1,640	\$	19,680
	435 Bannon Lakes Blvd	\$	706	\$	8,473
	Contingency	\$	1,821	\$	21,847
		\$	4,167	\$	50,000

#### Capital Reserve

The District will establish a reserve to fund the renewal and replacement of District's capital related facilities.

### Community Development District

Debt Service Fund
Series 2016

	Adopted	Actual	Projected	Total	Approved
Description	Budget FY 2020	Thru 6/30/20	Next 3 Months	Projected 9/30/20	Виdget ӺУ 2021
Description	f y 2020	0/30/20	3 Months	9/30/20	J y 2021
Revenues					
Interest Income	\$2,000	\$5,199	\$21	\$5,220	\$5,000
Special Assessments	\$769,808	\$767,226	\$0	\$767,226	\$764,712
Prepayments	\$0	\$209,676	\$0	\$209,676	\$0
Carry Forward Surplus*	\$512,248	\$537,147	\$0	\$537,147	\$567,019
TOTAL REVENUES	\$1,284,057	\$1,519,248	\$21	\$1,519,269	\$1,336,730
Expenditures					
<u>Seríes 2016</u>					
Interest - 11/01	\$291,350	\$291,325	\$0	\$291,325	\$282,463
Principal - 11/01	\$180,000	\$190,000	\$0	\$190,000	\$190,000
Special Call - 11/01	\$25,000	\$45,000	\$0	\$45,000	\$0
Interest - 05/01	\$287,300	\$285,925	\$0	\$285,925	\$278,188
Special Call - 05/01	\$0	\$140,000	\$0	\$140,000	\$0
TOTAL EXPENDITURES	\$783,650	\$952,250	\$0	\$952,250	\$750,650
<u>EXCESS REVENUES</u>	\$500,407	\$566,998	\$21	\$567,019	\$586,080
*Reflects excess revenue at fiscal year end	less reserve fund balance.		1.	1/1/21 Interest	\$278,188
			11/1	/21 Principal_	\$195,000
				<del>-</del>	\$473,188
		Net Assessmer			\$764,712
			s and Collection	ıs (6%)	\$48,789
		Gross Assessn		=	\$813,500
		Assessable Un			\$452
		Per Unit Asses	sment		\$1,799.78

### Amortization Schedul Community Development District Series 2016, Special Assessment Revenue Bona

### (Term Bonds Due Combined)

11/1/20	Date	Balance	P	rincipal	Interest	Annual
5/1/21         \$ 11,235,000         \$ -         \$ 278,187.50         \$ -           11/1/21         \$ 11,235,000         \$ 195,000         \$ 278,187.50         \$ 751,375.00           5/1/22         \$ 11,040,000         \$ -         \$ 273,800.00         \$ -           11/1/22         \$ 11,040,000         \$ 205,000         \$ 273,800.00         \$ 752,600.00           5/1/23         \$ 10,835,000         \$ 215,000         \$ 269,187.50         \$ -           11/1/23         \$ 10,835,000         \$ 215,000         \$ 269,187.50         \$ 753,375.00           5/1/24         \$ 10,620,000         \$ -         \$ 264,350.00         \$ 753,7700.00           5/1/25         \$ 10,395,000         \$ 225,000         \$ 264,350.00         \$ 753,7700.00           5/1/25         \$ 10,395,000         \$ 235,000         \$ 259,287.50         \$ 753,750.00           5/1/26         \$ 10,160,000         \$ 245,000         \$ 254,000.00         \$ -           \$ 11/1/26         \$ 10,160,000         \$ 245,000         \$ 254,000.00         \$ 753,000.00           \$ 5/1/27         \$ 9,915,000         \$ 255,000         \$ 247,875.00         \$ 750,750.00           \$ 5/1/28         \$ 9,660,000         \$ 270,000         \$ 247,875.00         \$ 750,750.00						
11/1/21         \$ 11,235,000         \$ 195,000         \$ 278,187.50         \$ 751,375.00           5/1/22         \$ 11,040,000         \$ -         \$ 273,800.00         \$ -           11/1/22         \$ 11,040,000         \$ 205,000         \$ 273,800.00         \$ 752,600.00           5/1/23         \$ 10,835,000         \$ -         \$ 269,187.50         \$ 753,375.00           5/1/24         \$ 10,620,000         \$ 225,000         \$ 264,350.00         \$ 753,700.00           5/1/24         \$ 10,620,000         \$ 225,000         \$ 264,350.00         \$ 753,700.00           5/1/25         \$ 10,395,000         \$ -         \$ 259,287.50         \$ 753,700.00           5/1/26         \$ 10,160,000         \$ 235,000         \$ 259,287.50         \$ 753,575.00           5/1/26         \$ 10,160,000         \$ 245,000         \$ 254,000.00         \$ 753,000.00           5/1/27         \$ 9,915,000         \$ 247,875.00         \$ 753,000.00           5/1/27         \$ 9,915,000         \$ 247,875.00         \$ 750,750.00           5/1/28         \$ 9,660,000         \$ 270,000         \$ 247,875.00         \$ 750,750.00           5/1/29         \$ 9,390,000         \$ 234,750.00         \$ 753,000.00           5/1/29         \$ 9,390,000				190,000		472,462.50
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$\begin{array}{cccccccccccccccccccccccccccccccccccc$	11/1/27	\$ 9,915,000	\$	255,000	\$ 247,875.00	\$ 750,750.00
5/1/29       \$ 9,390,000       \$ -       \$ 234,750.00       \$ -         11/1/29       \$ 9,390,000       \$ 285,000       \$ 234,750.00       \$ 754,500.00         5/1/30       \$ 9,105,000       \$ -       \$ 227,625.00       \$ -         11/1/30       \$ 9,105,000       \$ 300,000       \$ 227,625.00       \$ 755,250.00         5/1/31       \$ 8,805,000       \$ -       \$ 220,125.00       \$ -         11/1/31       \$ 8,805,000       \$ 315,000       \$ 220,125.00       \$ 755,250.00         5/1/32       \$ 8,490,000       \$ -       \$ 212,250.00       \$ 754,500.00         5/1/33       \$ 8,490,000       \$ 330,000       \$ 212,250.00       \$ 754,500.00         5/1/33       \$ 8,160,000       \$ -       \$ 204,000.00       \$ -         11/1/33       \$ 8,160,000       \$ 345,000       \$ 204,000.00       \$ 753,000.00         5/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	5/1/28	\$ 9,660,000		-	\$ 241,500.00	\$ -
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5/1/31       \$ 8,805,000       \$ -       \$ 220,125.00       \$ -         11/1/31       \$ 8,805,000       \$ 315,000       \$ 220,125.00       \$ 755,250.00         5/1/32       \$ 8,490,000       \$ -       \$ 212,250.00       \$ -         11/1/32       \$ 8,490,000       \$ 330,000       \$ 212,250.00       \$ 754,500.00         5/1/33       \$ 8,160,000       \$ -       \$ 204,000.00       \$ -         11/1/33       \$ 8,160,000       \$ 345,000       \$ 204,000.00       \$ 753,000.00         5/1/34       \$ 7,815,000       \$ -       \$ 195,375.00       \$ 750,750.00         11/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	5/1/30	\$ 9,105,000	\$	-	\$ 227,625.00	\$ -
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11/1/32       \$ 8,490,000       \$ 330,000       \$ 212,250.00       \$ 754,500.00         5/1/33       \$ 8,160,000       \$ -       \$ 204,000.00       \$ -         11/1/33       \$ 8,160,000       \$ 345,000       \$ 204,000.00       \$ 753,000.00         5/1/34       \$ 7,815,000       \$ -       \$ 195,375.00       \$ -         11/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	11/1/31	\$ 8,805,000	\$	315,000	\$ 220,125.00	\$ 755,250.00
5/1/33       \$ 8,160,000       \$ -       \$ 204,000.00       \$ -         11/1/33       \$ 8,160,000       \$ 345,000       \$ 204,000.00       \$ 753,000.00         5/1/34       \$ 7,815,000       \$ -       \$ 195,375.00       \$ -         11/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	5/1/32	\$ 8,490,000	\$	-	\$ 212,250.00	\$ -
11/1/33       \$ 8,160,000       \$ 345,000       \$ 204,000.00       \$ 753,000.00         5/1/34       \$ 7,815,000       \$ -       \$ 195,375.00       \$ -         11/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	11/1/32	\$ 8,490,000	\$	330,000	\$ 212,250.00	\$ 754,500.00
5/1/34       \$ 7,815,000       \$ -       \$ 195,375.00       \$ -         11/1/34       \$ 7,815,000       \$ 360,000       \$ 195,375.00       \$ 750,750.00	5/1/33	\$ 8,160,000	\$	-	\$ 204,000.00	\$ -
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5/1/35 \$ 7.455.000 \$ - \$ 186.375.00 \$ -	11/1/34	\$ 7,815,000	\$	360,000	\$ 195,375.00	\$ 750,750.00
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11/1/35 \$ 7,455,000 \$ 380,000 \$ 186,375.00 \$ 752,750.00	11/1/35	\$ 7,455,000	\$	380,000	\$ 186,375.00	\$ 752,750.00
5/1/36 \$ 7,075,000 \$ - \$ 176,875.00 \$ -	5/1/36	\$ 7,075,000	\$	-	\$ 176,875.00	\$ -
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5/1/37 \$ 6,675,000 \$ - \$ 166,875.00 \$ -	5/1/37			-	166,875.00	-
11/1/37 \$ 6,675,000 \$ 420,000 \$ 166,875.00 \$ 753,750.00	11/1/37			420,000	166,875.00	753,750.00
5/1/38 \$ 6,255,000 \$ - \$ 156,375.00 \$ -	5/1/38			-	\$ 156,375.00	\$ -
11/1/38 \$ 6,255,000 \$ 440,000 \$ 156,375.00 \$ 752,750.00	11/1/38	\$ 6,255,000	\$	440,000	\$ 156,375.00	\$ 752,750.00

### Amortization Schedule Community Development District Series 2016, Special Assessment Revenue Bond.

### (Term Bonds Due Combined)

Date	Balance	Principal		Interest		Annual	
5/1/39	\$ 5,815,000	\$ -	\$	145,375.00	\$	-	
11/1/39	\$ 5,815,000	\$ 465,000	\$	145,375.00	\$	755,750.00	
5/1/40	\$ 5,350,000	\$ -	\$	133,750.00	\$	-	
11/1/40	\$ 5,350,000	\$ 485,000	\$	133,750.00	\$	752,500.00	
5/1/41	\$ 4,865,000	\$ -	\$	121,625.00	\$	-	
11/1/41	\$ 4,865,000	\$ 510,000	\$	121,625.00	\$	753,250.00	
5/1/42	\$ 4,355,000	\$ -	\$	108,875.00	\$	-	
11/1/42	\$ 4,355,000	\$ 535,000	\$	108,875.00	\$	752,750.00	
5/1/43	\$ 3,820,000	\$ -	\$	95,500.00	\$	-	
11/1/43	\$ 3,820,000	\$ 560,000	\$	95,500.00	\$	751,000.00	
5/1/44	\$ 3,260,000	\$ -	\$	81,500.00	\$	-	
11/1/44	\$ 3,260,000	\$ 590,000	\$	81,500.00	\$	753,000.00	
5/1/45	\$ 2,670,000	\$ -	\$	66,750.00	\$	-	
11/1/45	\$ 2,670,000	\$ 620,000	\$	66,750.00	\$	753,500.00	
5/1/46	\$ 2,050,000	\$ -	\$	51,250.00	\$	-	
11/1/46	\$ 2,050,000	\$ 650,000	\$	51,250.00	\$	752,500.00	
5/1/47	\$ 1,400,000	\$ -	\$	35,000.00	\$	-	
11/1/47	\$ 1,400,000	\$ 685,000	\$	35,000.00	\$	755,000.00	
5/1/48	\$ 715,000	\$ -	\$	17,875.00	\$	-	
11/1/48	\$ 715,000	\$ 715,000	\$	17,875.00	\$	750,750.00	
Totals		\$ 11,425,000	\$ 1	0,135,087.50	\$	21,560,087.50	

### Capital Reserve Fund

# Bannon Lakes

### Community Development District

Description	Proposed Budget FY 2020	Actual Thru 6/30/20	Projected Next 3 Months	Total Projected 9/30/20	Approved Budget FY 2021
Revenues					
Carry Forward Surplus*	\$0	\$0	\$0	\$0	\$39,018
Capital Reserve Transfer In	\$50,000	\$50,000	\$0	\$50,000	\$2,040
TOTAL REVENUES	\$50,000	\$50,000	\$0	\$50,000	\$41,058
Expenditures					
Capital Outlay	\$25,000	\$7,841	\$3,000	\$10,841	\$25,000
Other Current Charges	\$140	\$36	\$105	\$141	\$420
TOTAL EXPENDITURES	\$25,140	\$7,877	\$3,105	\$10,982	\$25,420
EXCESS REVENUES	\$24,860	\$42,123	(\$3,105)	\$39,018	\$15,638

A.

#### **RESOLUTION 2020-07**

THE ANNUAL APPROPRIATION RESOLUTION OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2020, submitted to the Board of Supervisors ("Board") of the Bannon Lakes Community Development District ("District") proposed budgets ("Proposed Budget") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2020/2021") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT:

#### SECTION 1. BUDGET

a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget"**), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Bannon Lakes Community Development District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

#### **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of to 2020/2021, the sum of \$ to otherwise, which sum is deemed by the Board to District during said budget year, to be divided an	be necessary to defray all expenditures of the
TOTAL GENERAL FUND	\$
DEBT SERVICE FUND (SERIES 2016)	\$
TOTAL ALL FUNDS	\$

#### **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 29th DAY OF JULY, 2020.

ATTEST:	BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
	By:
Secretary/Assistant Secretary	lts:



#### **RESOLUTION 2020-08**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bannon Lakes Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in St. Johns County, Florida ("County"); and

**WHEREAS,** the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors ("Board") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budgets ("Budget") for Fiscal Year 2020/2021, attached hereto as Exhibit "A;" and

**WHEREAS,** the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District's Budget; and

**WHEREAS,** the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS,** Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS,** it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Budget; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("Uniform Method"), and the District has previously authorized the use of the Uniform Method

by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the assessment roll ("Assessment Roll") attached to this Resolution as Exhibit "B," and to certify the portion of the Assessment Roll related to certain developed property ("Tax Roll Property") to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property ("Direct Collect Property"), all as set forth in Exhibit "B;" and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

## NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT:

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2.** Assessment Imposition. Pursuant to Chapter 190 of the Florida Statutes, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), Florida Statutes, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

#### **SECTION 3.** COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.

- A. Tax Roll Assessments. The operations and maintenance special assessments imposed on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in Exhibits "A" and "B."
- B. **Direct Bill Assessments.** The operations and maintenance special assessments imposed on the Direct Collect Property shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibits "A" and "B."** Assessments directly collected by the District are according to the following schedule: 25% due no later

than October 15, 2020, 25% due no later than January 1, 2021, 25% due no later than April 1, 2021, and 25% due no later than July 1, 2021. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2020/2021, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

- C. **Future Collection Methods.** The decision to collect special assessments by any particular method e.g., on the tax roll or by direct bill does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
- **SECTION 4.** Assessment Roll. The District's Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified for collection. That portion of the District's Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.
- **SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.
- **SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.
- **SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

### PASSED AND ADOPTED this 29<sup>th</sup> day of July, 2020.

ATTEST:		BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT		
Secretary / As	ssistant Secretary	By: Its:		
Exhibit A: Exhibit B:	Budget Assessment Roll (Uniform Method) Assessment Roll (Direct Collect)			



#### **RESOLUTION 2020-09**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, Bannon Lakes Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within St. Johns County, Florida; and

**WHEREAS,** pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

**WHEREAS**, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

Seat Number	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Arthur Lancaster	11/2020
2	John Dodson	11/2022
3	Linda Scandurra	11/2020
4	Vacant	11/2022
5	Chris Hill	11/2020

This year, Seat 1, currently held by Arthur Lancaster, Seat 2, currently held by Linda Scandurra and Seat 4, currently held by Chris Hill are subject to election by landowners in November 2020. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2.	LANDOWN	ER'S ELEC	IION. In	accordance	with Sec	tion 190.000	b(2), Florida
Statutes, th	ne meeting of the	landowners to	elect Boar	d Supervisor	(s) of the	District sha	ll be held on
November	, 2020, at	a/p.m., and	located at _				·

- 3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.
- 4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its \_\_\_\_\_\_\_, 2020 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and

are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the office of the District Manager, at the office of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution,

SEVERABILITY. The invalidity or unenforceability of any one or more provisions of

or any part thereof.		
6. <b>EFFECTIVE DATE.</b> This R	esolution shall become	effective upon its passage.
PASSED AND ADOPTED THIS	DAY OF	, 2020.
		AKES COMMUNITY MENT DISTRICT
ATTEST:	CHAIRMAN	N / VICE CHAIRMAN
SECRETARY / ASST. SECRETARY	<u> </u>	

#### **EXHIBIT A**

## NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Bannon Lakes Community Development District ("District") the location of which is generally described as comprising a parcel or parcels of land containing approximately 559.24 acres, located in the area generally north of International Golf Parkway, east of I-95, west of U.S. Highway 1 and south of the Twelve Mile Swamp Conservation and Wildlife Management Area in St. Johns County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) person/people to the District's Board of Supervisors ("Board", and individually, "Supervisor"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE:	November, 2020
TIME:	
PLACE:	

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

James Oliver		
District Manager		
Run Date(s):	&	

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

#### INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT FOR THE ELECTION OF SUPERVISORS

DATE OF LANDOWNERS' MEETING:	, November, 2020
ГІМЕ: <b>.М.</b>	
LOCATION:	

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by <u>one</u> of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

#### LANDOWNER PROXY

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA LANDOWNERS' MEETING – NOVEMBER \_\_\_\_, 2020

described herein, hereby constitutes and appoints	<i>U</i> ,	1	
described herein, hereby constitutes and appoints for and on behalf of the undersigned, to vote as proxy at the i	meeting of the lar	ndowners of the Bannon Lake	S:
Community Development District to be held at			,
on November, 2020, at a/p.m., and at any adjournm	nents thereof, acco	ording to the number of acres of	) f
unplatted land and/or platted lots owned by the undersigned land			
vote if then personally present, upon any question, proposition, or considered at said meeting including, but not limited to, the electi			
Proxy Holder may vote in accordance with his or her discretion o			
of solicitation of this proxy, which may legally be considered at sa			•
1 3/ 3 5 5	C		
Any proxy heretofore given by the undersigned for sa			
continue in full force and effect from the date hereof until the			
adjournment or adjournments thereof, but may be revoked at any t at the landowners' meeting prior to the Proxy Holder's exercising			u
at the fandowners' meeting prior to the Froxy Fronder's exercising	the voting rights e	omerred herein.	
Printed Name of Legal Owner			
Signature of Legal Owner	Date		_
Parcel Description	Acreage	Authorized Votes	
rared Description	Acreage	Authorized votes	
[Insert above the street address of each parcel, the legal description	on of each parcel	or the tax identification numbe	•1
of each parcel. If more space is needed, identification of parcel			
attachment hereto.]	-		
Total Number of Authorized Votes			
Total Number of Authorized Votes:			

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2017), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

## OFFICIAL BALLOT BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ST. JOHNS COUNTY, FLORIDA LANDOWNERS' MEETING - NOVEMBER \_\_\_, 2020

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Bannon Lakes Community Development District and described as follows:

<u>Description</u>		Acreage
identification number	reet address of each parcel, the legal desof each parcel.] [If more space is needed, ince to an attachment hereto.]	
or		
Attach Proxy.		
I,votes as follows:	, as Landowner, as Landowner	, or as the proxy holder of er's Proxy attached hereto, do cast my
SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
4		
Date:	Signed:	•
Date.	Printed Name:	



## FIRST AMENDMENT TO THE AGREEMENT BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC. FOR AMENITY MANAGEMENT SERVICES

This First Amendment ("First Amendment") is made and entered into this \_\_\_\_ day of July, 2020, by and between:

**Bannon Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, with an address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

**Riverside Management Services, Inc.,** a Florida corporation, with a mailing address of 9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257 ("Contractor," together with District, "Parties").

#### **RECITALS**

WHEREAS, the District and the Contractor previously entered into an agreement for amenity management services (the "Services Agreement") attached hereto as Exhibit A; and

WHEREAS, pursuant to Section 20 of the Services Agreement, the parties desire to amend the Services Agreement to provide for additional service areas; and

WHEREAS, each of the parties hereto has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE,** based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

**SECTION 1.** The Services Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this First Amendment, nothing herein shall modify the rights and obligations of the parties under the Services Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification and sovereign immunity provisions, remain in full effect and fully enforceable.

#### **SECTION 2.** The Services Agreement is hereby amended as follows:

A. The Services Agreement is hereby renewed in accordance with Contractor's proposal attached hereto as **Exhibit B**. To the extent that any terms or conditions found in **Exhibit B** conflict with the terms of the Services Agreement or this Amendment, the Services Agreement and this Amendment control and shall prevail.

**SECTION 3.** All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

**IN WITNESS WHEREOF,** the parties hereto have signed this First Amendment to the Services Agreement on the day and year first written above.

ATTEST:	BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
Secretary/Assistant Secretary	Chairperson, Board of Supervisors
	LANDCARE GROUP, INC.
	Ву:
Ву:	Its:
Exhibit A: Services Agreement Exhibit B: Renewal Proposal	

### Exhibit A

# AGREEMENT BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC. FOR AMENITY MANAGEMENT SERVICES [FISCAL YEAR 2019-2020]

**This Agreement** ("Agreement") is made and entered into this \_\_\_ day of September, 2019 by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092 ("District"); and

Riverside Management Services, Inc., a Florida corporation, with a mailing address of 9655 Florida Mining Boulevard, Building 300, Suite 305, Jacksonville, Florida 32257 ("Contractor", together with District, "Parties").

#### RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Act"), by ordinance adopted by St. Johns County, Florida; and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District owns, operates and maintains a certain pool and amenity center ("Facilities"); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide amenity management services for the Facilities; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide amenity management services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein ("Services"); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

Now, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

**SECTION 1. INCORPORATION OF RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

#### SECTION 2. DESCRIPTION OF WORK AND SERVICES.

- A. The District desires that the Contractor provide professional amenity management services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in Exhibit A.
- B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.
- C. The Contractor shall provide the Services as shown in Section 3 of this Agreement. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.
- **D.** This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- SECTION 3. SCOPE OF AMENITY MANAGEMENT SERVICES. The Contractor will provide amenity management services for the Facilities. The duties, obligations, and responsibilities of Contractor are to provide the material, tools, skill and labor necessary for the Services attached as Exhibit A. To the extent any of the provisions of this Agreement are in conflict with the provisions of Exhibit A, this Agreement controls.
- SECTION 4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
- A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.
- B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.
- C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret

and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

- (1) The District hereby designates the District Manager to act as its representative.
- (2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.
- **D.** Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

#### SECTION 5. COMPENSATION; TERM.

- A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor Sixty Thousand Dollars (\$60,000.00) for amenity management services. The term of this Agreement shall be from the date first written above through September 30, 2020 unless terminated earlier by either party in accordance with the provisions of this Agreement.
- **B.** If the District should desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an, addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.
- C. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.
- D. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable at the beginning of each month, the Contractor shall invoice the District for all services performed in the prior month and any other sums due to the

Contractor. The District shall pay the invoice amount within thirty (30) days after the invoice date. The Contractor may cease performing services under this Agreement if any payment due hereunder is not paid within thirty (30) days of the invoice date. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

#### SECTION 4. INSURANCE.

- **A.** The Contractor shall maintain throughout the term of this Agreement the following insurance:
  - (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
    - (i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
  - (3) Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
  - (4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may

be required in connection with the District's obtaining the required insurance.

#### SECTION 5. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.
- C. In no event, however, shall Contractor be liable for incidental, special, punitive or exemplary damages in connection with this Agreement, even if notice was given of the possibility of such damages and even if such damages were reasonably foreseeable.

SECTION 9. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 6. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 7. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 8. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 9. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 10. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 11. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 12. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

**SECTION 13. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

Section 14. Independent Contractor Status. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 15. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 16. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 17. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement.

SECTION 18. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the Parties.

**SECTION 19. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 20. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District:

Bannon Lakes Community Development District

475 West Town Place, Suite 114

World Golf Village

St. Augustine, Florida 32092

Attn: District Manager

With a copy to:

Hopping Green & Sams, P.A. 119 S. Monroe Street, Suite 300 Tallahassee, Florida 32301 Attn: District Counsel

B. If to the Contractor:

Riverside Management Services, Inc. 9655 Florida Mining Boulevard Building 300, Suite 305 Jacksonville, Florida 32257

Attn:

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 21. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 22. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St. Johns County, Florida.

SECTION 23. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable

provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is Jim Oliver ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, JOLIVER@GMSNF.COM, 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

SECTION 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 25. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 26. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

Attest:	BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
Secretary/Assistant Secretary Board of Supervisors	By: ART CANCASTER  Its: CHAIRMAN  Board of Supervisors
Print Name:	
	RIVERSIDE MANAGEMENT SERVICES, INC.
Finather of Wights Witness	By: Richard M. Whetsel Its: President
Timothea A. Wright Print Name of Witness	

#### **EXHIBIT A**

#### Riverside Management Services, Inc.

9655 Florida Mining Blyd., Building 300, Suite 305, Jacksonville, FL 32257

#### WORK AUTHORIZATION FOR BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2020 FULL-TIME AMENITY MANAGER

#### Amenity Manager:

Riverside Management Services, Inc. shall provide Full-Time Amenity Manager for the Bannon Lakes Community Development District. These services include overseeing all amenity facilities, interacting with residents, prospective residents and their guests, social event execution, and promoting clubs and marketing. RMS has the ability to create a unique schedule to accommodate the needs of each community, which will include the following:

- The Amenity Manager is the liaison for the Community Development District Board of Supervisors and will attend all District Meetings.
- Will prepare a monthly Manager's Report detailing all activity such as all social events, clubs, upcoming
  events, residents' concerns, information regarding completed and planned maintenance projects, etc.
- Primary area of responsibilities will be management of District owned amenities and recreational facilities, to
  include the planning and execution of social events, programming of resident services, camps, and facility
  rentals
- · Respond to all resident questions and concerns regarding the District in a timely and professional manner.
- Maintain a professional relationship with all residents, welcoming and educating new homeowners, issuing
  access cards and maintaining data base, updating resident information, supervising staff members, monitoring
  facility usage and rentals.
- Responsible for updating and maintaining District communications platforms, to include the community website, marquee board, E-blasts and monthly newsletter.
- Coordinate with Operations Manager to ensure all District contracts such as pool maintenance, landscape, janitorial, security, pest control, etc. are in compliance with contract specifications
- Inspect Amenity Center and common areas for lighting, debris removal, pest control, signage and fencing necessary maintenance. Inspections include recommendations to improve safety and minimize potential hazards in order to prevent accidents from occurring
- Coordinate with maintenance staff and the Operations Manager regarding current and upcoming projects based upon inspection reports.
- Inventory cleaning products, paper products, office and first aid supplies.
- Coordinate, organize, and promote all social events and activities throughout the year, Administer rental
  program of District Facilities for private parties, social events and clubs.
- Educate staff members, security guards, residents, prospective residents and public on District policies and procedures.
- Prepare report for recommendations regarding modifications/updates to the policies and procedures as needed.
- Interactions regarding budgeting, maintenance recommendations, social event recommendations, coordination and communication with the Board of Supervisors and others.
- Process any insurance claims and related repair work.
- Provide recommendations for annual budget, marketing social events, promoting community clubs, etc.
- · Interface with vendors for repairs, billing, payments, and approve certain invoices.

#### General Provisions:

- RMS shall provide, at no charge to the District, company uniforms to all personnel providing these
  services.
- · Reasonable reimbursement for the expense of copies, office supplies, etc.
- District to provide computer, printer and/or any other office related supplies
- Additional staffing, organizing, purchasing, planning, set up and cleaning for special events and facility rentals shall be invoiced at \$25.00 per hour
- All RMS employees are subject to a background check, drug screening and physical.

Pricing:

Monthly Amount FY2020 Amount

Full-Time Amenity Manager

\$5,000

\$60,000

The pricing above includes social security and medicare taxes, federal and state unemployment tax, worker's compensation insurance, paid vacation, paid sick leave, employee prescreening (drug, physical and background check), payroll processing, administrative costs and health insurance single standard for full-time employees.

Chairman, Baunon Lakes CDD

Date

Riverside Management Services, Inc.

9 /30 /19 Date

#### **Exhibit B**

### RIVERSIDE MANAGEMENT SERVICES, INC.

9655 Florida Mining Boulevard West - Building 300 - Suite 305 - Jacksonville, Florida - 32257

June 19, 2020

Jim Oliver Bannon Lakes Community Development District 475 West Town Place, Suite 114 World Golf Village St. Augustine, Florida 32092

Re: Amenity Manager, Field Operations Management, Pool Maintenance and Janitorial Services

Dear Jim:

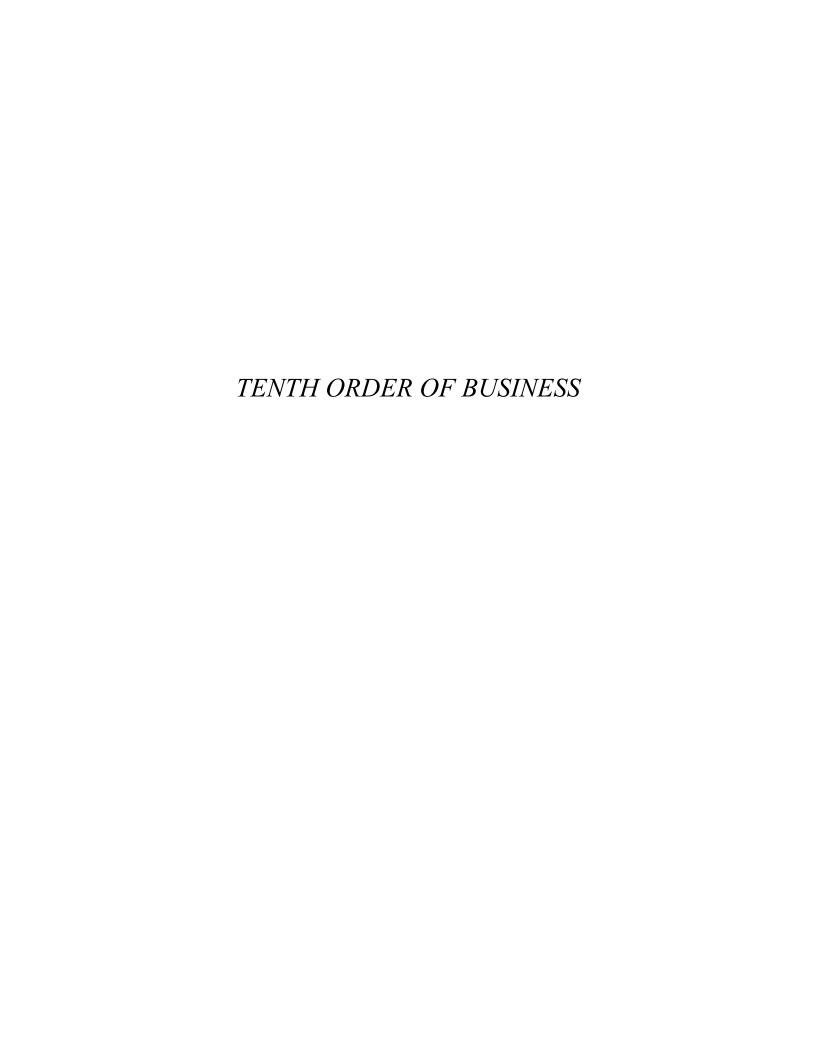
Please consider this proposal for Riverside Management Services, Inc. to continue providing the following services for the Bannon Lakes Community Development District.

Services	Proposed Fee <u>FY 2021</u>	FY2020 <u>Actual Fee</u>
Amenity Manager	\$60,000	\$60,000
Field Operations Management	<del>\$19,158</del>	<del>\$19,158</del>
Janitorial Service	<del>\$7,000</del>	\$7,000
Pool Maintenance	<del>\$10,926</del>	\$10,926

The proposed fees will remain static for all services listed above. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Rich Whetsel President



# SECOND AMENDMENT TO THE AGREEMENT BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC. FOR FIELD OPERATIONS AND AMENITY FACILITY MANAGEMENT SERVICES

This Second Amendment ("Second Amendment") is made and entered into this \_\_\_\_\_ day of July, 2020, by and between:

**Bannon Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, with an address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

**Riverside Management Services, Inc.,** a Florida corporation, with a mailing address of 9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257 ("Contractor," together with District, "Parties").

#### RECITALS

WHEREAS, on April 19, 2017, the District and the Contractor entered into an agreement for field operations management services (the "Original Agreement"), which was subsequently amended (the "First Amendment," together with the Original Agreement, the "Services Agreement") attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Section 20 of the Original Agreement, the parties desire to amend the Services Agreement in accordance with Section 2 below; and

WHEREAS, each of the parties hereto has the authority to execute this Second Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Second Amendment so that this Second Amendment constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE,** based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

**SECTION 1.** The Services Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Second Amendment, nothing herein shall modify the rights and obligations of the parties under the Services Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification and sovereign immunity provisions, remain in full effect and fully enforceable.

**SECTION 2.** The Services Agreement is hereby amended as follows:

A. The Services Agreement is hereby renewed in accordance with Contractor's proposal attached hereto as **Exhibit B**. Provided, however,

because such services are being provided by Contractor under a separate agreement, Amenity Staff services under the First Amendment are hereby removed from the Services Agreement effective September 30, 2019. To the extent that any terms or conditions found in the First Amendment and/or **Exhibit B** conflict with the terms of the Services Agreement or this Second Amendment, the Services Agreement and this Second Amendment control and shall prevail.

**SECTION 3.** All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

**IN WITNESS WHEREOF,** the parties hereto have signed this Second Amendment to the Services Agreement on the day and year first written above.

ATTEST:		BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
Secretary/Assistant Secretary		Chairperson, Board of Supervisors
		RIVERSIDE MANAGEMENT SERVICES, INC.
		By:
By:		Its:
Exhibit A: Exhibit B:	Services Agreement and First Amendment Renewal Proposal	

#### Exhibit A

#### AGREEMENT BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC. FOR FIELD OPERATIONS MANAGEMENT SERVICES

This Agreement ("Agreement") is made and entered into this day of April, 2017 by and between:

Bannon Lakes Community Development District, a local unit of specialpurpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, with an address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

Riverside Management Services, Inc., a Florida corporation, with a mailing address of 9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257 ("Contractor," together with District, "Parties").

#### RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, Florida Statutes, and located in St. Johns County, Florida; and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide field operations management services for the District; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide field operations management services and has agreed to provide to the District those services identified in Exhibit A, attached hereto and incorporated by reference herein ("Services"); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

Now, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

#### SECTION 2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide field operations management services within presently accepted standards, and as more specifically identified in

- **Exhibit** A. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit** A, this Agreement controls.
- B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.
- C. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.
- D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- SECTION 3. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
- A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.
- B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in Exhibit A unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.
- C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.
  - The District hereby designates the District Manager to act as its representative.
  - (2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

D. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

#### SECTION 4. COMPENSATION; TERM.

- A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor One Thousand Two Hundred Fifty Dollars (\$1,250.00) for field operations management services beginning \_\_\_\_\_\_\_\_, 2017 and continuing throughout the term of this Agreement. The term of this Agreement shall be from \_\_\_\_\_\_\_\_, 2017 through \_\_\_\_\_\_\_, 2018 unless terminated earlier by either party in accordance with the provisions of this Agreement.
- B. If the District should desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an, addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.
- C. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.
- D. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable at the beginning of each month, the Contractor shall invoice the District for all services performed in the prior month and any other sums due to the Contractor. The District shall pay the invoice amount within thirty (30) days after the invoice date. The Contractor may cease performing services under this Agreement if any payment due hereunder is not paid within thirty (30) days of the invoice date. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

#### SECTION 5. INSURANCE.

- A. The Contractor shall maintain throughout the term of this Agreement the following insurance:
  - Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
    - Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
  - (3) Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
  - (4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
  - (5) Employee Fidelity Insurance of at least \$500,000
- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

#### SECTION 6. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to indemnify, defend and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto.

Section 7. Sovereign Immunity. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, Florida Statutes, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 8. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 9. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 10. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief,

and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 11. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 12. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 13. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

Section 14. Permits and Licenses. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 15. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

Section 16. Independent Contractor Status. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create

any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 17. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 18. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 19. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of Exhibit A shall apply to this Agreement and Exhibit A shall not be incorporated herein, except that Exhibit A is applicable to the extent that it states the scope of services for the labor and materials to be provided under this Agreement.

SECTION 20. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the Parties.

SECTION 21. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 22. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

> Bannon Lakes Community Development A. If to District:

District

475 West Town Place, Suite 114 St. Augustine, Florida 32092 Attn: District Manager

With a copy to:

Hopping Green & Sams, P.A. 119 S. Monroe Street, Suite 300 Tallahassee, Florida 32301

Attn: District Counsel

#### B. If to the Contractor:

Riverside Management Services, Inc. 9655 Florida Mining Blvd. Building 300, Suite 305 Jacksonville, Florida 32257

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 23. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 24. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St. Johns County, Florida.

Section 25. Compliance with Public Records Laws. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is its District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as

authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850 OR 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

Section 26. Severability. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 27. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

Section 28. Counterparts. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
By: Arthur E. Lancaster Its: Chalman Board of Supervisors
RIVERSIDE MANAGEMENT SERVICES, INC.
By: Achult, Whitel Print: Richard M. Whatsel
Its: President / Managing Partner

Exhibit A: Proposal

#### Exhibit A

## Riverside Management Services, Inc.

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

# WORK AUTHORIZATION FOR BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

#### FIELD OPERATIONS MANAGEMENT SERVICES

Riverside Management Services, Inc. shall provide Field Operations Management Services for Bannon Lakes Community Development District. These services include contract administration, field related inspections, and oversight of the following items.

- Landscape Maintenauce
- Lake Maintenance
- Utility Accounts
- · Field Operations Budget
- Weekly Site Inspections
- Meeting with contractor's / service providers
- Attend District Board of Supervisors meetings
- · Provide an Operations Memorandum outlining all field related activity
- · Prepare maintenance plan for future District infrastructure
- Prepare Emergency Action Plan for hurricanes and significant weather events.
- Receive / Respond to resident emails and phone calls pertaining to District related issues.
- Capital / Project Management pricing and proposals can be provided based upon each individual project.

	Monthly Amount
Field Operations Management	\$1,250.00
Additional Services:	
Amenity Management / Staffing Services	TBD
General Maintenance Personnel (per hour + any materials)	\$35.00
General Provisions:  Reasonable reimbursement for the expense of copies, office supplies, mileage, etc.	
Chairman, Bannon Lakes CDD Date	
Riverside Management Services, Inc. Date	

# FIRST AMENDMENT TO THE AGREEMENT BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC. FOR FIELD OPERATIONS AND AMENITY FACILITY MANAGEMENT SERVICES

This First Amendment ("First Amendment") is made and entered into this \_\_\_\_\_ day of May, 2019, by and between:

Bannon Lakes Community Development District, a local unit of specialpurpose government established pursuant to Chapter 190, Florida Statutes, being situated in St. Johns County, Florida, with an address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

Riverside Management Services, Inc., a Florida corporation, with a mailing address of 9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257 ("Contractor," together with District, "Parties").

#### RECITALS

WHEREAS, on April 19, 2017, the District and the Contractor entered into an agreement for field operations management services (the "Services Agreement") attached hereto as Exhibit A; and

WHEREAS, pursuant to Section 20 of the Services Agreement, the parties desire to amend the Services Agreement to provide for additional service areas; and

WHEREAS, each of the parties hereto has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each party hereto.

Now, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Services Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this First Amendment, nothing herein shall modify the rights and obligations of the parties under the Services Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 2. The Services Agreement is hereby amended as follows:

A. The Services Agreement, as well as the title thereof, is hereby amended to reflect the updated scope of services pursuant to Contractor's proposal which includes additional services for recreation facility management, which proposal is attached hereto as Exhibit B.

B. Compensation for the services shall be amended in accordance with Exhibit B. Such payment shall be due and payable in accordance with the terms of the Services Agreement. To the extent that any terms or conditions found in Exhibit B conflict with the terms of the Services Agreement or this Amendment, the Services Agreement and this Amendment control and shall prevail.

SECTION 3. All other terms of the Services Agreement shall remain in full force and offeet and are hereby ratified.

IN WITNESS WHEREOF, the parties hereto have signed this First Amendment to the Services Agreement on the day and year first written above.

ATTEST:

Secretary/Assistant Scoretary

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

Chairperson, Board of Supervisors

RIVERSIDE MANAGEMENT SERVICES, INC

Exhibit A:

Services Agreement

Exhibit B:

Proposal

#### Exhibit B

## RIVERSIDE MANAGEMENT SERVICES, INC.

9655 Florida Mining Boulevard West - Building 300 - Suite 305 - Jacksonville, Florida - 32257

January 18, 2019

Jim Oliver Bannon Lakes Community Development District 475 West Town Place, Suite 114 World Golf Village St. Augustine, Florida 32092

Re: Part-Time Amenity Management/Staff, Field Operations Management, Pool Maintenance, and Janitorial Services
Dear Jim:

Please consider this proposal for Riverside Management Services, Inc. to provide the following services for the Bannon Lakes Community Development District. A description of the proposed increases are listed below.

Services	Proposed Fee FY 2019	FY 2019 Budget	FY 2018 <u>Fees</u>
Amenity Staff – 24 hours per week	\$31,200	\$30,900	\$0
Actual fee will be based upon start date			2
Field Operations Management	\$19,158	\$22,000	\$18,600
Previously revised – 3% for Cost of Living			
Janitorial Service (1 time per week)	\$7,000	\$7,000	\$6,480
Cost of Living and more labor intensive			
Pool Maintenance	\$10,926	\$8,800	\$8,196

Proposed increase is for an additional day of service per week year-round. Current schedule: One (1) day per week in Winter / Two (2) days per week in Summer Increase service: Two (2) days per week in Winter / Three (3) days per week in Summer

Should you have any questions or comments, please feel free to give me a call.

Sincerely, Rich Whetsel

#### **Exhibit B to Second Amendment**

## RIVERSIDE MANAGEMENT SERVICES, INC.

9655 Florida Mining Boulevard West - Building 300 - Suite 305 - Jacksonville, Florida - 32257

June 19, 2020

Jim Oliver Bannon Lakes Community Development District 475 West Town Place, Suite 114 World Golf Village St. Augustine, Florida 32092

Re: Amenity Manager, Field Operations Management, Pool Maintenance and Janitorial Services

Dear Jim:

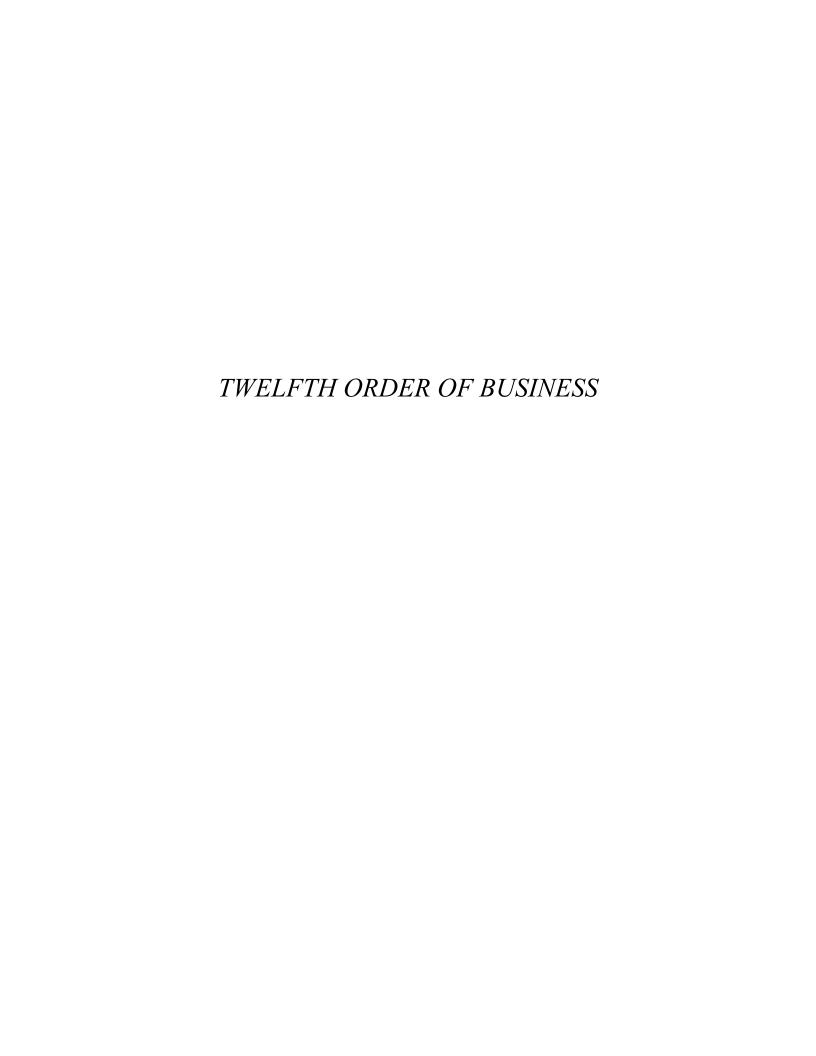
Please consider this proposal for Riverside Management Services, Inc. to continue providing the following services for the Bannon Lakes Community Development District.

<u>Services</u>	Proposed Fee <u>FY 2021</u>	FY2020 <u>Actual Fee</u>
Amenity Manager	<del>\$60,000</del>	<del>\$60,000</del>
Field Operations Management	\$19,158	\$19,158
Janitorial Service	\$7,000	\$7,000
Pool Maintenance	\$10,926	\$10,926

The proposed fees will remain static for all services listed above. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Rich Whetsel President





# REQUISITION NO. 145 (2016 Acquisition and Construction Account)

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT (ST. JOHNS COUNTY, FLORIDA) \$11,850,000

Special Assessment Revenue Bonds, Series 2016

The undersigned, a Responsible Officer of Bannon Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 145
- (B) Name of Payee: Clary & Associates, Inc.
- (C) Amount Payable: Total: \$3,850.00
- (D) Bannon Lakes CDD Invoice #2020-328
- (E) Fund or Account from which disbursement to be made: 2016
  Acquisition and Construction Account

### The undersigned hereby certifies that:

- 1. this requisition is for Costs of the 2016 Project payable from the 2016 Acquisition and Construction Account that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the 2016 Acquisition and Construction Account;

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated July 2, 2019

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

Y: Mur V. Arthur E. Lancaster

Chairperson, Board of Supervisors

# CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

ENGLAND, THIMS & MILLER, INC.

Bv:

Title: District Engineer

## Clary & Associates, Inc.

3830 Crown Point Road Suite A . Jacksonville. Florida 32257 . (904)260-2703

INVOICE NO 2020-328 06/30/20 DATE:

PAGE 1

3352

EASTLAND

DELIVER TO PER CONTRACT

700 PONTE VEDRA LAKES BLVD

PONTE VEDRA BEACH FL 32082

ORDERED BY: ART

DESCRIPTION: 05/18/20

W.O. NO. 2020-328

: F.M. LOT

SUBDIVISION: BANNON LAKES UNIT -

SECTION : 1 TOWNSHIP: 6S RANGE: 28E

ADDRESS : NINE MILE RD

ST. JOHNS

IN NAME OF : TOPOGRAPHIC ROUTE SURVEY FOR FORCE MAIN

ON SOUTH SIDE OF IGP

3,850.00

ROUTE SURVEY

TOTAL DUE \$3,850.00

Approv Accoun

Entered

Draw Note

COO ALR

PAYMENT DUE 10 DAYS FROM RECEIPT PLEASE REFER TO INVOICE NUMBER WHEN MAKING PAYMENT

# REQUISITION NO. 146 (2016 Acquisition and Construction Account)

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT (ST. JOHNS COUNTY, FLORIDA) \$11,850,000

## Special Assessment Revenue Bonds, Series 2016

The undersigned, a Responsible Officer of Bannon Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 146
- (B) Name of Payee: Clary & Associates, Inc.
- (C) Amount Payable: Total: \$9,600.00
- (D) Bannon Lakes CDD Invoice #2020-328-2
- (E) Fund or Account from which disbursement to be made: 2016
  Acquisition and Construction Account

### The undersigned hereby certifies that:

- 1. this requisition is for Costs of the 2016 Project payable from the 2016 Acquisition and Construction Account that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the 2016 Acquisition and Construction Account;

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated July 2, 2019

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

Arthur E. Lancaster

Chairperson, Board of Supervisors

# CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

ENGLAND, THIMS & MILLER, INC.

sy:

Title: District Engineer

# Clary & Associates, Inc.

3830 Crown Point Road Suite A . Jackschville Florida 32257 . (904)260-2703

INVOICE NO: 2020-328-2 DATE: 06/30/20

PAGE 1

3352

**EASTLAND** 

700 PONTE VEDRA LAKES BLVD PONTE VEDRA BEACH FL 32082 DELIVER TO:

PER CONTRACT, 24 SOFT DIGS

TOTAL

ORDERED BY: ART

DESCRIPTION: 06/05/20

W.O. NO 2020-328-2

LOT : F.M.

SUBDIVISION: BANNON LAKES UNIT -

SECTION : 1 TOWNSHIP: 6S RANGE: 28E

ADDRESS : NINE MILE RD

ST. JOHNS

IN NAME OF : SOFT DIGS FOR FORCE MAIN ROUTE SOUTH OF

IGP (SEE MARKUP FROM JASON CREWS @ ETM)

UTIL SOFT DIG (SUE LEVEL A)

9,600.00

TOTAL DUE

Draw Môtè

PAYMENT DUE 10 DAYS FROM RECEIPT PLEASE REFER TO INVOICE NUMBER WHEN MAKING PAYMENT *C*.

# NOTICE OF MEETINGS BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Bannon Lakes Community Development District will hold their regularly scheduled public meetings for **Fiscal Year 2021** at the Northeast Florida Regional Airport Conference Center, 4730 Casa Cola Way, St. Augustine, FL 32095 at 1:00 p.m. on the first Wednesday of each month listed (unless notated otherwise\*) as follows:

November 4, 2020 February 3, 2021 May 5, 2021 August 4, 2021



## Bannon Lakes Community Development District

## 9655 Florida Mining Blvd., Bldg. 300, Suite 305, Jacksonville, Florida 32257

## **Memorandum**

**Date: July 2020** 

To: Bannon Lakes Board of Supervisors

Jim Oliver, Richard Whetsel

From: Brian Stephens

**Operations Manager** 

**Re:** Bannon Lakes CDD

**Monthly Operations Report** 

The following is a summary of activities related to the field operations of the Bannon Lakes Community Development District.

### **Landscape / Irrigation:**

- 1. Multiple irrigation repairs have been made.
- 2. Multiple Anis plants were replaced along International Golf Parkway.
- 3. Mulching of the property was completed in June.

#### **Amenity / Site:**

- 1. Cleaning of the pools is being done three (3) days per week.
- 2. The Amenity and Fitness Facilities are being cleaned weekly.
- 3. The interior paint has been touched up in the Clubhouse.
- 4. The exterior ceilings and wooden trim are being painted on the Clubhouse.
- 5. Freedom Pest Control is continuing monthly pest control services for the Amenity Center.
- 6. The annual Termite treatment for the Amenity Complex has been scheduled for August.
- 7. The filters have been replaced in all of the AC units.
- 8. The baseboards in the Clubhouse are being repainted.
- 9. All of the pool furniture and metal patio furniture has been pressure washed.
- 10. The baby changing station in the Women's Restroom was repaired and the paint was touched up.

- 11. Rugs were added at the entrances to the bathrooms, office, Clubhouse and Fitness Center.
- 12. The area rug and upholstery in the Clubhouse has been cleaned.
- 13. The main pool gate lock was repaired.
- 14. Multiple holes have been filled in at the Dog Park.
- 15. The trash cans on the dog waste stations have been replaced.
- 16. One (1) of the dog waste stations was relocated.
- 17. The hinges on the Dog Park gates were adjusted.
- 18. A new pressure washer was purchased for the property.
- 19. The sidewalk in front of the Clubhouse was pressure washed.
- 20. A flag pole was ordered for the Amenity Center.
- 21. The shower faucet was repaired on the pool shower.
- 22. The light that was not working the front entrance has been repaired.
- 23. We are currently working on repair/replacement options for the cushions on the patio furniture.
- 24. The pool was inspected by the St. Johns County Health Department and received a passing grade.

#### **Ponds:**

- 1. Lake Doctors is doing a good job maintaining the lakes.
- 2. Construction debris has been picked up in all of the lakes.

### **Other Projects:**

1. None at this time.

Should you have any questions or comments regarding the above information, please feel free to contact me at (904) 627-9271 or Rich at (904) 759-8923.



## **Bannon Lakes Community Development District**

### 435 Bannon Lakes Blvd, St Augustine, FL 32095

## Memorandum

Date: July 2020

To: Bannon Lakes Board of Supervisors

Jim Oliver & Richard Whetsel

From: Bre Meeks

**Facility Manager** 

Re: Bannon Lakes CDD

**Facility Manager Report** 

### **Clubhouse Usage:**

• Clubs are active and typically meet on a weekly basis. The clubhouse is reserved for private events with more prevalence on the weekends. All residents who use the clubhouse know that they are to wipe down any surfaces, maintain social distancing, and no more than 14 persons at a given time for safety measures during this time.

#### **Pool Usage:**

• The pool has many regulars that come daily. The residents are aware they are to maintain social distancing practices while at the pool at this time.

#### **Fitness Center Usage:**

• The Fitness Center is back at full capacity per the Governor's directive. The residents are aware they are to maintain social distancing practices while at the fitness center at this time.

#### **Clubs Active at Bannon Lakes:**

- Mahjong
- Women's Card Club
- Men's Card Club

#### **Events:**

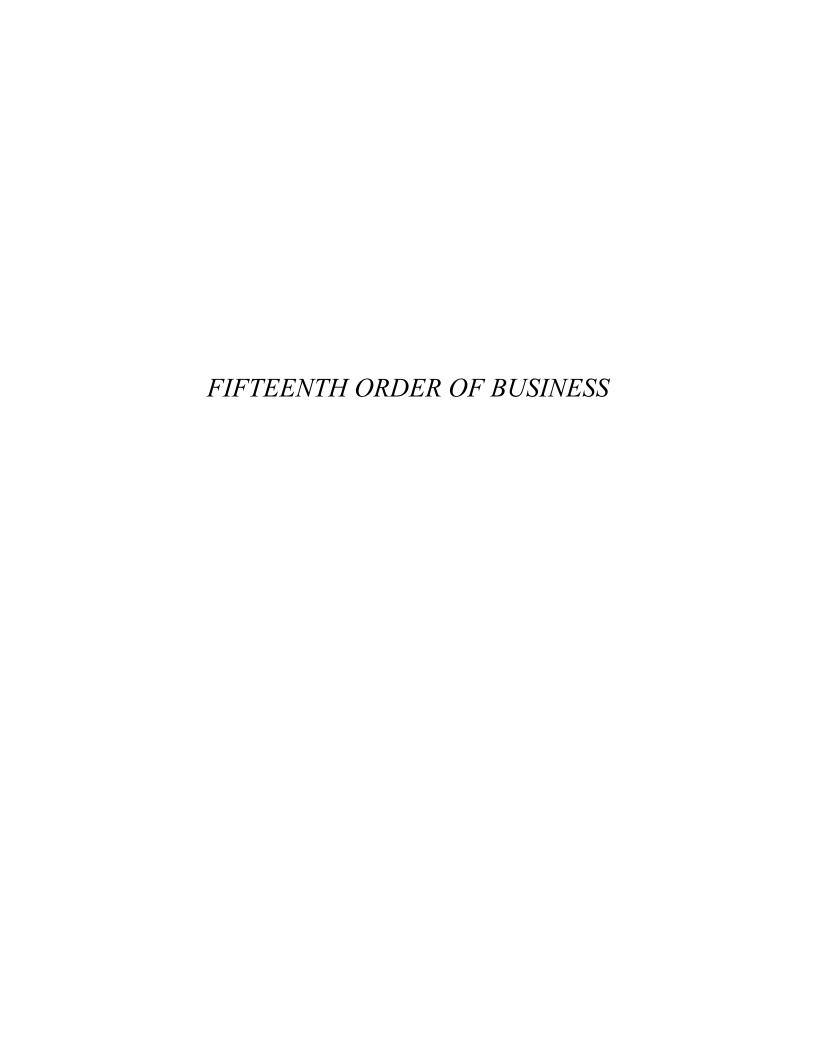
- Food trucks have been coming to the property on Fridays. Moving forward the food trucks will be coming to the property on Thursday.
- The movie "Onward" will be shown on a projector screen on the lawn on Friday, July 24th. For this event we partnered with Kona Ice to provide a refreshing treat to cool off the residents.

#### **Future Events:**

- A Zoom Workshop will be hosted by Florida Health Care Plans in mid-August and presented to residents that sign up.
- 'Dancing in the Streets' event will be held in early September at the Amenity Center.

#### **Facility Manager Tasks:**

- Facility Manager issues new resident access cards as needed.
- Facility Manager creates memorandums as needed for events and other items.
- Facility Manager is scheduling clubhouse events as needed.
- Facility Manager has revised the following existing forms:
  - Access Card Registration Form
  - o Facility Reservation Form
- Facility Manager has revised the existing policies.
- Facility Manager created a monthly newsletter for the community. The first issue of *The Bannon Lakes Buzz* was sent out in June of this year.



A.

# Bannon Lakes Community Development District

Unaudited Financial Statements as of June 30, 2020

## Community Development District

## Combined Balance Sheet

June 30, 2020

	Comonac	Debt Servíce	Capítal	Memorandum
ato	General	Debt Service	Reserve	Only
<u>Assets</u> :				
Cash	\$293,700		\$42,123	\$293,700
SBA - $GF$	\$101,365			\$101,365
Investments:				
Reserve		\$384,750		\$384,750
Interest		\$0		\$0
Revenue		\$486,735		\$486,735
Prepayment		\$76,637		\$76,637
Due From General Fund		\$3,626		\$3,626
Due from Capítal	\$1,345			\$1,345
Prepaid Expenses	\$1,000			\$1,000
Utilities Deposit	\$50			\$50
Total Assets	\$397,460	\$951,748	\$42,123	\$1,349,207
<u>Liabilities:</u>				
Accounts Payable	\$9,731			\$9,731
Accrued Expenses	\$250			\$250
Due to Debt	\$3,626			\$3,626
Fund Balances:				
Restricted for Debt Service		\$951,748		\$951,748
Nonspendable	\$50			\$50
Unassigned	\$383,803		\$42,123	\$383,803
Total Liabilities & Fund Equity	\$397,460	\$951,748	\$42,123	\$1,349,207

## Community Development District GENERAL FUND Statement of Revenues & Expenditures

For the Period ending June 30, 2020

	Adopted	Prorated	Actual	
	Budget	Thru 06/30/20	Thru 06/30/20	Variance
REVENUES:				
	<b>#277</b> (50	#277.650	#270.00 <b>2</b>	Ø1 242
Assessment - Tax Roll Assessment - Direct	\$377,650	\$377,650	\$378,892	\$1,242
	\$127,103	\$93,488	\$93,488	\$0 \$0
Developer Contríbutíons Interest	\$90,789 \$0	\$0 \$0	\$0 \$1,107	\$1,107
Facility Revenue	\$300	\$225	\$250	\$1,107
Total Revenues	\$595,842	\$471,363	\$473,737	\$2,374
EXPENDITURES:				
Engineering	\$4,000	\$3,000	\$0	\$3,000
Attorney Fees	\$12,000	\$9,000	\$4,128	\$4,873
Dissemination	\$4,100	\$3,075	\$3,375	(\$300)
Annual Audit	\$4,200	\$2,500	\$2,500	\$0
Arbitrage	\$600	\$0	\$0	\$0
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$10,000	\$4,333	\$4,333	\$0
Management Fees	\$45,000	\$33,750	\$33,750	\$0
Information Technology	\$1,733	\$1,300	\$1,300	(\$0)
Telephone	\$200	\$150	\$109	\$41
Postage	\$500	\$375	\$315	\$60
Insurance	\$5,800	\$5,800	\$5,750	\$50
Printing and Binding	\$3,000	\$2,250	\$739	\$1,511
Legal Advertísing	\$2,000	\$1,500	\$588	\$912
Other Current Charges	\$700	\$525	\$87	\$438
Office Supplies	\$1,000	\$750	\$51	\$699
Website Services	\$1,200	\$900	\$900	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Total Administrative	\$101,208	\$74,383	\$63,100	\$11,284
<u>Ameníty Cente</u> r				
Insurance	\$19,974	\$19,974	\$13,840	\$6,134
Utilities				
Phone/Internet/Cable	\$6,800	\$5,100	\$3,774	\$1,326
Electríc	\$25,000	\$18,750	\$10,357	\$8,393
Water/Irrigation	\$15,000	\$11,250	\$8,575	\$2,675
Gas	\$200	\$150	\$0	\$150
Refuse	\$3,100	\$2,325	\$2,478	(\$153)
Security				
Security Monitoring	\$600	\$450	\$0	\$450
Access Cards	\$2,500	\$1,875	\$0	\$1,875
Management Contracts				
Facility Management	\$60,000	\$45,000	\$45,000	\$0

## Community Development District GENERAL FUND Statement of Revenues & Expenditures

For the Period ending June 30, 2020

Pauliget Thru 06/30/20 Thru 06/30/20 Variance		Adopted	Pr	orated	I	Ictual	
Section   Sect		_	Thru	06/30/20	Thru	06/30/20	Variance
Field Mgmt/ Admin	Continued Management Contacts	C					
Tool Maintenance		\$22,000		\$16,500		\$14.369	\$2,132
Pool Chemicals	- 0						· · · · · · · · · · · · · · · · · · ·
Janitorial						. ,	
Janitorial Supplies		· · · · · · · · · · · · · · · · · · ·					
Tacility Maintenance		<i>'</i>					
Repairs & Maintenance         \$4,310         \$3,233         \$13,503         \$(50,700)           New Capital Projects         \$0         \$0         \$19,583         \$(519,583) <t< th=""><th>22</th><th>· · · · · · · · · · · · · · · · · · ·</th><th></th><th></th><th></th><th></th><th>· · · · · · · · · · · · · · · · · · ·</th></t<>	22	· · · · · · · · · · · · · · · · · · ·					· · · · · · · · · · · · · · · · · · ·
New Capital Projects         \$0         \$19,583         \$(519,583)           Special Events         \$5,000         \$2,786         \$2,786         \$0           Holiday Decorations         \$1,500         \$691         \$691         \$0           Fitness Center Repairs/Supplies         \$900         \$675         \$230         \$445           Office Supplies         \$1,500         \$1,125         \$158         \$967           ASCAP/BM Licenses         \$500         \$375         \$0         \$375           Pest Control         \$1,800         \$1,350         \$2,350         \$(1,000)           Amenity Center Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$141,000         \$10,575         \$12,849         \$70,999           Lanks Cape Mai	2	· · · · · · · · · · · · · · · · · · ·					
Special Events	2	*					
Holiday Decorations	2 2						
Fitness Center Repairs/Supplies   \$900   \$675   \$230   \$445     Office Supplies   \$1,500   \$1,125   \$158   \$967     ASCAP/BMI Licenses   \$500   \$375   \$0   \$375     Pest Control   \$1,800   \$1,350   \$2,350   \$(\$1,000)     Amenity Center Expenditures   \$210,634   \$161,570   \$161,069   \$501     Ground Maintenance Expenditures     Hydrology Quality/Mitigation   \$3,000   \$2,250   \$0   \$2,250     Landscape Maintenance   \$141,000   \$105,750   \$112,849   \$7,099     Landscape Contingency   \$20,000   \$15,000   \$11,105   \$3,895     Lake Maintenance   \$7,500   \$5,625   \$5,500   \$125     Ground Maintenance   \$8,000   \$6,000   \$579   \$5,421     Pump Repairs   \$2,000   \$1,500   \$0   \$1,500     Streetlight Repairs   \$2,000   \$6,750   \$6,478   \$272     Streetlight Repairs   \$5,000   \$2,633   \$2,633   \$0     Irrigation Repairs   \$7,500   \$5,625   \$3,210   \$2,415     Miscellaneous   \$5,000   \$3,750   \$330   \$3,420     Reclaim Water   \$76,000   \$57,000   \$24,941   \$32,059     Capital Reserve   \$0   \$0   \$50,000   \$55,000     Total Ground Maintenance Expenditures   \$284,000   \$211,883   \$217,625   \$85,000     TOTAL EXPENSES   \$595,842   \$447,837   \$441,794   \$6,043     FUND BALANCE - Beginning   \$0   \$351,910							
Office Supplies         \$1,500         \$1,125         \$158         \$967           ASCAP/BMI Licenses         \$500         \$375         \$0         \$375           Pest Control         \$1,800         \$1,350         \$2,350         (\$1,000)           Amenity Center Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$3,000         \$2,250         \$0         \$2,250           Landscape Maintenance         \$141,000         \$105,750         \$112,849         (\$7,099)           Landscape Contingency         \$20,000         \$15,000         \$11,105         \$3,895           Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs		*					
ASCAP/BMI Licenses         \$500         \$375         \$0         \$375           Pest Control         \$1,800         \$1,350         \$2,350         \$(1,000)           Amenity Center Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$210,634         \$161,570         \$161,069         \$501           Ground Maintenance Expenditures         \$3,000         \$2,250         \$0         \$2,250           Landscape Maintenance							
Pest Control		*					
Ground Maintenance Expenditures           Hydrology Quality/Mitigation         \$3,000         \$2,250         \$0         \$2,250           Landscape Maintenance         \$141,000         \$105,750         \$112,849         (\$7,099)           Landscape Contingency         \$20,000         \$15,000         \$11,105         \$3,895           Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043 <td< td=""><th></th><td></td><td></td><td></td><td></td><td></td><td></td></td<>							
Hydrology Quality/Mitigation         \$3,000         \$2,250         \$0         \$2,250           Landscape Maintenance         \$141,000         \$105,750         \$112,849         (\$7,099)           Landscape Contingency         \$20,000         \$15,000         \$11,105         \$3,895           Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$351,910 <th>Amenity Center Expenditures</th> <th>\$210,634</th> <th></th> <th>\$161,570</th> <th></th> <th>\$161,069</th> <th>\$501</th>	Amenity Center Expenditures	\$210,634		\$161,570		\$161,069	\$501
Landscape Maintenance         \$141,000         \$105,750         \$112,849         (\$7,099)           Landscape Contingency         \$20,000         \$15,000         \$11,105         \$3,895           Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           FUND BALANCE - Beginning         \$0 <t< th=""><th>Ground Maintenance Expenditures</th><th></th><th></th><th></th><th></th><th></th><th></th></t<>	Ground Maintenance Expenditures						
Landscape Maintenance         \$141,000         \$105,750         \$112,849         (\$7,099)           Landscape Contingency         \$20,000         \$15,000         \$11,105         \$3,895           Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           FUND BALANCE - Beginning         \$0 <t< td=""><th>Hydrology Quality/Mitigation</th><td>\$3,000</td><td></td><td>\$2,250</td><td></td><td>\$0</td><td>\$2,250</td></t<>	Hydrology Quality/Mitigation	\$3,000		\$2,250		\$0	\$2,250
Lake Maintenance         \$7,500         \$5,625         \$5,500         \$125           Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Landscape Maintenance	\$141,000		\$105,750		\$112,849	(\$7,099)
Ground Maintenance         \$8,000         \$6,000         \$579         \$5,421           Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Landscape Contingency	\$20,000		\$15,000		\$11,105	\$3,895
Pump Repairs         \$2,000         \$1,500         \$0         \$1,500           Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$351,943           FUND BALANCE - Beginning         \$0         \$351,910	Lake Maintenance	\$7,500		\$5,625		\$5,500	\$125
Streetlights         \$9,000         \$6,750         \$6,478         \$272           Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         (\$50,000)           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         (\$5,742)           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Ground Maintenance	\$8,000		\$6,000		\$579	\$5,421
Streetlight Repairs         \$5,000         \$2,633         \$2,633         \$0           Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Pump Repairs	\$2,000		\$1,500		\$0	\$1,500
Irrigation Repairs         \$7,500         \$5,625         \$3,210         \$2,415           Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         (\$50,000)           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         (\$5,742)           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Streetlights	\$9,000		\$6,750		\$6,478	\$272
Miscellaneous         \$5,000         \$3,750         \$330         \$3,420           Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         (\$50,000)           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         (\$5,742)           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Streetlight Repairs	\$5,000		\$2,633		\$2,633	\$0
Reclaim Water         \$76,000         \$57,000         \$24,941         \$32,059           Capital Reserve         \$0         \$0         \$50,000         \$50,000           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         \$5,742           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Irrigation Repairs	\$7,500		\$5,625		\$3,210	\$2,415
Capital Reserve         \$0         \$0         \$50,000         (\$50,000)           Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         (\$5,742)           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Miscellaneous	\$5,000		\$3,750		\$330	\$3,420
Total Ground Maintenance Expenditures         \$284,000         \$211,883         \$217,625         (\$5,742)           TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Reclaim Water	\$76,000		\$57,000		\$24,941	\$32,059
TOTAL EXPENSES         \$595,842         \$447,837         \$441,794         \$6,043           EXCESS REVENUES (EXPENDITURES)         \$0         \$31,943           FUND BALANCE - Beginning         \$0         \$351,910	Capital Reserve	\$0		\$0		\$50,000	(\$50,000)
EXCESS REVENUES (EXPENDITURES) \$0 \$31,943  FUND BALANCE - Beginning \$0 \$351,910	Total Ground Maintenance Expenditures	\$284,000		\$211,883		\$217,625	(\$5,742)
FUND BALANCE - Beginning \$0 \$351,910	TOTAL EXPENSES	\$595,842		\$447,837		\$441,794	\$6,043
FUND BALANCE - Beginning \$0 \$351,910	EXCESS REVENUES (EXPENDITURES)	\$0				\$31,943	Ţ
	FUND BALANCE - Beginning	\$0				\$351,910	
• • • • • • • • • • • • • • • • • • •	FUND BALANCE - Ending	\$0				\$383,853	

# Community Development District General Fund Month By Month Income Statement Fiscal Year 2020

	October	November	December	January	February	March	April	Мау	June	July	August	September	Total
Revenues:					- J			<i>y</i>	*	- /			
Assessments - Tax Roll	\$0	\$25,840	\$213,656	\$132,712	\$0	\$1,695	\$179	\$3,020	\$1,790	\$0	\$0	\$0	\$378,892
Assessments - Dírect	\$14,968	\$0	\$0	\$48,583	\$0	\$0	\$14,968	\$0	\$14,968	\$0	\$0	\$0	\$93,488
Developer Contributions - FR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$190	\$155	\$156	\$155	\$141	\$117	\$79	\$66	\$47	\$0	\$0	\$0	\$1,107
Facility Revenue	\$25	\$25	\$25	\$0	\$0	\$50	\$0	\$0	\$125	\$0	\$0	\$0	\$250
Total Revenues	\$15,183	\$26,020	\$213,837	\$181,450	\$141	\$1,862	\$15,226	\$3,086	\$16,931	\$0	\$0	\$0	\$473,737
<u>Expenditures</u> :													
<u>Admínístratív</u> e													
Supervisors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Attorney Fees	\$692	\$430	\$170	\$580	\$0	\$370	\$916	\$971	\$0	\$0	\$0	\$0	\$4,128
Dissemination	\$592	\$342	\$342	\$142	\$292	\$792	\$292	\$292	\$292	\$0	\$0	\$0	\$3,375
Annual Audit	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,500
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Trustee Fees	\$1,333	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,333
Management Fees	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$0	\$0	\$0	\$33,750
Computer Time	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$0	\$0	\$0	\$1,300
Telephone	\$7	\$0	\$23	\$27	\$0	\$33	\$0	\$0	\$18	\$0	\$0	\$0	\$109
Postage	\$12	\$32	\$3	\$127	\$9	\$23	\$14	\$4	\$92	\$0	\$0	\$0	\$315
Insurance	\$5,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,750
Printing and Binding	\$8	\$291	\$6	\$9	\$266	\$25	\$9	\$111	\$15	\$0	\$0	\$0	\$739
Legal Advertising	\$81	\$0	\$0	\$332	\$0	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$588
Other Current Charges	\$67 \$0	\$155 \$15	\$112 \$0	\$85 \$0	\$60 \$15	(\$433) \$0	\$10 \$0	\$16 \$13	\$16 \$6	\$0 \$0	\$0 \$0	\$0 \$0	\$87 \$51
Office Supplies Website Services	\$0 \$0	\$15	\$0 \$0	\$0 \$0	\$15 \$0	\$0 \$0	\$0 \$0	\$13 \$800	\$6 \$100	\$0 \$0	\$0 \$0	\$0 \$0	\$51 \$900
	* -	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0		\$100 \$0	* *	\$0 \$0	\$0 \$0	\$900 \$175
Dues, Licenses & Subscriptions	\$175				·			\$0		\$0			
Total Administrative	\$18,110	\$5,159	\$4,550	\$8,196	\$4,536	\$4,705	\$5,310	\$8,101	\$4,433	\$0	\$0	\$0	\$63,100
<u>Ameníty Center</u>													
Insurance (5.66)	\$13,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,840
Phone/Internet/Cable	\$421	\$420	\$420	\$420	\$201	\$637	\$419	\$418	\$418	\$0	\$0	\$0	\$3,774
Electric	\$1,206	\$1,162	\$1,277	\$1,289	\$1,207	\$1,231	\$1,124	\$815	\$1,044	\$0	\$0	\$0	\$10,357
Water/Irrigation	\$538	\$694	\$667	\$695	\$628	\$764	\$795	\$2,988	\$807	\$0	\$0	\$0	\$8,575
Gas	\$0	\$0	\$0	\$0	\$0 \$253	\$0	\$0 622.4	\$0	\$0	\$0	\$0	\$0	\$0
Refuse	\$252	\$253	\$253	\$253	\$253	\$253	\$324	\$321	\$316	\$0	\$0	\$0	\$2,478
Security Monitoring Access Cards	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 50	\$0 \$0	\$0 \$0	\$0 50	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0
	\$5,000	\$0 \$5,000	\$0 \$5,000		\$0 \$5,000	\$0 \$5,000		\$0 \$5,000	\$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$45,000
Facility Management Field Mgmt/ Admin	\$5,000 \$1,597	\$5,000 \$1,597	\$5,000 \$1,597	\$5,000 \$1,597	\$5,000 \$1,597	\$5,000 \$1,597	\$5,000 \$1,507	\$5,000 \$1,597	\$5,000 \$1,507	\$0 \$0	\$0 \$0	\$0 \$0	\$45,000 \$14,369
Fiela Mgmt/ Aamin Pool Maintenance							\$1,597		\$1,597 \$011	\$0 \$0	\$0 \$0	\$0 \$0	
Pool Maintenance Pool Chemicals	\$911 \$600	\$1,737 \$240	\$911 \$1,169	\$911 \$0	\$911 \$720	\$911 \$180	\$911 \$840	\$911 \$0	\$911 \$537	\$0 \$0	\$0 \$0	\$0 \$0	\$9,021 \$4,285
Janitorial	\$583	\$240 \$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$0 \$0	\$0 \$0	\$0 \$0	\$4,283 \$5,250
Janitoriai Janitorial Supplies	\$383 \$0	\$383	\$583 \$0	\$383 \$380	\$383 \$21	\$583 \$0	\$353 \$354	\$383 \$406	\$383 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$5,250 \$1,161
Facility Maintenance	\$1,275	\$1,300	\$0 \$0	\$380 \$0	\$21 \$0	\$495	\$590	\$406 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$3,660
Jaciniy mainienance	\$1,273	\$1,300	\$0	20	\$0	\$ <del>4</del> 93	\$390	30	\$0	<b>3</b> 0	\$0	\$0	\$5,000

# Community Development District General Fund Month By Month Income Statement Fiscal Year 2020

	October	November	December	January	February	March	April	Мау	June	July	August	September	Total
Amenity Center Continued													
Repairs & Maintenance	\$1,000	\$3,322	\$2,555	\$1,875	\$1,549	\$1,177	\$0	\$1,650	\$375	\$0	\$0	\$0	\$13,503
New Capital Projects	\$10,005	\$0	\$0	\$2,483	\$7,095	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,583
Special Events	\$1,165	\$513	\$416	\$342	\$0	\$0	\$0	\$0	\$350	\$0	\$0	\$0	\$2,786
Holiday Decorations	\$0	\$691	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$691
Fitness Center Repairs/Supplies	\$0	\$0	\$0	\$0	\$230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230
Office Supplies	\$74	\$0	\$0	\$0	\$0	\$0	\$84	\$0	\$0	\$0	\$0	\$0	\$158
ASCAP/BMI Licenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pest Control	\$350	\$150	\$150	\$150	\$150	\$150	\$750	\$250	\$250	\$0	\$0	\$0	\$2,350
Total Amenity Center	\$38,817	\$17,662	\$14,996	\$15,978	\$20,144	\$12,978	\$13,369	\$14,938	\$12,187	\$0	\$0	\$0	\$161,069
Ground Maintenance Expenditures													
Hydrology Quality/Mitigation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscape Maintenance	\$12,487	\$12,487	\$12,487	\$12,487	\$12,487	\$12,487	\$12,642	\$12,642	\$12,642	\$0	\$0	\$0	\$112,849
Landscape Contingency	\$0	\$0	\$1,430	\$0	\$2,295	\$4,885	\$0	\$1,250	\$1,245	\$0	\$0	\$0	\$11,105
Lake Maintenance	\$475	\$475	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$0	\$0	\$0	\$5,500
Ground Maintenance	\$579	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$579
Pump Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Streetlights	\$727	\$720	\$727	\$723	\$723	\$723	\$723	\$702	\$708	\$0	\$0	\$0	\$6,478
Streetlight Repairs	\$0	\$968	\$0	\$1,665	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,633
Irrigation Repairs	\$790	\$558	\$57	\$642	\$167	\$198	\$178	\$370	\$250	\$0	\$0	\$0	\$3,210
Miscellaneous	\$0	\$0	\$0	\$0	\$330	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330
Reclaim Water	\$2,178	\$4,089	\$2,015	\$2,187	\$2,819	\$1,672	\$2,315	\$4,240	\$3,429	\$0	\$0	\$0	\$24,941
Capítal Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Total Ground Maintenance Expenditu	\$17,235	\$19,298	\$17,365	\$18,354	\$19,471	\$20,615	\$66,508	\$19,854	\$18,925	\$0	\$0	\$0	\$217,625
Total Expenses	\$74,162	\$42,118	\$36,911	\$42,528	\$44,151	\$38,298	\$85,188	\$42,893	\$35,545	\$0	\$0	\$0	\$441,794
Excess Revenues (Expenditures)	(\$58,979)	(\$16,098)	\$176,926	\$138,922	(\$44,010)	(\$36,436)	(\$69,961)	(\$39,807)	(\$18,614)	\$0	\$0	\$0	\$31,943

# <u>Community Development Distri</u>ct **DEBT SERVICE FUND**Statement of Revenues & Expenditures

For the Period ending June 30, 2020

	Adopted	Prorated	Actual	
	Budget	Thru 06/30/20	Thru 06/30/20	Variance
<u>REVENUES:</u>				
Interest Income	\$2,000	\$1,500	\$5,199	\$3,699
Special Assessments	\$769,808	\$769,808	\$767,226	(\$2,582)
Prepayments	\$0	\$0	\$209,676	\$209,676
TOTAL REVENUES	\$771,808	\$771,308	\$982,101	\$210,793
<u>EXPENDITURES</u> :				
<u>Seríes 2016</u>				
Interest Expense - 11/01	\$291,350	\$291,350	\$291,325	\$25
Principal Expense - 11/01	\$180,000	\$180,000	\$190,000	(\$10,000)
Principal Expense - 11/01 (Prepayment)	\$25,000	\$25,000	\$45,000	(\$20,000)
Interest Expense - 05/01	\$287,300	\$287,300	\$285,925	\$1,375
Principal Expense - 05/01 (Prepayment)	\$0	\$0	\$140,000	(\$140,000)
TOTAL EXPENDITURES	\$783,650	\$783,650	\$952,250	(\$168,600)
OTHER SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES AND USES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	(\$11,842)		\$29,851	
FUND BALANCE - Beginning	\$512,248		\$921,897	
FUND BALANCE - Ending	\$500,407		\$951,748	
		=		

# Bannon Lakes Community Development District CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures For the Period ending June 30, 2020

	Seríes
	2016
REVENUES:	
Developer Contribution	\$0
Interest Income	\$0
TOTAL REVENUES	\$0
EXPENDITURES:	
Capital Outlay	\$0
TOTAL EXPENDITURES	\$0
OTHER SOURCES/(USES)	
Interfund Transfer In (Out)	\$0
TOTAL OTHER SOURCES/(USES)	\$0
EXCESS REVENUES (EXPENDITURES)	\$0
FUND BALANCE - Beginning	\$0
FUND BALANCE - Ending	\$0

# Community Development District

Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period ending June 30, 2020

	Adopted	Prorated	Actual	
L	Budget	Thru 06/30/20	Thru 06/30/20	Variance
Revenues:				
General Fund Transfer In	\$0	\$0	\$50,000	\$50,000
Total Revenues	\$0	\$0	\$50,000	\$50,000
Expenditures				
Capital Outlay Other Current Charges	\$0 \$0	\$0 \$0	\$7,841 \$36	(\$7,841) (\$36)
Total Expenditures	\$0	\$0	\$7,877	(\$7,877)
Excess Revenues (Expenditures)	\$0		\$42,123	
OTHER SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
Total Other	\$0	\$0	\$0	\$0
Net Change in Fund Balance	\$0		\$42,123	
Fund Balance - Beginning	\$0		\$0	
Fund Balance - Ending	\$0		\$42,123	

## Bannon Lakes

### Community Development District Long Term Debt Report

### Series 2016 Special Assessment Bonds

Interest Rate: 4.5% -5.0% Maturity Date: 11/1/48 Reserve Fund Definition: 50% of Max Annual Debt Service Reserve Fund Requirement: \$382,750.00 \$384,750.00 Reserve Balance: Bonds outstanding - 1/31/2016 \$11,850,000 Less: May 1, 2016 \$0 Less: May 1, 2019 (Prepayment) (\$50,000)Less: November 1, 2019 (\$190,000)Less: November 1, 2019 (Prepayment) (\$45,000)Less: May 1, 2020 (Prepayment) (\$140,000)

Current Bonds Outstanding \$11,425,000



#### Bannon Lakes Community Development District Fy20 Assessment Receipts

		SERIES 2016		
		DEBT	FY 20	
		SERVICE	O&M	TOTAL
ASSESSED TO	# Units	ASMNT	ASMNT	ASMTS
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	65.57	=	27,627.53	27,627.53
RREF III-P-EP CYPRESS PARK FARMS LLC (ACRES)	68.86	=	29,013.76	29,013.76
RREF III-P-EP BANNON LAKES JV LLC (ACRES)	7.67		3,231.71	3,231.71
SUBTOTAL ADMIN O&M	142.10	-	59,873.00	59,873.00
LENNAR HOMES LLC	81	-	67,230.00	67,230.00
SUBTOTAL SERIES 2016 LOTS	81	-	67,230.00	67,230.00
				-
TAX ROLL ASSESSED	455	764,711.77	377,650.00	1,142,361.77
TOTAL ASSESSED	678	764,711.77	504,753.00	1,269,464.77

		SERIES 2016		
DUE / RECEIVED		DEBT	FY 20	
	BALANCE	SERVICE	O&M	TOTAL
	DUE	RECEIVED	RECEIVED	RECEIVED
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	-	=	27,627.53	27,627.53
RREF III-P-EP CYPRESS PARK FARMS LLC (ACRES)	-	-	29,013.76	29,013.76
RREF III-P-EP BANNON LAKES JV LLC (ACRES)			3,231.71	3,231.71
SUBTOTAL ADMIN O&M	-	-	59,873.00	59,873.00
LENNAR HOMES LLC	33,615.00	-	33,615.00	33,615.00
SUBTOTAL SERIES 2016 LOTS	33,615.00	-	33,615.00	33,615.00
TAX ROLL RECEIPTS	(3,770.70)	767,226.39	378,906.08	1,146,132.47
TOTAL RECEIPTS / DUE	29,844.30	767,226.39	472,394.08	1,239,620.47

DIRECT INVOICES DUE IN INSTALLMENTS OF 25% DUE 10/15/19, 1/1/20, 4/1/20, 7/1/20
LENNAR PACEL DOES NOT HAVE BOND DEBT ISSUED AT THIS TIME ANTICPATED ISSUE DURING FY20

THERE IS AN ADDITIONAL \$90,789 DUE FOR DEVELOPER CONTRIBUTION

#### TAX ROLL RECEIPTS

		SERIES 2016		
		DEBT SERVICE	O&M	TOTAL
DISTRIBUTION	DATE	RECEIVED	RECEIVED	RECEIVED
1	11/19/19	13,516.60	6,675.12	20,191.72
2	11/25/19	3,348.18	1,653.49	5,001.67
3	11/26/19	35,459.61	17,511.59	52,971.20
4	12/13/19	229,781.74	113,476.84	343,258.58
5 (11/26-12/6)	12/19/19	202,854.44	100,178.89	303,033.33
6 (11/2-11/3)	01/14/20	223,023.63	110,139.37	333,163.00
7 (11/9-12/31)	1/29/20	44,943.18	22,195.02	67,138.20
INTEREST	1/31/20	764.10	377.35	1,141.45
8 (1/1-1/31)	3/30/20	3,431.95	1,694.85	5,126.80
INTEREST	4/14/20	362.77	179.15	541.92
9 (2/1-4/30)	5/6/20	6,114.66	3,019.70	9,134.36
TAX CERTIFICATES	6/10/20	3,625.53	1,790.46	5,415.99
INTEREST	7/10/20	-	14.25	14.25
		-	-	-
	_	-	-	-
TOTAL TAX ROLL RECEIPTS		767,226.39	378,906.08	1,146,132.47

PERCENT COLLECTED DIRECT	0.00%	73.55%	73.55%
PERCENT COLLECTED TAX ROLL	100.33%	100.33%	100.33%
PERCENT COLLECTED	100.33%	93.59%	97.65%

*C*.

## Bannon Lakes Community Development District

### Check Run Summary

4/1/20 - 6/30/20

Date	Check Numbers	٤	Amount	Amount
General Fund				
4/1/20 - 4/30/20	629-645	\$	91,169.53	
5/1/20 - 5/31/20	646-660	\$	32,629.76	
6/1/20 - 6/30/20	661-672	\$	35,718.41	
	Total Checks			\$ 159,517.70
Capital Reserve				
4/1/20 - 4/30/20	1	\$	1,554.00	
6/1/20 - 6/30/20	2	\$	6,287.04	
			_	\$ 7,841.04
4/20/20	St Johns County Utility Dept	\$	8,809.37	
4/28/20	$\mathcal{A}\mathcal{T}\&\mathcal{T}$	\$	418.81	
4/24/20	$\mathcal{FPL}$	\$	1,847.79	
5/19/20	$\mathcal{A}\mathcal{T}\&\mathcal{T}$	\$	200.43	
5/19/20	St Johns County Utility Dept	\$	7,227.30	
5/28/20	$\mathcal{A}\mathcal{T}\&\mathcal{T}$	\$	217.95	
5/27/20	$\mathcal{FPL}$	\$	1,517.04	
6/19/20	St Johns County Utility Dept	\$	4,235.82	
6/22/20	$\mathcal{A}\mathcal{T}\&\mathcal{T}$	\$	200.43	
6/24/20	$\mathcal{FPL}$	\$	1,752.47	
6/29/20	$\mathcal{A}\mathcal{T}\&\mathcal{T}$	\$	217.95	
	Total Paid Electronically			\$ 26,645.36
Tot	tal General Fund			\$ 194,004.10

<sup>\*</sup> Fedex Invoices will be available upon request

AP300R \*\*\* CHECK NOS. 000629-000672

#### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 1 BANNON LAKES - GENERAL FUND BANK A BANNON LAKES-GENERAL

	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT# S		STATUS	AMOUNT	CHECK
4/02/20 00053	2/11/20 248A 202002 320-57200-0 BALANCE DUE DOG PARK PAVE	63000  COASTAL PAVERSCAPES	*	3,547.50	3,547.50 000629
4/02/20 00030	3/25/20 1030087 202003 320-57200-! MAR PEST CONTROL		*	150.00	
4/02/20 00013	2/28/20 9698 202002 330-53800-4 FEB IRRIGATION REPAIRS	LANDCARE GROUP, INC.	*	167.00	
4/02/20 00013	3/30/20 9769 202003 330-57200- REMOVE ROOTS/INSTALL TREE	46210	*	4,505.00	4,505.00 000632
4/02/20 00013	4/01/20 9843 202004 330-53800-4 APR LANDSCAPE MAINTENANCE	46200	*	12,642.14	12,642.14 000633
4/02/20 00019	3/23/20 13129559 202003 320-57200-4 POOL CHEMICALS	45210	*	180.00	
4/02/20 00018	3/16/20 68710456 202004 320-57200-4 APR REFUSE		*	323.52	
4/02/20 00014	3/23/20 82 202002 320-57200-6 FEB REPAIRS/MAINTENANCE 3/23/20 82 202002 320-57200-6 FEB JANITORIAL SUPPLIES	60000 45310	*	1,074.84	
4/02/20 00014	3/23/20 83 202002 320-57200-4	RIVERSIDE MANAGMENT SERVICES, I 49400  RIVERSIDE MANAGMENT SERVICES, I	*	207.00	
4/09/20 00003	4/01/20 62 202004 310-51300-3 APR MANAGEMENT FEES 4/01/20 62 202004 310-51300-3	34000		3,750.00	
	APR INFORM TECHNOLOGY 4/01/20 62 202004 310-51300-: APR DISSEMINATION SERVICE 4/01/20 62 202004 310-51300-: OFFICE SUPPLIES		*	291.67 .36	

#### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 2 BANNON LAKES - GENERAL FUND BANK A BANNON LAKES-GENERAL

CHECK VEND# DATE	DATE INVOICE YRMO DPT ACCT#		STATUS	AMOUNT	CHECK AMOUNT #
	4/01/20 62 202004 310-51300- POSTAGE	-42000	*	14.41	
	4/01/20 62 202004 310-51300-	-42500	*	8.85	
	COPIES	GOVERNMENTAL MANAGEMENT SRVCS LLC	1		4,209.71 000638
4/09/20 00014			*	583.33	
	APR JANITORIAL SERVICES 4/01/20 81 202004 320-57200-	-45200	*	910.50	
	APR POOL MAINTENANCE 4/01/20 81 202004 320-57200-	-46001	*	1,596.50	
	APR CONTRACT ADMIN 4/01/20 81 202004 320-57200-		*	5,000.00	
	300 03000 0000000			5,000.00	
		RIVERSIDE MANAGMENT SERVICES, INC	: 		8,090.33 000639
4/16/20 00013	3/31/20 9928 202003 330-53800- MAR IRRIGATION REPAIRS		*	198.25	
	THE INCOMINA	LANDCARE GROUP, INC.			198.25 000640
4/23/20 00037	4/22/20 04222020 202004 300-20700-	-10200	*	3,431.95	
	3/30/20 SJC TAX DIST 8 4/22/20 04222020 202004 300-20700-	-10200	*	362.77	
	4/14/20 TAX DIST INTEREST	F BANNON LAKES CDD C/O BANK OF NEW			3,794.72 000641
4/23/20 00056			*	50,000.00	
1, 25, 25 5555	DEP FOR NEW CAP RES ACC			,	EO 000 00 000642
		BANNON LAKES CDD - CAPITAL RESERV			
4/23/20 00017	4/01/20 496693 202004 330-53800- APR LAKE MAINTENANCE		*	650.00	
		LAKE DOCTORS, INC.			650.00 000643
4/30/20 00014	4/20/20 84 202003 320-57200- MAR REPAIRS/MAINTENANCE		*	913.82	
	MAR REPAIRS/MAINIENANCE	RIVERSIDE MANAGMENT SERVICES, INC			913.82 000644
4/30/20 00014	4/20/20 85 202003 320-57200-	-45100	*	495.00	
	MAR PRESSURE WASHING SRVC	C RIVERSIDE MANAGMENT SERVICES, INC	1		495.00 000645
5/07/20 00030			*	600.00	
2, 37, 20 0000	RODENT CONTROL				600.00 000646
		FREEDOM PEST CONTROL			

AP300R \*\*\* CHECK NOS. 000629-000672

#### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 3 BANNON LAKES - GENERAL FUND BANK A BANNON LAKES-GENERAL

CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	ZENDOR NAME STATUS	AMOUNT	CHECK
5/07/20 00030	4/21/20 1032138 202004 320-57200-54500	*	150.00	
	APR PEST CONTROL FREEDOM PEST	CONTROL		150.00 000647
5/07/20 00013	FREEDOM PEST 5/01/20 10000 202005 330-53800-46200	*	12,642.14	
	MAY LANDSCAPE MAINTENANCE  LANDCARE GROU			12,642.14 000648
5/07/20 00019	4/15/20 13129559 202004 320-57200-45210	*		
	POOL CHEMICALS			840.00 000649
5/07/20 00018		*	320.52	
	MAY REFUSE	ZICES #687		320.52 000650
5/14/20 00003		TICES #687	3,750.00	
	MAY MANAGEMENT FEES 5/01/20 63 202005 310-51300-35100	*	144.42	
	MAY INFORM TECHNOLOGY 5/01/20 63 202005 310-51300-31600	*	291.67	
	MAY DISSEMINATION SERVICE 5/01/20 63 202005 310-51300-53000	*	100.00	
	MAY WEBSITE ADMIN 5/01/20 63 202005 310-51300-53000	*	700.00	
	OCT-APR WEBSITE ADMIN 5/01/20 63 202005 310-51300-51000	*	12.71	
	OFFICE SUPPLIES 5/01/20 63 202005 310-51300-42000	*	3.50	
	POSTAGE 5/01/20 63 202005 310-51300-42500	*	111.45	
	COPIES	MANAGEMENT SRVCS LLC		5,113.75 000651
5/14/20 00017	5/01/20 503062 202005 330-53800-46800	*	650.00	
	MAY LAKE MAINTENANCE	INC.		650.00 000652
5/14/20 00013	4/30/20 10100 202004 330-53800-46400	*	 178.00	
	ADD IDDICATION CEDUICEC	JP, INC.		178.00 000653
 5/14/20 00014	5/01/20 86 202005 320-57200-45300	·		
	MAY JANITORIAL SERVICES 5/01/20 86 202005 320-57200-45200 MAY POOL MAINTENANCE	*	910.50	

AP300R \*\*\* CHECK NOS. 000629-000672

#### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 4 BANNON LAKES - GENERAL FUND

BANK A BANNON LAKES-GENERAL

CHECK VEND# DATE	INVOICE EXPENSED TO DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	TRUOMA	CHECK AMOUNT #
	5/01/20 86 202005 320-57200-	46001	*	1,596.50	
	MAY CONTRACT ADMIN 5/01/20 86 202005 320-57200-	34000	*	5,000.00	
	MAY FACILITY MANAGEMENT	RIVERSIDE MANAGMENT SERVICES,	INC		8,090.33 000654
5/14/20 00002	4/28/20 I0327640 202004 310-51300-			175.02	
	NOTICE OF MEETING 5/6/20	THE ST AUGUSTINE RECORD			175.02 000655
5/21/20 00012		32200	*	2,000.00	
3,21,20 00012	AUDIT FYE 9/30/2019			•	2 000 00 000656
		GRAU & ASSOCIATES		370.00	
	4/30/20 114561 202003 310-51300- MAR GENERAL COUNSEL				
		HOPPING GREEN & SAMS			370.00 000657
5/28/20 00057	5/08/20 1258 202005 330-53800- REMOVE DEAD TREES	46200	*	1,250.00	
		BOLD CITY TREE SERVICE, INC.			1,250.00 000658
5/28/20 00030	5/19/20 1034465 202005 320-57200-			150.00	
	MAY PEST CONTROL	FREEDOM PEST CONTROL			150.00 000659
5/28/20 00030	5/19/20 1034694 202005 320-57200-			100.00	
	RODENT CONTROL	FREEDOM PEST CONTROL			100.00 000660
	6/01/20 10200 202006 330-53800-			12,642.14	
0,01,20 00013	JUN LANDSCAPE MAINTENANCE			•	12 642 14 000661
		LANDCARE GROUP, INC.	· ·		
	2/25/20 11107870 202002 320-57200- AED CABINET/SIGNS/PADS		<del>.</del>	263.00	
		LIFESAFE SERVICES LLC			263.00 000662
6/04/20 00018	5/16/20 68710594 202006 320-57200- JUN REFUSE		*	315.78	
		REPUBLIC SERVICES #687			315.78 000663
6/04/20 00014	5/18/20 87 202004 320-57200-		*	589.71	
	APR FACILITY MAINTENANCE 5/18/20 87 202004 320-57200- APR JANITORIAL SUPPLIES	45310	*	353.54	

#### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 5 BANNON LAKES - GENERAL FUND BANK A BANNON LAKES-GENERAL

CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
	5/18/20 87 202004 320-57200-	-51000	*	84.28	
	APR OFFICE SUPPLIES	RIVERSIDE MANAGMENT SERVICES	, INC		1,027.53 000664
6/11/20 00003	6/01/20 64 202006 310-51300-		*	3,750.00	
	JUN MANAGEMENT FEES 6/01/20 64 202006 310-51300-	-53000	*	100.00	
	JUN WEDSITE ADMIN 6/01/20 64 202006 310-51300-	-35100	*	144.42	
	JUN INFORM TECHNOLOGY 6/01/20 64 202006 310-51300-		*	291.67	
	JUN DISSEMINATION SERVICE 6/01/20 64 202006 310-51300-	<u> </u>	*	5.98	
	OFFICE SUPPLIES 6/01/20 64 202006 310-51300-		*	91.66	
	POSTAGE 6/01/20 64 202006 310-51300-		*	15.30	
	COPIES		•		
	6/01/20 64 202006 310-51300- TELEPHONE	-41000	*	18.24	
		GOVERNMENTAL MANAGEMENT SRVC	S LLC		4,417.27 000665
6/11/20 00005	5/31/20 115096 202004 310-51300-	-31500	*	916.00	
	APR GENERAL COUNSEL	HOPPING GREEN & SAMS			916.00 000666
6/11/20 00058	6/08/20 487-9941 202006 320-57200-		*	375.00	
	UPHOLSTERY CLEANING	JACK'S CLEANING SERVICE			375.00 000667
6/11/20 00017	6/01/20 509246 202006 330-53800-		*	650.00	
	JUN LAKE MAINTENANCE				650.00 000668
6/11/20 00014	6/01/20 88 202006 320-57200-	LAKE DOCTORS, INC.	<b>*</b>	583.33	
6/11/20 00014	JUN JANITORIAL SERVICES				
	6/01/20 88 202006 320-57200- JUN POOL MAINTENANCE	-45200	*	910.50	
	6/01/20 88 202006 320-57200- JUN CONTRACT ADMIN		*	1,596.50	
	6/01/20 88 202006 320-57200- JUN FACILITY MANAGEMENT		*	5,000.00	
	JUN FACILITY MANAGEMENT	RIVERSIDE MANAGMENT SERVICES	, INC		8,090.33 000669
6/18/20 00037	6/17/20 06172020 202006 300-20700-	-10200	*	6,114.66	
	5/6/20 SJC TAX DIST 9	BANNON LAKES CDD C/O BANK OF	NEW		6,114.66 000670

AP300R \*\*\* CHECK NOS. 000629-000672

### YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/21/20 PAGE 6 BANNON LAKES - GENERAL FUND

BANNON LAKES - GENERAL FUND BANK A BANNON LAKES-GENERAL

CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT# SUB	VENDOR NAME SUBCLASS	STATUS	AMOUNT	CHECK
6/18/20 00013	5/31/20 10258 202005 330-53800-4640 MAY IRRIGATION SERVICES LA	ONDCARE GROUP, INC.	*	370.00	370.00 000671
6/18/20 00019	6/08/20 13129559 202006 320-57200-4521 JUN POOL CHEMICALS	) DLSURE	*	536.70	536.70 000672
				59,517.70 59,517.70	





### RECEIVED

MAR 2 6 2020

### Coastal PaverScapes

"Get Inspired"

326 Shamrock Rd. St. Augustine, Fl 32086 Phone 904-226-3237 www.CoastalPaverScapes.com CoastalPaverscapes@yahoo.com INVOICE # 248 DATE: FEBRUARY 11, 2020

DATE DUE FEBRUARY 14, 2020

то

Bannon Lakes 435 Bannon Lakes Blvd. St. Augustine, FL 32095 C/O Robin Nixon 904-347-4575 RMS Management

A 53 1, 320,572,680

SALESPERSON	JOB/REF	PAYMENT TERMS	DUE DATE
TW	REF	Cash/Check or (Card +3%)	Upon Completion

QTY	DESCRIPTION	FTA	LINE TOTAL
	DOG PARK PAVERS Remove grass for paver installation Install paver base (2"-3' depth), compact and level out for paver installation Install new pavers per drawing Wash sand through joints and install concrete restraining edges around perimeter as needed Reset benches as needed Remove all debris from demolition/installation	Up to 920 ft²	6,100.00
	Optional Upgrade 1: Paver Sealer to protect from stains, UV rays, also helps stabilize joints.		995.00
	Relocate/Cap irrigation (up to 3 heads)	Allowance	N/A
	Pavers: Old Towne 3pc. Color: Sierra Wall Block: N/A		
	Deposit required to Commence work - 50%		
	Remaining Balance due upon completion		
		TOTAL PROJECT	7,095.00
		AMOUNT DUE FOR DEPOSIT	3,547.50
		REMAINING BALANCE	\$3,547.50

Proposal prepared by: Timothy West

This is a proposal on the goods/services named, subject to the conditions noted below: Coastal PaverScapes will provide all materials needed for installation. ANY ITEMS NOT STATED ARE NOT ASSUMED TO BE INCLUDED. Please feel free to ask if there is something you are not sure about.

#### Customer's Obligations:

- 1. Verify and obtain any application/authorization, including payment of any fees, required by the HOA (if applicable). Coastal PayerScapes will not be liable for:
- 1. Property damage from delivery/installation/demolition equipment or any person(s) not under management of Coastal PaverScapes..
- 2. Damages relating to brick delivery and paver base delivery that is possible in areas that pavers and base are delivered. Additional fees will apply if any repairs are requested.
  - 3. Shipping delays, weather delays, and/or production lead times.

#### General:

- Additional delivery/material as well as labor fees may apply if additional material is needed due to additions to original project or changes made by the customer.
- 2. Any additional pavers/materials are property of Coastal PaverScapes unless otherwise noted in this contract.
- All hardscape materials are purchased from Artistic Paver Mfg., Belgard or Tremron company unless otherwise noted in this contract.
- 4. Due to differences in production materials and other factors, brick colors may vary from each production run.
- 5. While the estimator tries to be as accurate as possible when measuring, in some cases additional material will need to be ordered to complete the project, at the customer's expense.
- Concrete restraining edges are not meant to be driven on. Any repairs required resulting from this activity will be at the customers expense.
- 7. All new installations are guaranteed with a 3 year Workmanship Warranty, all repairs are guaranteed with a 90 day Workmanship Warranty by Coastal PaverScapes. All hardscape material (pavers, wall block, etc..) is guaranteed by a warranty from their respective manufacturer.
- 8. All sealing applications include a 1 year warranty.

#### Returns/Refunds:

1. There will be NO RETURNS or REFUNDS on delivered material period.

To accept this proposal, sign here and return:	
To adoubt this proposal, sign here and constraint	Client/Client's Representative

By singing above, I agree to the payment outlined in this proposal for installation and authorize Coastal PayerScapes to commence work on the project. I have read and understood the conditions of this quote and recognize that this proposal now serves as a contract.

THANK YOU FOR YOUR BUSINESS!

### Service Sile Winvelers

INVOICE:

1030087

DATE: ORDER: 3/25/2020 1030087

904-272-BUGS (2847)

3600 Peoria Rd, Suite 103 Orange Park, FL 32065

[106210]

Bannon Lakes CDD

Bannon Lakes Resident's Club

435 B Bannon Lakes Blvd

St. Augustine, FL 32092

Billion

Weal,

<sub>ii</sub>. (1

[106210]

Bani Bani

Location

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, Ft. 32092

₩ <b>(5){(19</b> 51(5) ]} 3/25/2020		li delimildi:m 3JAKE	Jake Lalhan	Alfoolio_
Eluain	reconting towner net 30	Beetler wire   Map	(en)a	specially.
(9	CINTOTO	शिक्त्वराह्मी)(व	II.	िसांक् <u></u>
MONTHLY	Monthly Pest Cor	ntrol		150.00
			SUBTOTAL	\$150.00
			TAX	\$0.00
			AMT, PAID	\$0.00
naara paradoman da sana			TOTAL	\$150.00
(A)-A)-A)-A)-A)-A)-A)-A)-A)-A)-A)-A)-A)-A	BUL 2	379	AMOUNT DUE	\$150.00

PEST CONTROL 001.320, 57200, 54500

30 A

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MAR 2 7 2020

Balances unistanding over 30 days from the date or service may be subject to a late fee of the lesser of 15% per month (18% per year) or the maximum allowed by law. Customer agrees to pay account expenses in the event of collection.

Thereby a Cherek decides are facing completions tall a reason endired and entered pay the control survives is specified above.



Irrigation • Landscape • Maintenance

35 Enterprise Drive Bunnell, Ft. 32110 (386) 586-3321

Bannon Lakes C		
475 W. Town Pk	ice, Suite 114	
St. Augustine, FI	. 32092	
,		

# Invoice

Ì	Terms	Date	Invoice #
	Net 30	2/28/2020	9698

Project		Proje	ect#
Bannon Lakes CDD		MI	10
Description	Quantity	Rate Amo	ount
Bhiph 3:13-20 Leightion Repaires 001.330.53800.46400 RECEIVED MAR 27 2020		167.00	.00
		Total	\$167.0
Thank you for your business!		Payments/Credits	\$0.0
		Balance Due	\$167.00

#### Bannon Lakes CDD

<u>Date</u>	Location	Description	Ma	<u>iterial</u>		<u>Labor</u>	<u>To</u>	tal Cost
2/12	Bannon Lakes Amenity Center	2 poly couplings, MPR nozzle, RB nozzle	\$	12.50	\$	17.50	\$	30,00
2/19	Bannon Lakes Amenity Center	10' - 2 wire, 12 grease tubes and wire nuts	\$	32.00	\$	105.00	\$	137.00
					To	otal Due	\$	167.00



Irrigation • Landscape • Maintenance 35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

# **Invoice**

Terms	Date	Invoice #
Net 30	3/30/2020	9769

RECEIVED

MAR 27 2020

Project			Project #
Bannon Lakes Blvd. Oak Trees		M101	
Description	Quantity	Rate	Amount
Remove 2 root balls and install Oak Trees.			
Oak, Southern Live (Quercus virginiana) 6" Cal. 15'-18' Ht.	2	1,380.00	2,760.00
Tree Bracing Kit	2	75.00	150.00
Labor, General	12	35.00	420.00
Machine, Excavator Hours w/ Operator	3	100.00	300.00
Machine, Skid Steer Hours w/ Operator	3	125.00	375.00
Machine, Front End Loader Hours w/ Operator	2	150.00	300.00
Dump Fee Per Trip	2	100.00	200.00
REVISION 1 ———————————————————————————————————			•
		Total	\$4,505.00
Attn Brian Stephens		Payments/0	Credits \$0.00
		Balance	Due \$4,505.00



Irrigation • Landscape • Maintenance 35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

# Invoice

Terms	Date	Invoice #
Net 30	4/1/2020	9843

# RECEIVED

APR 1 2020

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of April	1	12,487.14	12,487.14
New area added to maintenance: Approx. 31,000 sq. ft. of non-irrigated Bahia on Doran Dr. toward Wendy's Landcare Group, Inc. was not made aware of the area until recently. Monthly fee will be increased by this amount going forward.	1	155.00	155.00
13 B) 1. 330, 538, 482			
1. 380, 538, 462			
	A VIII TO THE TOTAL CONTROL OF THE TOTAL CONTROL OT THE TOTAL CONTROL OF THE TOTAL CONTROL OF THE TOTAL CONTROL OT	Total	\$12642.14
Thank you for your business!		Payments/C	redits \$0.00
		Balance	Due \$12,642.14



#### Invoice

Date Invoice # 3/23/2020 131295591917

1707 Townhurst Dr Houston TX 77043 ar@poolsure.com 800-858-POOL (7665) www.poolsure.com Terms Net 20
Due Date 4/12/2020
PO #
Delivery Ticket # Sales Order #1329948
Delivery Date 3/23/2020
Delivery Location Bannon Lakes Pool
Customer # 13BAN025

Bill To

Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

Ship To Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item ID	Item	Quantity	Units	Rate	Amount
160-050	Pool Acid bulk by Gallon  3.27.20  Pool Chemicals  Doll 320, 87200, 45210	60	gal	3.00	180.00
	RECEIVED  MAR 2 7 2020		- A - A - A - A - A - A - A - A - A - A		

Total 180.00 Amount Due \$180.00

Remittance Slip

Customer 13BAN025

Invoice # 131295591917 Amount Due

Amount Paid

\$180.00

Make Checks Payable To

Poolsure PO Box 55372

Houston, TX 77255-5372



8619 Western Way Jacksonville FL 32256-036060

**Customer Service** (904) 731-2456 RepublicServices.com/Support

**Account Number** Invoice Number

Invoice Date

3-0687-0010861 0687-001045656 March 16, 2020

Past Due on 03/16/20 Payments/Adjustments **Current Invoice Charges**  \$252.85 \$0.00 \$323.52

**Payment Due Date** Total Amount Due Past Due \$576.37

**CURRENT INVOICE CHARGES** 

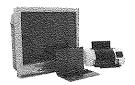
Description	Reference	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Bannon Lakes Cdd 435 Bannon Lakes Dr C St. Augustine, FL Contract: 9687022 (C51) 1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 04/01-04/30			\$228,54	\$228,54
Administrative Fee				\$5,95
Total Fuel/Environmental Recovery Fee				\$73.99
Total Franchise - Local				\$15,04
CURRENT INVOICE CHARGES, Due by Apr	il 05, 2020			\$323,52

18 (H) 1.320,572, 458



# Electronics Recycling with BlueGuard™

Convenient recycling solutions that are safe for your business and good for our planet. To learn more, visit RepublicServices.com/Electronics



Past Due	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>
	\$252.85	\$0.00	\$0.00

REPUBLIC

8619 Western Way Jacksonville FL 32256-036060

Please Return This Portion With Payment

**Total Enclosed** 

L2RCACDTNY 026235

Return Service Requested

 $1_{\frac{1}{2}} \prod_{i=1}^{n} \frac{1}{n} \prod_{i=1}^{n}$ **BANNON LAKES CDD** LOUIS COWLING 475 W TOWN PL **STE 114 ST AUGUSTINE FL 32092-3648** 

Total Amount Due	\$576.37		
Payment Due Date	Past Due		
Account Number	3-0687-0010861		
Invoice Number	0687-001045656		

For Billion Address Changes, Check Box and Complete Reverse

Make Checks Payable To:

 $1 \| \| \|_{L^{2}} \| \|_{L^{2}}$ 

REPUBLIC SERVICES #687 PO BOX 9001099 **LOUISVILLE KY 40290-1099**  L2RCACDTNY 026235 INNNNNNNNN NNN NNN 001 001

21594649.1

#### Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

# Invoice

Date	Invoice #
3/23/2020	82

Project

### RECEIVED

MAR 2 7 2020

Terms

Bill To
Bannon Lakes CDD 9655 Florida Mining Blvd W Suite 305 Jacksonville, FL 32257

Quantity	Description	Rate	Amount
	Facility Maintenance February 1 2020 - February 29, 2020 Maintenance Supplies	1,037.55 57.99	1,037.55 57.99
	B Styles 3-24-20 Repairs + Main = \$ 4,074.84		
	Acpains , Main = \$ 4074.84	***	
	001.320.57200.60000		
	JANITORIA Supplies \$20.70 001, 320, 57200, 45310		
	140		

P.O. No.

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT MAINTENANCE BILLABLE HOURS FOR THE MONTH OF FEBRUARY 2020

Date	Hours	Employee	Description
2/4/20	4	A.J.	Removed debris in all common areas, inspected playground equipment, checked and changed all trash receptacles in common areas, replaced and restocked dog waste bags
2/4/20	3	K.H.	Patched potholes along asphalt sidewalk from entrance to amenity center; removed plywood covering potholes, picked up supplies
2/4/20	3.5	K,B,	Pool preventive maintenance - cleaned probes, unclogged all tubes going into pool for chemicals, fixed tube that had small pin hole on chlorine side
2/11/20	4 .	K.H.	Removed debris at all entrances, all common areas, basketball and tennis courts and amenity center, checked and changed all trash receptacles, blew leaves and debris off basketball and tennis courts, park, sidewalk and patio, dusted building for spider eggs and webs
2/12/20	2.5	K.B.	Checked chlorine and P.H. making sure pumps working as intended, adjusted gates spring hinges
2/18/20	4	K.H.	Dusted building for spider webs, raked mulch under swing set, checked and changed trash receptacles, bleach cleaned algae spots on patio, replaced AC filter in fitness center and inspected others, repaired windscreen on tennis courts, removed debris along roadways, amenity center and lake, blew leaves and debris off sidewalk, patio, basketball and tennis courts
2/19/20	3.5	K.B.	Pool gate repair and maintenance
2/21/20	1	K.B.	Lubricated lock going into pool pump area, changed fuse in control box for pool that controls pH pump
2/25/20	3	K.H.	Removed debris at all entrances, lake, amenity center, dog park and roadways, checked and changed all trash receptacles and dog pots, dusted building for spider webs and eggs
TOTAL	28.5		
MILES	90		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

#### MAINTENANCE BILLABLE PURCHASES

#### Period Ending 03/05/20

<u>District</u> Bl	DATE	SUPPLIES	PRICE	EMPLOYEE
Bannon Lakes	2/7/20 2/12/20	Nylon Rope (2) Feminine Hygiene Liner Bag 500/case	28.70 20.70	K.H. R.N.
	2/20/20	Blaster 11oz Lube	6,31	K.B.
	2/20/20	Fuse	2,28	K.B.

TOTAL \$57.99

#### Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

# RECEIVED

MAR 2 7 2020

Invoice#: 83

Invoice Date: 3/23/2020 Due Date: 3/23/2020

Invoice

Case:

P.O. Number:

#### Bill To:

Bannon Lakes CDD 9655 Florida Mining Blvd W Suite 305 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Special Event - 3/5/20		207.00	207.00
1,320,572,4940			
		1	
		2	
	ninocon en		
	And the second s		
			·
	Total		\$207.00
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$207.00

#### SPECIAL EVENT

Period Ending 03/05/20

ź

<u>DISTRICT</u> BL	DATE	EVENT	SUPPLIES	PRICE	EMPLOYEE
BANNON LAKES	2/20/20	Easter	Plastlo Eggs Filled with Candy 500 pieces	103,50	R.N.
	2/20/20	Easter	Plastlo Eggs Filled with Toys 500 pieces	103,60	R.N.

TOTAL \$207.00

#### Governmental Management Services, LLC

1001 Bradford Way Kingston, TN 37763

### Invoice

RECEIVED

APR 2 2020

Invoice #: 62 Invoice Date: 4/1/20

Due Date: 4/1/20

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD 475 West Town Place Suite 114 St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - April 2020 1.3/2, 5/3, 3/10 Information Technology - April 2020 357 Dissemination Agent Services - April 2020 3/6 Office Supplies 570 Postage 420 Copies 435		3,750.00 144.42 291.67 0.36 14.41 8.85	3,750.00 144.42 291.67 0.36 14.41 8.85
3 A			
	and the state of t		

\$4,209.71
\$0.00
\$4,209.71

#### Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

### Invoice

Date	Invoice #
4/1/2020	81

Bill To
Bannon Lakes CDD 9655 Florida Mining Blvd W Suite 305 Jacksonville, FL 32257

RECEIVED

APR 3 2020

P.O. No.	Terms		Project	
		Rate	Amount	
530 2,4520		583.33 910.50	583,33 910,50	



Irrigation • Landscape • Maintenance

35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

# Invoice

Γ	Terms	Date	Invoice #
ľ	Net 30	3/31/2020	9928

RECEIVED

APR 1 3 2020

Project			Project #	
Bannon Lakes CDD	Bannon Lakes CDD			
Description	Quantity	Rate A	unount	
Irrigation Maintenance Service for March - see attached list.	)	198.25	198.25	
13 (A) 1.380,538,484				
1,380,536,484				
		Total	\$198,2:	
Thank you for your business!		Payments/Credit	<b>s</b> \$0.00	
		Balance Due	\$198.25	

#### **Bannon Lakes CDD**

<u>Date</u>	<u>Location</u>	Description	Ma	<u>iterial</u>	Ĩ	abor	Tot	al Cost
3/10	Amenity Center	3 MPR nozzles, 2 RB nozzles, poly	\$	37.00	\$	35.00	\$	72.00
3/12	Bannon Lakes Blvd.	coupling, drip tubing 11 MPR nozzles, (5) 1/2 sxs couplings,	\$	35.00	\$	52.50	\$	87.50
3/13	Bannon Lakes Blvd.	5' 1/2 flex tubing 3 poly couplings, 3' drip tubing	\$	3.75	\$	35.00	\$	38.75
					То	tal Due	\$	198.25

# Bannon Lakes COMMUNITY DEVELOPMENT DISTRICT

RECEIVED

General Fund

APR 22 2020

### **Check Request**

Date Amount		Authorized By	
April 22, 2020	\$3,794.72		Sheryl Fulks
	Bassalda	<b>.</b>	
	Payable	то:	
E	Bannon Lakes CDD c/o E	NY Mellon #37	
Date Check Needed:		Budget Category:	
ASAP		1-300-20700-10200	, <b>B</b>
	Intended Use of Funds	Requested:	
3/30/20	) SJC Tax Dist 8	3,431.95	,
4/14/20	SJC Tax Dist Interest	362.77	
		0.764 764	
		3,794.72	
(Attach sunn	orting documentation for	reauest )	
, maon supp	orang accommendation for	044001./	

#### Bannon Lakes Community Development District FY20 Assessment Receipts

		SERIES 2016	m14.00	
		DEBT	FY 20	
		SERVICE	O&M	TOTAL
ASSESSED TO	# Units	ASMNT	ASMNT	ASMTS
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	65.57	-	27,627.53	27,627.53
RREF III-P-EP CYPRESS PARK FARMS LLC (ACRES)	68.86	*	29,013.76	29,013.76
RREF III-P-EP BANNON LAKES JV LLC (ACRES)	7.67		3,231.71	3,231.71
SUBTOTAL ADMIN O&M	142.10	-	59,873.00	59,873.00
LENNAR HOMES LLC	81	_	67,230.00	67,230.00
SUBTOTAL SERIES 2016 LOTS	81	•	67,230.00	67,230.00
TAX ROLL ASSESSED	455	764,711.77	377,650.00	1,142,361.77
TOTAL ASSESSED	678	764,711.77	504,753.00	1,269,464.77

		SERIES 2016		
DUE / RECEIVED		DEBT	FY 20	
	BALANCE	SERVICE	O&M	TOTAL
	DUE	RECEIVED	RECEIVED	RECEIVED
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	13,813.77	-	13,813.76	13,813.76
RREF III-P-EP CYPRESS PARK FARMS LLC (ACRES)	14,506.88	-	14,506.88	14,506.88
RREF III-P-EP BANNON LAKES JV LLC (ACRES)	1,615.85		1,615.86	1,615.86
SUBTOTAL ADMIN O&M	29,936.50	-	29,936.50	29,936.50
LENNAR HOMES LLC	33,615.00	-	33,615.00	-
SUBTOTAL SERIES 2016 LOTS	33,615.00	-	33,615.00	•
TAX ROLL RECEIPTS	10,793.90	757,486.19	374,081.68	1,131,567.87
TOTAL RECEIPTS / DUE	74,345.40	757,486.19	437,633.18	1,161,504.37

DIRECT INVOICES DUE IN INSTALLMENTS OF 25% DUE 10/15/19, 1/1/20, 4/1/20, 7/1/20 LENNAR PACEL DOES NOT HAVE BOND DEBT ISSUED AT THIS TIME ANTICPATED ISSUE DURING FY20

THERE IS AN ADDITIONAL \$90,789 DUE FOR DEVELOPER CONTRIBUTION

#### TAX ROLL RECEIPTS

		· · · · · · · · · · · · · · · · · · ·		
		SERIES 2016		
		DEBT SERVICE	O&M	TOTAL
ST. JOHNS COUNTY DISTRIBUTION	DATE	RECEIVED	RECEIVED	RECEIVED
1	11/19/19	13,516.60	6,675.12	20,191.72
2	11/25/19	3,348.18	1,653.49	5,001.67
3	11/26/19	35,459.61	17,511.59	52,971.20
4	12/13/19	229,781.74	113,476.84	343,258.58
5 (11/26-12/6)	12/19/19	202,854.44	100,178.89	303,033.33
6 (11/2-11/3)	01/14/20	223,023.63	110,139.37	333,163.00
7 (11/9-12/31)	1/29/20	44,943.18	22,195.02	67,138.20
INTEREST	1/31/20	764.10	377.35	1,141.45
8 (1/1-1/31)	3/30/20	3,431.95	1,694.85	5,126.80
INTEREST	4/14/20	362,77	179.15	541.92
		-	_	-
		-	-	-
		-	<b>-</b>	-
		÷	-	-
			-	-
TOTAL TAX ROLL RECEIPTS		757,486.19	374,081.68	1,131,567.87

PERCENT COLLECTED DIRECT	0.00%	50.00%	23.55%
PERCENT COLLECTED TAX ROLL	99.06%	99,06%	99.06%
PERCENT COLLECTED	99.06%	86.70%	91.50%

# Bannon Lakes COMMUNITY DEVELOPMENT DISTRICT

RECEIVED

APR 1 7 2020

#### General Fund

### **Check Request**

Date	Date Amount							
April 17, 2020	\$50,000.00	Jim Oliver						
Payable to:								
В	annon Lakes CDD Capital Reserve #56	<b>D</b>						
Date Check Needed:	Budget Category:							
ASAP	1,300.53800.10000	8.						
	Intended Use of Funds Requested:							
<b>D</b> ерс	osit for new Capital Reserve Checking A	cct						
South Control of the								
(Attach supporting documentation for request.)								

## **INVOICE**

The Lake Doctors, Inc.
Aquatic Management Services

3543 State Road 419, Winter Springs, FL 32708 PH: 800-666-5253

Bill To

BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice #	496693
Account #	723475
Invoice Date	4/1/2020
Due Date	4/11/2020
Rep	MAS

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number		Terms	Invoice Date Reflects Month of		
		NET 10 DAYS	Servi	ice Provided	
Item		Description		Amount	
Allegade (16 agilian 16 de antique en artista (16 agilian 16 de antique en artista (16 agilian 16 agilian 16 a	Monthly Water Managemen Water Mgmt Serv - Addition	nt Service (R) onal Area Added Effective December 2019   7   1,330,538.46	18 A	475.00 175.00	
		APR 0.6 2020			
		Customer Total Balance \$650.00			
e confirm y		tiches your invoice amount if you use a bank bill . Thank you!	Total Invoice	\$650.00	

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

#### PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To

BANNON LAKES CDD

GMS MANAGEMENT

475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc. 3543 State Road 419 Winter Springs, FL 32708







Amount Enclose	d
	,

Invoice #	496693
Account #	723475
Date	4/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

IF PAYING BY CRE	DIT CARD,	FILL OUT BELOW
Mastercard	Visa _	American Express
Card #		
Card Verification # _		
Exp. Date #		
Print Name		
Billing Address:	_ Check box	if same as above
Signature		

#### Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

### Invoice

Invoice#: 84

Invoice Date: 4/20/2020 Due Date: 4/20/2020

Case:

P.O. Number:

### RECEIVED

Bill To:

Bannon Lakes CDD 9655 Florida Mining Blvd W Suite 305 Jacksonville, FL 32257 APR 24 2020

Description	Hours/Qty	Rate	Amount
Facility Maintenance March 1, 2020 - March 31, 2020 Maintenance Supplies  Black 4-23-20 Repairs + Maint, 14 (2000)  001.320.57200.60000		908.38 5.44	908.38 5.44
	Total		\$913.82
	والمقالمة فالمراج والمراج ويستان والمراج ويستان والمراج والمراج والمراج والمراج والمراج والمراج والمراج والمراج	nts/Credits	\$0.00
	Balanc	e Due	\$913.82

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT MAINTENANCE BILLABLE HOURS FOR THE MONTH OF MARCH 2020

Date	Hours	Employee	Description
3/6/20	6	C.N.	Move pool deck fumilure for cleaning and put back in place
3/10/20	4.5	K,H,	Removed debris at entrances, common areas, along roadways, amenliy center, park, sport courts, checked and changed all trash receptades in common areas, blew leaves and debris off basketball court, pickleball court, tennis court, breezeway and sidewalk, replaced wind screen on tennis and pickleball courts, dusted building for spider webs and eggs
3/11/20	2.5	K.B.	Pool maintenance on handleap chair
3/17/20	4	Қ. <b>н</b> .	Removed debris at entrances, all common areas, along roadways and amenity center, checked and changed all trash receptacies, dusted building for spider eggs and webs, cleaned outside of dog park fence with bleach, cleaned small "do not drink, golf cart parking" signs
3/17/20	1	K.B.	Fixed stenner pump for chlorine side
3/18/20	1	K.B.	Checked pool pump and chemicals, fixed gasket on skimmer filter
3/24/20	3	K.H.	Removed debits at entrances, common areas, amenity center, basketball and tennis courts and roadways, checked and changed all trash receptacles, blew leaves and debits off sidewalks, park, basketball court, pickleball court, tennis court and pavilion, dusted all building for spider webs and eggs, emptied and restocked dog pots
3/31/20	3	K.H.	Picked up supplies, checked and changed trash receptacles and dog pots, blew leaves and debris off all courts, sidewalks and patios, adjusted hinges on playground, removed debris around last lake along Bannon Lakes Boulevard and Orchard Lane, removed debris along roadways, common areas and amenity center, dusted buildings for spider webs and eggs
TOTAL	25	=	
MILES	75	<del>-</del>	'Mileage is reimbursable per section 112,061 Fiorida Statutes Mileage Rate 2009-0.445

#### MAINTENANCE BILLABLE PURCHASES

Period Ending 04/05/20

<u>DISTRICT</u> BL BANNON LAKES	DATE	SUPPLIES	PRICE	EMPLOYEE
BANNON LANCO	3/6/20	3/8" Toggle Anchors	2.73	8.S.
	3/6/20	Sheet Metal Screws (2)	2.71	8.S.

TOTAL \$5,44

## Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

RECEIVED

APR 24 2020

Invoice #: 85

Invoice Date: 4/20/2020

Due Date: 4/20/2020

Invoice

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD 9655 Florida Mining Blvd W Sulte 305 Jacksonville, FL 32257

Description	Hours/Qty Rate	Amount
Pressure Washing Services - March 2020  Blup b 421-20  Facility Maintage 031, 320, 57200, 45700 14 P		95.00 495.00
	Total	\$495.00
	Payments/Cred	lits \$0.00
	Balance Due	\$495,00

## Riverside Management Services, Inc.

## 9855 Florida Mining Blyd W., Bldg. 300, Suite 305, Jacksonville, Fl 32257

## Service Detail

Bill To:	Bannon Lakes CDD	invoice i	Date:	3/31/20
		Due Dat	e:	Upon Receipt
Amount Due:	<u>\$</u> 495.00			
Dale	Description	Ап	<u>10unt</u>	
2/8/20	Pressure Wash Pool Dack, Canoples and Patio Furniture	\$	495.00	

TOTAL AMOUNT DUE:

\$ 495,00

Should you have any questions, please contact Rich Whetset @ (904) 759-8923 or rwhatsel@gmsnf.com

Remit Payment

## Service Stip/Invotice

INVOICE:

1032138

DATE:

4/21/2020

ORDER:

1032138

904-272-BUGS (2847) 3600 Peoria Rd, Suite 103 Orange Park, FL 32065

Bill To:

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, Ft. 32092 RECEIVEDocation

MAY 5 2020

[106210]

Bannon Lakes COD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092

	me   Targel(Resi) 04 AM	hedindalis 2MARCUS	Marcus Lopez	-   Almedia
Ruralinae (e) r	ler 100me NET 30		(p)	and the column
- Children and Anni Anni Anni Anni Anni Anni Anni An				
Shylo		Description		i:Dia
MONTHLY	Monthly Pest Control			150.00
			SUBTOTAL	\$150.00
			TAX	\$0.00
			AMT. PAID	\$0.00
			TOTAL.	\$150.00
			And the second s	
	1011		AMOUNT DUE	\$150.00

18 Step 4-22-20 1657 CONTRO | 001.320.57200.54500

30 (A)

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of L5% per usual (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

Hierary acknowledge the satisfactory completion of all services replaced and agree to pay the control services as specified above.

## Service Steplinvokes

INVOICE:

1032848

DATE:

4/10/2020

ORDER:

1032848

FREEDOM PEST CONTROL 904-272-BUGS (2847)

3600 Peoria Rd, Suite 103 Orange Park, FL 32065 RECEIVED

Bill Tec

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092 MAY 5 2020

Work Location:

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Bivd St. Augustine, FL 32092

? <b>(₁)?:(4.9):</b> (₹6	( <b>f</b> (f)(c)	TrageftRest	irdinlden Nick	Nick To	lh	Uncello
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5	g <b>v</b> ýřáde		្រីពេលព្រំប្រែ			(FINI)
RODENT	HATTUS.	Rodent Control	a.co.m.u			600.00
					SUBTOTAL	\$600.00
					TAX AMT, PAID	\$0.00 \$0,00
					TOTAL	\$600.00
	B.A. Pest 1	10-20 V-10-20			AMOUNT DUE	\$600.00
	001.36	0.57200,54500				
		30	A)			



Irrigation • Landscape • Maintenance 35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

## Invoice

ſ	Terms	Date	Invoice #
~	Net 30	5/1/2020	10000

## RECEIVED

MAY 1 2020

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of May	l	12,642.14	12,642.14
13 B			
1,330.558,462			
	I HALINANIA III III III III III III III III I	Total	\$12642.14
Thank you for your business!		Payments/C	redits \$0.00
			Due \$12,642.14



#### Invoice

Date Invoice #

4/15/2020 131295592367

1707 Townhurst Dr Houston TX 77043 ar@poolsure.com 800-858-POOL (7665) www.poolsure.com

Net 20
6/5/2020
Sales Order #1330147
4/14/2020
Bannon Lakes Pool
13BAN025

BIIITo

Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

Ship To

Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and altorney fees.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	500	gal	1.50	750.00
160-050	Pool Acid bulk by Gallon	30	gal	3.00	90.00
	BALLA 4-20-20 Pool Chemicals 201, 320.57206.45210 19(A) IRECEIVED MAY 5 2020				

Total **Amount Due**  840.00 \$840.00

Remittance Slip

Customer 13BAN025 Invoice # 131295592367 Amount Due

\$840.00

**Amount Paid** 

Make Checks Payable To

Poolsure PO Box 55372 Houston, TX 77255-5372





8619 Western Way Jacksonville FL 32256-036060

(904) 731-2456 **Customer Service** RepublicServices.com/Support

Important Information

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

3-0687-0010861 **Account Number** Invoice Number 0687-001052550 Invoice Date April 16, 2020 Previous Balance Payments/Adjustments

Current Invoice Charges

<b>Total Amount Due</b>	Payment Due Date
\$320.52	May 06, 2020

#### **PAYMENTS/ADJUSTMENTS**

<u>Description</u>	<u>Reference</u>	<u>Amount</u>
Payment - Thank You 03/18	615	-\$252.85
Payment - Thank You 04/13	635	-\$323.52

#### CURRENT INVOICE CHARGES

<u>Description</u>	Reference	Quantity	Unit Price	<u>Amount</u>
Davis and Labora Colol, 425 Danage	- Lakas Dr CCA A472200454			

Bannon Lakes Cdd 435 Bannon Lakes Dr CSA A17238915 St. Augustine, FL. Contract: 9687022 (C51)

1 Waste Container 6 Cu Yd, 1 Lift Per Week

Pickup Service 05/01-05/31

Administrative Fee

Total Fuel/Environmental Recovery Fee

Total Franchise - Local

**CURRENT INVOICE CHARGES** 



\$5.95 \$71.13

\$228.54

\$576.37

-\$576.37

\$320.52

\$14.90

\$320.52

1, 320, 570, 45E

## Electronics Recycling with BlueGuard™

Convenient recycling solutions that are safe for your business and good for our planet. To learn more, visit RepublicServices.com/Electronics





8619 Western Way Jacksonville FL 32256-036060 Please Return This Portion With Payment

**Total Enclosed** 

L2RCACDTPZ 014665

Return Service Requested

BANNON LAKES CDD LOUIS COWLING 475 W TOWN PL **STE 114** ST AUGUSTINE FL 32092-3648

Total Amount Due	\$320.52
Payment Due Date	May 06, 2020
Account Number	3-0687-0010861
Invoice Number	0687-001052550

For Ciliang Address Changes, Chock Box and Complete Reverse.

Make Checks Payable To:

**REPUBLIC SERVICES #687** PO BOX 9001099 **LOUISVILLE KY 40290-1099** 

## **Governmental Management Services, LLC**

1001 Bradford Way Kingston, TN 37763

## Invoice

RECEIVED

MAY 7 2020

Invoice #: 63

Invoice Date: 5/1/20 Due Date: 5/1/20

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD 475 West Town Place Suite 114 St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - May 2020 /, 3/0, 5/3, 8/10 Information Technology - May 2020 Dissemination Agent Services - May 2020 3/6 Website Administration - May 2020 530 Website Administration - (October 2019 - April 2020) 530 Office Supplies Postage 4/20 Copies 1/25  3 A	7	3,750.00 144.42 291.67 100.00 100.00 12.71 3.50 111.45	3,750.00 144.42 291.67 100.00 700.00 12.71 3.50 111.45
	Total		\$5,113.75
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$5,113.75

## INVOICE



3543 State Road 419, Winter Springs, FL 32708 PH: 800-666-5253

Bill To

BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice #	503062
Account #	723475
Invoice Date	5/1/2020
Due Date	5/11/2020
Rep	MAS

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com

Purcha	se Order Number	Terms	- Charles	Reflects Month of Provided
anim ya wasanga, e ( gay mata A photo dan 18 d m to mata Mada Modello (1904) adamat at daha	and the second s	NET 10 DAYS		
ltem		Description		Amount
	Monthly Water Manager Water Mgmt Serv - Add	itional Area Added Effective December 2019	D 0,538.468	475.00 175.00
			0 7 2020	
		Customer Total Balance \$1,300.00		V. Northeader Propriess and Marie State Control of Marie State Contr
Please confirm y	our bank bill payer amount payer serv	matches your invoice amount if you use a bank bill ice. Thank you!	Total Invoice	\$650.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

#### PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To

BANNON LAKES CDD

GMS MANAGEMENT

475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc. 3543 State Road 419 Winter Springs, FL 32708







Amount Enclosed	
Control of the Contro	1

Invoice #	503062
Account #	723475
Date	5/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

	Visa American Expr
Card #	
Card Verification #	
Exp. Date #	
Print Name	
Billing Address:	Check box if same as above



Irrigation • Landscape • Maintenance

35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

## Invoice

Terms	Date	Invoice #
Net 30	4/30/2020	10100

## RECEIVED

MAY 1 2 2020

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for April - see attached list.  13 B  13 30,538	Į.	178.00	178.00
		Total	\$178.00
Thank you for your business!		Payments/Cre	dits \$0.00
		Balance D	ue \$178.00

#### Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	Description	<u>M</u> a	<u>aterial</u>	Ī	<u>abor</u>	To	tal Cost
4/3	Dog Park	14"x19" rectangular lid	\$	10.00	\$	17.50	\$	27,50
4/15	Amenity Center	2 RBs, 3 MPR nozzles, poly coupling	\$	32.50	\$	35.00	\$	67.50
4/21	Bannon Lakes Blvd.	(2) 1/2 couplings, 3 poly couplings	\$	2.50	\$	35.00	\$	37.50
		(2) 6" pop-ups, 3 MPR nozzles	\$	45.50			. \$	45.50
					То	tal Due	\$	178.00

## Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

## Invoice

Date	Invoice #
5/1/2020	86

## RECEIVED

MAY 0 8 2020

Bannon Lakes CDD	
9655 Florida Mining Blvd W	
Suite 305	
Jacksonville, FL 32257	

P.O. No.	Terms	Project

P				
Quantity	Description		Rate	Amount
	Janitorial Services - May 2020 320, 572, 453 Pool Maintenance Services - May 2020 320, 572.	はだつへ	583. 910.	
	Contract Administration - May 2020 320, 572. 4 Facility Management - Bannon Lakes - May 2020 320,	: 6/01 572, 3400	1,596. 5,000.	1,596.50 5,000.00
	14A	)		
			Total	\$8,090.33



## Questions on this invoice call:

(866) 470-7133 Option 2

	NEWSPAPER	12 14	13 15	16	BILLED 17	I TIMES	18	9
TART STOP	REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	UNITS	RUN	RATE	AMOUNT
03/29		Balance Forward						\$0.00
04/28 04/28	103276407-04282020	BOS RG MTG ZOOM 5/6/20	SA St Augustine Record	1.00 x 9.7500	9.75	1	\$8.98	\$87.56
04/28 04/28	103276407-04282020	BOS RG MTG ZOOM 5/6/20	SA St Aug Record Online	1.00 x 9.7500	9.75	1	\$8.97	\$87.46
		PREVIOUS AM	OUNT OWED:	\$0.00				
		NEW CHARGES	THIS PERIOD:	\$175.02				
		CASH <sup>-</sup>	THIS PERIOD:	\$0.00				
		DEBIT ADJUSTMENTS	THIS PERIOD:	\$0.00				
		CREDIT ADJUSTMENTS	THIS PERIOD:	\$0.00				
		V	Ve appreciate your business.					

2 A 1,3/0,5/3,480



INVOICE AND STA	TEM	ENT OF ACCOUNT	AGIN	G OF PAST DUE ACCOUNTS		* UNAPPLIED AN	IOUNTS ARE IN	CLUDED IN T	OTAL AMOUNT	DUE 58.
21 CURRENT NET AMOUNT	2	2 30 DAYS	60 DA	Ys	OVER	90 DAYS	* UNAPPL	IED AMOUNT	23	TOTAL AMOUNT DUE
\$175.02		\$0.00	\$0.	00	\$0	.00	\$	0.00		\$175.02
SALES REP/PHONE #	2	5			ADVE	TISER INFORMATION		<del></del>		
Melissa Rhinehart 904-819-3423		1 BILLING PERIOD	6 BiL	LED ACCOUNT NUMBER	7	ADVERTISER/CLIE/	NT NUMBER	2	ADVER	TISER/CLIENT NAME
		03/30/2020 - 05/03/2020		15652		15652		В	ANNON L	AKES CDD - GMS

MAKE CHECKS PAYABLE TO

The St. Augustine Record Dept 1261

PO Box 121261

Dallas, TX 75312-1261

Payment is due upon receipt.

## PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

ADVERTISER/CLIENT NAME

REMITTANCE ADDRESS



The St. Augustine Record

The St. Augustine Record Dept 1261 PO Box 121261 Dallas, TX 75312-1261

#### ADVERTISING INVOICE and STATEMENT

[1]	SILLING LEVI	VD	.1					
03/30/2020 - 05/03/2020				BANNON LAKES CDD - GMS				
23 TOT/	AL AMOU	NT DUE	* UNAPPLIE	AMOUNT	3	TERM	IS OF PAYMENT	
	\$175.02		\$0.	00		NET	15 DAYS	
I IRRENT NET AMOUN	T 22	30 DAYS		60 DAY	S		OVER 90 DAYS	
\$175.02		\$0.00		\$0.0	0		\$0.00	
E# 5 BILLI	NG DATE	6 BILLED ACC	OUNT NUMBER	7 ADVERT	SER/CLIENT NU	MBER	24 STATEMENT NUMBER	
05/03	3/2020	156	52		15652		0000068778	
	03/30/20 23 TOT/  JRRENT NET AMOUN \$175.02  E# 5 BILLI	03/30/2020 - 05/ 23 TOTAL AMOUI \$175.02 \$175.02	03/30/2020 - 05/03/2020  23 TOTAL AMOUNT DUE  \$175.02  PRENT NET AMOUNT 22 30 DAYS \$175.02 \$0.00  E# 5 BILLING DATE 6 BILLED ACCOUNTS	03/30/2020 - 05/03/2020  23	03/30/2020 - 05/03/2020 BANNOI     23	03/30/2020 - 05/03/2020   BANNON LAKES 0	03/30/2020 - 05/03/2020   BANNON LAKES CDD - 0     23	

BILLING ACCOUNT NAME AND ADDRESS



2159

BANNON LAKES CDD - GMS 475 W TOWN PL STE 114 SAINT AUGUSTINE FL 32092-3649

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The St. Augustine Record Dept 1261 PO Box 121261 Dallas, TX 75312-1261 Tue, Apr 28, 2020 9:02:21AM

## Legal Ad Invoice

# The St. Augustine Record

Send Payments to: The St. Augustine Record One News Place St. Augustine, FL 32086

Acct: 15652

9049405850 Phone:

Issues:

Name: BANNON LAKES CDD - GMS

Address: 475 W TOWN PLACE, STE 114

E-Mail:

Client: BANNON LAKES CDD - GMS City: SAINT AUGUSTINE

State: FL

Zip: 32092

Ad Number: 0003276407-01

04/28/2020

Caller: SHELBY STEPHENS

Paytype: BILL

04/28/2020 Stop:

Start: Placement: SA Legals

Rep: Melissa Rhinehart

1

Copy Line: NOTICE OF MEETING BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT PUBLIC MEETING HELD DURING P



Tue, Apr 28, 2020 9:02:21AM

Lines

Depth

Price

Columns

## Legal Ad Invoice

# The St. Augustine Record

Send Payments to: The St. Augustine Record One News Place St. Augustine, FL 32086

NOTICE OF MEETING BANNON LAKES COMMUNITY DEVELOPMENT DISTRICE

116

9.75

\$175.02

PUBLIC MEETING HELD DURING FUBLIC HEALTH EMERGENCY DUE TO COVID-19

PUBLIC HEALTH EMERGENCY
BUE TO COVID-19

Notice is hereby given that the Board of Supervisors ("Board") of the Board of Supervisors ("Board") of the Board of Supervisors ("Board") of the Board District ("District") will hold a regular meeting of the Board of Supervisors on Wednesday, May 6, 2020 at 1:00 pantole to be conduct by telephonic or video conferencing communications media technology 200th parsuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120-34(5)(b)2, Hondid Statutes. Argune wishing to access and participate in the meeting should refer to the District wessile www.BannonLakeyCDD.com or cantact the District Manager at pleiverloganson, com or (904) 940-5650 beginning seven (?) days in advance of the meeting to being held first the recessary ongoing District operations. At such time the Board is so authorized and may consider any business that may propuly come before it.

While it is necessary to hold the above referenced meeting of the District Manager at pleiverney bublic health conceptage, the District fidly encourages public participation in a safe and efficient moner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at 10110000 public health questions and comments to the District Manager at 10110000 public health questions are comments to the District Manager at 10110000 public health concepting. Participants may clos submit questions are comments to the District Manager in the meeting to all the meeting to the beautiful problems by calling (903) 940-5850 by the same time made above. Anyone existing and on the phone conference. Instructions to join the meeting by eight on telephone conference. Instructions to join the meeting by eight on telephone conference are smallable at www.lamnonLake 86.100cm.

st. Othersis.

A copy of the agenda may be ablasted by conducting the District Stanger at jolly criggment come or (904) \$40-5850 during mernal business boars or on the Districts website at www.BantsonLakes. CDD.com.

ing normal basiness bants or on the Districts website at www.Bantsonl. Akes CDD. 1880.

The meeting is open to the multik and will be examined in accordance with the gravisions of Biotida law for community development districts. The meeting may be continued to a date, three, and place to be specified on the second at such meeting, he person requiring special accommodations in order to necess and participate in the meeting feculate of a disability or physical impactures of a disability or physical impactuation of a disability or physical indicatement should context the District Manager's Office at least forty-eight (4-8) hours pilor to the meeting. If you are henting or specch impaired, phease contact the District Manager's Office at Notice), for aid in contacting the District Manager's Office at conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, siden conferencing, or other communications media technology being stilled to conduct this meeting should contact the District Manager's Office at least forty-eight (4-8) hours prior to the meeting. Similarly any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (4-8) hours in advance so that arrangements may be made.

Each person who decides to append any decision made by the Baant with re-

Tue, Apr 28, 2020 9:02:21AM

## Legal Ad Invoice

# The St. Augustine Record

Send Payments to: The St. Augustine Record One News Place St. Augustine, FL 32086

spect to any matter considered at the Meetings is solving that person will need a record of proceedings and that accordingly, the person was need to ensure that a verbatian record of the proceedings is made, including the testimony and evidence apan which such appeal is to be based.

James Oliver District Manager 0003275407 April 28, 2020 THE ST. AUGUSTINE RECORD Affidavit of Publication

BANNON LAKES CDD - GMS 475 W TOWN PLACE, STE 114

SAINT AUGUSTINE, FL 32092

ACCT: 15652 AD# 0003276407-01

PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

#### STATE OF FLORIDA COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a NOTICE OF MEETING in the matter of BOS RG MTG ZOOM 5/6/20 was published in said newspaper on 04/28/2020.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

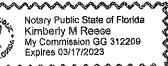
Sworn to (or affirmed) and subscribed before me by means of

[X] physical presence or [ ] online notarization

day of APR 2 8 7020

who is personally known to

me or who has produced as identification



#### NOTICE OF MEETING BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

#### PUBLIC MEETING HELD DURING PUBLIC HEALTH EMERGENCY DUE TO COVID-19

Notice is hereby given that the Board of Supervisors ("Board") of the Bannon Lakes Community Development Dis-trict ("District") will hold a regular Lakes Community Development District ("District") will hold a regular meeting of the Board of Supervisors on Wednesday, May 6, 2020 at 1:00 p.m. to be conduct by telephonic or video conferencing communications media technology ZOOM pursuant to Executive Orders 20-62 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2, Florida Statutes. Anyone wishing to access and participate in the meeting should refer to the District's website www.BannonLakesCDD.com or contact the District Managar at 10/wer@xmsnf.com or (904) 940-5850 beginning seven (?) days in advance of the meeting to obtain access information. The meeting is being held for the necessary ongoing District operations. At such time the Board is so authorized and may consider any business that may properly come er any business that may properly come before it.

er any husiness that may properly come before it.
While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at joliver@gmsnf.com by Tuesday, May 5, 2022 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling (904) 940-5850 by the same time noted above. Anyone wishing to listen and participate in the meeting can do so by video or telephone conference. Instructions to join the meeting by video or telephone conference are available at www.BannonLuke sCDD.com.

A copy of the agenda may be obtained by contacting the District Manager et sioly contacting the District Manager et sioly

congerence. Instructions to Join the meeting by video or telephone conference are available at www.BannonLake SCDD.com.

A copy of the agenda may be obtained by contacting the District Manager at join etc. The meeting the District Manager at join etc. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date, time, and place to be specified on the record at such meeting.

Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (46) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Renewing, please contact the Florida Renewing, for aid in contacting the District Manager's Office.

As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, and eventually accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver District Manager 0003276407 April 28, 2020

#### **Grau and Associates**

951 W. Yamato Road, Suite 280 Boca Raton, FL 33431www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

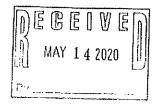
Bannon Lakes Community Development District 1408 Hamlin Avenue, Unit E Saint Cloud, FL 34771

Invoice No.

19497

Date

05/08/2020



**SERVICE** 

**AMOUNT** 

Audit FYE 09/30/2019

2,000.00

Current Amount Due

\$<u>2,000.00</u>

12 A 1,310,573,822

RECEIVED

MAY 1 5 2020

				***************************************	
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[ 0-30	31-00	01-90	#1 - 12U	OVELIZO	Balance
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#### Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300 P.O. Box 6526 Tallahassee, FL 32314

MAY 1 2 2020

850.222.7500

April 30, 2020

Bannon Lakes Community Development District c/o GMS, LLC 475 West Town Place, Suite 114 St. Augustine, FL 32092

Bill Number 114561 Billed through 03/31/2020

5 B 1. 310, 573, 315

General Counsel

ŘI CDD

00001

WCH

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BLCDD	00001	WSH	
FOR PRO	ESSION	AL SERVICES RENDERED	
03/17/20	KFJ	Prepare budget approval resolution.	0.20 hrs
03/18/20	SSW	Research questions regarding public meeting, sunshine law, and notice requirements and exemptions related to COVID-19 public health emergency.	0.10 hrs
03/19/20	ננ	Work session regarding sunshine law requirements in light of Governor's emergency order; follow up on research regarding sunshine law procedures in light of COVID-19 emergency; review draft memo to district managers regarding CMT and sunshine law issues; review declarations of emergency from Governor's office; revise memo.	0.20 hrs
03/19/20	TFM	Confer and research matters pertaining to amenity center closure.	0.10 hrs
03/23/20	JJ	Review AG opinion on requiring point of access for CMT meetings.	0.10 hrs
03/31/20	MCE	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation.	0.30 hrs
03/31/20	JLK	Research, draft and multiple conference calls on memorandum to district managers and amenity managers and e-blast to residents on COVID-19 notices/best practices/closures; multiple calls with staff and legal team on same; call with FIA on same; research DOH, EOG and other regulatory agencies best practices and recommendations; multiple calls with project team on same; conference call with staff and insurance company regarding closures and research related to staffing, federal bill impacts, etc; conference call regarding security options for communities via executive order, tax considerations and assessment considerations; continue research on laws affecting on site staffing requirements, options and new federal law for coronavirus affecting local governments, including families first bill; transmit information on same; confer with employment team on same; continue researching employment related matters, including impact of federal pay bill signed on March 19, 2020, contractual provisions and the like; research sensitive employment matters; confer with insurance carrier on closures and violations thereof; finalize shelter in place EO provisions and impact on district on same.	0.30 hrs
03/31/20	SSW	Attend Florida Bar sponsored local government panel session regarding public meetings during COVID-19 public health emergency; prepare memorandum to district manager regarding updated information and best practices for conducting district meetings virtually.	0.10 hrs

General Counsel	Bill No. 114561		Page 2
Total fees for this matter			\$370.00
MATTER SUMMARY	,		
Johnson, Jonathan T.	0.30 hrs	320 /hr	\$96.00
Kilinski, Jennifer L.	0.30 hrs	295 /hr	\$88.50
Jusevitch, Karen F Paralegal	0.20 hrs	125 /hr	\$25.00
Eckert, Michael C.	0.30 hrs	290 /hr	\$87.00
Warren, Sarah S.	0.20 hrs	2 <b>4</b> 5 /hr	\$49.00
Mackie, A.Tucker Frazee	0.10 hrs	245 /hr	\$24.50
Т	OTAL FEES		\$370.00
TOTAL CHARGES FOR THIS	S MATTER		\$370.00
BILLING SUMMARY			
Johnson, Jonathan T.	0.30 hrs	320 /hr	\$96.00
Kilinski, Jennifer L.	0.30 hrs	295 /hr	\$88.50
Jusevitch, Karen F Paralegal	0.20 hrs	125 /hr	\$25.00
Eckert, Michael C.	0.30 hrs	290 /hr	\$87.00
Warren, Sarah S.	0.20 hrs	245 /hr	\$49.00
Mackie, A.Tucker Frazee	0.10 hrs	245 /hr	\$24.50
Т	OTAL FEES		\$370.00
TOTAL CHARGES FOR	THIS BILL		\$370.00

Please include the bill number with your payment.

# RECEIVED

MAY 2 1 2020

## Service Slip/Invoice

INVOICE: DATE: 1034465

ORDER:

5/19/2020 1034465

FREEDOM
PEST CONTROL
904-272-BUGS (2847)
3600 Peorla Rd, Suite 103
Orange Park, FL 32065

Bill To:

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092 Work Location:

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092

Work Date 5/19/2020	Time 08:18 AM	Target Pest	Techniolan 2MARCUS	Mercus Lopez	Time In
Purchase		Terms NET 30	Last Service Ma 5/19/2020	p Code	Time Out

	Service	A STATE OF THE STA	Description		Price
MONTHLY		Monthly Pest Control			150,00
				SUBTOTAL	\$150.00
				TAX	\$0.00
				AMT. PAID	\$0.00
				TOTAL	\$150.00

Blaupt 5-20-20 PEST CONTROL 30 A 001,320.57200.54500

\$150.00

e care

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

Thereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services its specified above

AMOUNT DUE

## RECEIVED

MAY 21 2020

## Service Slip/Invoice

INVOICE: DATE:

1034694 5/19/2020

ORDER:

1034694

FREEDOM 🍕 PEST CONTROL V 904-272-BUGS (2847) 3600 Peoria Rd, Suite 103 Orange Park, FL 32065

Bill To: [106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092

Work

Location:

[106210]

Bannon Lakes CDD Bannon Lakes Resident's Club 435 B Bannon Lakes Blvd St. Augustine, FL 32092

5/19/2020 09:5	ne Target Rest 0 AM	Technician 2MARGUS	Marcus Lopez	Time l
Purchase Or	ler Torms NET 30	Last Sarvice Map	Code	Time O
Service		Description	n	Price
DDENT	Rodent Control			100.00
			SUBTOTAL TAX AMT. PAID TOTAL	\$100,00 \$0.00 \$0.00 \$100.00
	BSteph PEST CONTRO	<b>5-20-20</b> 1 7-2,545. <b>(</b> F)	AMOUNT DUE	\$100.00
	1,320, 5 30	72,545. Ø		

Balances mustanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (1837 per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

Hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



Irrigation • Landscape • Maintenance 35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

## **Invoice**

Terms	Date	Invoice #
Net 30	6/1/2020	10200

RECU

JUN 0 1 2020

Project	Project#		
Bannon Lakes CDD	M101		
Description	Quantity	Rate	Amount
Monthly maintenance for the month of June	1	12,642.14	12,642.14
13 ED 1.3 &0, 538.4162			
ed g.			
		Total	\$12642.14
Thank you for your business!	Payments/C	redits \$0.00	
		Balance	Due \$12,642.14

LifeSafe Services LLC 5971 Powers Avenue, #108 Jacksonville, FL 32217 (888) 767-0050

## **INVOICE**



CLIENT - BILL TO:

025-27147

Riverside Management - Bannon Lakes

435 Bannon Lakes Blvd

St Augustine, FL 32095

LOCATION

025-27147

Riverside Management - Bannon Lakes

435 Bannon Lakes Blvd

St Augustine, FL 32095

INVOICE #	PURCHASE ORDER #	DATE	TOTAL	TERMS	
111078703	,	02/25/2020	\$280.10	Net 45	l

EQUIPMENT & SERVICES	QTY	RATE	AMOUNT
M5072A Pediatric Pads	1	80.00	80.00T
TL1 AED Cabinet	1	165.00	165.00T
3D609BRW-REF AED Triangle Signs	1	18.00	18.00T

To pay by credit card, please call Sheryl @ (888) 767-0050, ext 13. Thank you!

**REMIT TO:** 

LIFESAFE SERVICES LLC 5971 Powers Ave, Suite 108 Jacksonville, FL 32217

SUBTOTAL:

SHIPPING: TAX:

TOTAL:

BALANCE DUE:

263.00

17.10

280.10

\$280.10

53 A 1.320, 82.600



21639462.

\$228,54

\$5.95

\$66,61

\$315.78



8619 Western Way Jacksonville FL 32256-036060

(904) 731-2456 **Customer Service** RepublicServices.com/Support

Important Information

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

**Account Number** Invoice Number Invoice Date

3-0687-0010861 0687-001059475 May 16, 2020

\$320.52 Previous Balance -\$320.52 Payments/Adjustments \$315.78 **Current Invoice Charges** 

Total Amount Due	Payment Due Date
\$315.78	June 05, 2020

\$228.54

PAYMEN	TS/ADJUS	TMENTS
--------	----------	--------

<u>Description</u>	<u>Reference</u>	<u>Amount</u>
Payment - Thank You 05/13	650	-\$320.52

#### **CURRENT INVOICE CHARGES**

<u>Description</u>	Reference	Quantity	<u>Unit Price</u>	Amount
Bannon Lakes Cdd 435 Bannon Lakes D	r CSA A172389154			
St. Augustine, FL Contract: 9687022 (C5	51)			

1 Waste Container 6 Cu Yd, 1 Lift Per Week

Pickup Service 06/01-06/30 Administrative Fee

Total Fuel/Environmental Recovery Fee

Total Franchise - Local

**CURRENT INVOICE CHARGES** 

1,320,572,458



## Electronics Recycling with BlueGuard™

Convenient recycling solutions that are safe for your business and good for our planet. To learn more, visit RepublicServices.com/Electronics





8619 Western Way Jacksonville FL 32256-036060 Please Return This Portion With Payment

Total Enclosed

Return Service Requested

L2RCACDTR3 014906

<u>- իշինյինարնական արգականիկարանակարի հիմիակին արագահակիրի հիկքին</u> BANNON LAKES CDD LOUIS COWLING 475 W TOWN PL **STE 114** ST AUGUSTINE FL 32092-3648

**Total Amount Due** \$315.78 June 05, 2020 Payment Due Date 3-0687-0010861 Account Number 0687-001059475 Invoice Number

For Billing Address Changes, Clarick Box and Connotein Reverse

Make Checks Payable To:

լիկուդիժաննկիկըրհվիրկինինիիայալենիիկի

**REPUBLIC SERVICES #687** PO BOX 9001099 LOUISVILLE KY 40290-1099

## Riverside Management Services, Inc

9655 Florida Mining Blvd. W. Building 300, Suite 305 Jacksonville, FL 32257

## Invoice

RECEIVED

MAY 28 2020

Invoice #: 87 Invoice Date: 5/18/2020 Due Date: 5/18/2020

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD 9655 Florida Mining Blvd W Suite 305 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Maintenance April 1 - April 30, 2020  Maintenance Supplies  FACILITY MAINT, -\$589.71  001, 320, 8 7200, 45100  JANITORIAL Supplies -\$353.54  001, 320, 5 7200, 415310  Office Supplies -\$84.28  201, 320, 5 7200, 51000  [4 A]		527.83 499.70	527.83 499.70
	Total		\$1,027.53
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$1,027.53

## MAINTENANCE BILLABLE PURCHASES

## Period Ending 05/05/20

DISTRICT BL	DATE	SUPPLIES	PRICE	EMPLOYEE
BANNON LAKES	4/13/20	60 W Light Bulbs (2)	24.77	K.H.
	4/15/20	32GB Flash Drive	7.37	B.S.
	4/17/20	Scissors	5.89	B.M.
	4/21/20	Metal Screws for Water Fountain (3)	4.07	K.H.
	4/22/20	Ink Cartridge Replacements 5 pack (2)	55.74	B.M.
	4/22/20	Highlighters 12ct	7.23	B.M.
	4/22/20	Permanent Markers 12ct	8.05	B.M.
	4/28/20	Snap Ring for Tennis Net	3.74	B.S.
	4/30/20	Tollet Paper 18 rolls (2)	52.83	F.S.
	5/5/20	Jumbo Tollet Paper Rolls 12/box (2)	151.82	B.M.
	5/5/20	Urinal Screens 10/box (2)	68,39	B.M.
	5/5/20	Lysol	8.21	B.S.
	5/5/20	1 gallon Hand Sanitzers (2)	80,50	B.S.
	5/5/20	1.5 Gallon Bleach Sprayer	18.37	K.H.
	5/5/20	Screws for Water Fountain (2)	2.71	K.H.
			0.00	

TOTAL \$499.70

#### BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT MAINTENANCE BILLABLE HOURS FOR THE MONTH OF APRIL 2020

<u>Dale</u>	Hours	Employee	Description
4/7/20	3	K.H.	Installed phone hanger and key box on wall in office, checked and changed all trash receptacies in common areas, amenity center, basketball courts and playground, removed debris along madways, at amenity center and common areas, emplied and restocked dog pots
4/14/20	3	K,H.	Replaced lights in men's and women's bathroom, removed debris at all entrances, all common areas, along roadways and amenity center, checked and changed all trash receptacles in common areas, changed and restocked dog pols, removed leaves and debris off swim gulter at pool
4/21/20	3	К,Н,	Re-hung windscreens on tennis courts, checked and changed all trash receptacles, removed debris along all entrances, all common areas, along roadways and at amenity center
4/28/20	4	к.н.	Repaired windscreens on tennis courts, blew leaves and debris off basketball and tennis courts and sidewalk, checked and changed all trash receptacles, removed debris at all entrances, all common areas, along roadways and arrenity center
4/30/20	1	K.H.	Installed tennis net tension dips, removed "big ass fans" parts and boxes
TOTAL	14		
MILES	85		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

## **Governmental Management Services, LLC**

1001 Bradford Way Kingston, TN 37763

## Invoice

RECEIVED

JUN 0 4 2020

Invoice #: 64

Invoice Date: 6/1/20

Due Date: 6/1/20

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD 475 West Town Place Suite 114 St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - June 2020 /,8/0-5/3, 340 Website Administration - June 2020 530 Information Technology - June 2020 37 Dissemination Agent Services - June 2020 3/6 Office Supplies 670 Postage 420 Copies 420 Telephone 4/0		3,750.00 100.00 144.42 291.67 5.98 91.66 15.30 18.24	3,750.00 100.00 144.42 291.67 5.98 91.66 15.30 18.24
3 D			
			<b>*</b> 4 4 4 4 7 7 7

Total	\$4,417.27
Payments/Credit	s \$0.00
Balance Due	\$4,417.27

## Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300 P.O. Box 6526 Tallahassee, Fl. 32314 850.222.7500

May 31, 2020

Bannon Lakes Community Development District c/o GMS, LLC 475 West Town Place, Suite 114 St. Augustine, FL 32092 Bill Number 115096 Billed through 04/30/2020

5 1.810.513.815

#### General Counsel

BLCDD 00001 WSH

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- III	DULLERCHIMAL	CEDWINEL	UENINEDEN
1.00	<b>PROFESSIONAL</b>	JUNIULI	RENDERED

04/01/20	JJ	Follow up on preparation of protocol for conducting and noticing virtual meetings; review and edit materials regarding same.	0.10 hrs
04/01/20	SSW	Research and attend various city and county commission virtual meetings; prepare and circulate correspondence regarding procedures for conducting virtual meetings and providing opportunity for public participation.	0.20 hrs
04/09/20	KFJ	Correspond with district manager regarding budget resolution.	0.20 hrs
04/23/20	JLK	Research and review executive orders regarding recreation and amenity facilities.	1.00 hrs
04/23/20	WSH	Review agenda and begin preparation of budget resolution.	0.50 hrs
04/24/20	WSH	Confer with Oliver regarding amenity facility operation and re-opening.	0.30 hrs
04/28/20	KFJ	Amend budget resolution and confer with district manager.	0.50 hrs
04/29/20	MGC	Review auditor letter.	0.20 hrs
04/29/20	WSH	Review and send response to auditor inquiry.	0.40 hrs
04/29/20	APA	Prepare attorney response to auditor letter fiscal year end 2019.	0.50 hrs
	Total fee	s for this matter	\$916.00

#### **MATTER SUMMARY**

Papp, Annie M Paralegal	0.50 hrs	125 /hr	\$62,50
Johnson, Jonathan T.	0.10 hrs	320 /hr	\$32.00
Kilinski, Jennifer L.	1.00 hrs	295 /hr	\$295.00
Jusevitch, Karen F Paralegal	0.70 hrs	125 /hr	\$87.50
Collazo, Mike	0.20 hrs	300 /hr	\$60.00
Warren, Sarah S.	0.20 hrs	245 /hr	\$49.00
Haber, Wesley S.	1.20 hrs	275 /hr	\$330.00

General Counsel	Bill No. 115096	Page 2
	TOTAL PEPC	ትበ1 ር በበ

TOTAL FEES			\$916.00
TOTAL CHARGES FOR THIS MATTER			\$916.00
BILLING SUMMARY			
Papp, Annie M Paralegal	0.50 hrs	125 /hr	\$62.50
Johnson, Jonathan T.	0.10 hrs	320 /hr	\$32.00
Kilinski, Jennifer L.	1.00 hrs	295 /hr	\$295.00
Jusevitch, Karen F Paralegal	0.70 hrs	125 /hr	\$87.50
Collazo, Mike	0.20 hrs	300 /hr	\$60.00
Warren, Sarah S.	0.20 hrs	245 /hr	\$49.00
Haber, Wesley S.	1.20 hrs	275 /hr	\$330.00
TOTAL FEES			\$916.00
TOTAL CHARGES FOR THIS BILL			\$916.00

Please include the bill number with your payment.

"Our Service Will Tickle You Pink"

# Jack's Cleaning Service 2681 C.H. Arnold Road • St. Augustine, FL 32092

JUN 0 8 2020

Floors Windows	Carpets (Truck Mounted Unit)		Office Cleanups
Name: Ba	3re-487-994 Date: 6	ŀ	220
Address: 47	35 Bannon Lakes Blud.		
Qc	CASH C.O.D.	☐ CHA	RGE
Het IN	ter Extraction	PRICE	AMOUNT !
	Truch Mounted)		1
Type:	Aug Dua Bhis		
	Area Rug - Blue & WOOL - Mystique.	· · · · · · · · · · · · · · · · · · ·	
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	A. Concit/WHITE - MFT D	1400	98!00
	B. CHairs-Rowe	den	111n 60
Sal Sm	spension highlad	1400	140100
*9	respray, Agriction Edwart Rins	, je	414 00
*	ow Moisture Tool used.		
B.11 / In	rock adjustment per DHW		39 00
	OH-Williams, TOTAL		345 OK
	MA		
Received By	y: 5.0	(A)	RJR TP 4391

58 (D) 1,320,572, GSO

# INVOICE

The Lake Doctors, II Aquatic Management Service	C.
100 m	

3543 State Road 419, Winter Springs, FL 32708 PH: 800-666-5253

Го

BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice #	509246 🦏
Account #	723475
Invoice Date	6/1/2020
Due Date	6/11/2020
Rep	MAS

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com

Purcha	ase Order Number	Terms	Invoice Da	te Reflects Month of
		NET 10 DAYS	Sei	vice Provided
ltem		Description		Amount
	11.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.		475.00 175.00	
The same of the sa		Customer Total Balance \$650.00		
Please confirm y	~ -	natches your invoice amount if you use a bank bill ce. Thank you!	Total Invoice	\$650.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

#### PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
BANNON LAKES CDD
GMS MANAGEMENT
475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc. 3543 State Road 419 Winter Springs, FL 32708







Amount Encl	osed

Invoice #	509246
Account #	723475
Date	6/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

Mastercard _	Visa _	American Expr
Card #		
Card Verification # _		
Exp. Date #		
Print Name		
Billing Address:	_ Check box i	if same as above

## Riverside Management Services, Inc

Invoice

9655 Florida Mining Blvd, W. Building 300, Suite 305 Jacksonville, FL 32257

Date	Invoice #
6/1/2020	88

Project

Bill To	
Bannon Lakes CDD 9655 Florida Mining Blyd W Suite 305 Jacksonville, FL 32257	

RECEIVED

JUN 0 4 2020

Terms

Quantity	Description		Rale	Amount
	Janitorial Services - June 2020 320, 572, 45 Pool Maintenance Services - June 2020 320, 572 Contract Administration - June 2020 320, 572 Facility Management - Bannon Lukes - June 2020 32.	、日本の本	91	3.33 583.3 0.50 910.5 6.50 1,596.5 0.00 5,000.0
			Total	\$8,090.3

P.O. No.



# Bannon Lakes COMMUNITY DEVELOPMENT DISTRICT

JUN 17 2020

General Fund

## **Check Request**

Date	Amount	Authorized By
June 17, 2020	\$6,114.66	Sheryi Fulks
	Payable to:	
В	Bannon Lakes CDD c/o BNY Mellon #37	
Date Check Needed:	Budget Category:	,
ASAP	1-300-20700-102	00 A)
		enteror
	Intended Use of Funds Requested:	
5/6/20	SJC Tax Dist 9 6,114.6	6
	6,114.6	6
(Attach support	ing documentation for request.)	

#### **BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT**

FISCAL YEAR 2020 ASSESSMENT RECEIPTS

ASSESSED	# UNITS	SERIES 2016 DEBT SERVICE NET	FY20 O&M NET	TOTAL ASSESSED
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	65.57	-	27,627.53	27,627.53
RREF III-P-EP CYPRESS CREEK FARMS LLC (ACRES)	68.86	-	29,013.76	29,013.76
RREF III-P-EP BANNON LAKES JV LLC (ACRES)	7.67	-	3,231.71	3,231.71
SUBTOTAL ADMIN O&M	142.10	-	59,873.00	59,873.00
LENNAR HOMES, LLC	81		67,230.00	67,230.00
SUBTOTAL PLATTED LOTS	81	**	67,230.00	67,230.00
TAX ROLL ASSESSED	455	764,711.77	377,650.00	1,142,361.77
TOTAL ASSESSED	678	764,711.77	504,752.99	1,269,464.76

DUE / RECEIVED	BALANCE DUE	SERIES 2016 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
RREF III-P-EP ARAGON INVESTMENTS LLC (ACRES)	13,813.77	-	13,813.76	13,813.76
RREF III-P-EP CYPRESS CREEK FARMS LLC (ACRES)	14,506.88	-	14,506.88	14,506.88
RREF III-P-EP BANNON LAKES JV LLC (ACRES)	1,615.85	-	1,615.86	1,615.86
SUBTOTAL ADMIN O&M	29,936.50	-	29,936.50	29,936.50
LENNAR HOMES, LLC	33,615.00	-	33,615.00	33,615.00
SUBTOTAL PLATTED LOTS	33,615.00	-	33,615.00	33,615.00
TAX ROLL RECEIPTS	1,659.54	763,600.86	377,101.37	1,140,702.23
TOTAL RECEIPTS	65,211.04	763,600.86	440,652.87	1,204,253.73

DIRECT INVOICES DUE IN INSTALLMENTS OF 25% DUE 10/15/19, 1/1/20, 4/1/20, 7/1/20 LENNAR PARCEL DOES NOT HAVE BOND DEBT ISSUED AT THIS TIME ANTICPATED ISSUE DURING FY20

THERE IS AN ADDITIONAL \$90,789 DUE FOR DEVELOPER CONTRIBUTION

#### TAX ROLL RECEIPTS

				T
		SERIES 2016 DEBT SERVICE	O&M	
DISTRIBUTION	DATE	RECEIVED	RECEIVED	TOTAL RECEIVED
1	11/19/19	13,516.60	6,675.12	20,191.72
2	11/25/19	3,348.18	1,653.49	5,001.67
3	11/26/19	35,459.61	17,511.59	52,971.20
4	12/13/19	229,781.74	113,476.84	343,258.58
5 (11/26-12/6)	12/19/19	202,854.44	100,178.89	303,033.33
6 (11/2-11/3)	01/14/20	223,023.63	110,139.37	333,163.00
7 (11/9-12/31)	01/29/20	44,943.18	22,195.02	67,138.20
(NTEREST (10/1-12/31)	01/30/20	764.10	377.35	1,141.45
8 (1/1-1/31)	03/30/20	3,431.95	1,694.85	5,126.80
INTEREST	04/14/20	362.77	179.15	541.92
9 (2/1-4/30)	05/06/20	6,114.66	3,019.70	9,134.36
,, ,		_	-	
		-	_	
		-		
			-	
TOTAL TAX ROLL RECEIPTS		763,600.86	377,101.37	1,140,702.23

PERCENT COLLECTED DIRECT		50.00%	50.00%
PERCENT COLLECTED TAX ROLL	99.85%	99.85%	99.85%
PERCENT COLLECTED TOTAL	99.85%	87.30%	94.86%



Irrigation • Landscape • Maintenance

35 Enterprise Drive Bunnell, FL 32110 (386) 586-3321

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

## Invoice

Terms	Date	Invoice #
Net 30	5/31/2020	10258

## RECEIVED

JUN 1 2 2020

Project	Project		
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Bhiph 6-11-20 TRigAtion Maintenance Service for May - see attached list.  TRigAtion Mepains 001.330.53800.46400  B(A)		370.00	370.00
		Total	
	•	Total Downsto/Crod	\$370.00
Thank you for your business!		Payments/Cred	
		Balance Du	<b>e \$</b> 370.00

#### Bannon Lakes CDD

<u>Date</u>	Location	Description	M	aterial	į	<u>Labor</u>	<u>To</u>	tal Cost
5/1	Amenity Center	3 MPR nozzies	\$	30,00	\$	35.00	\$	65.00
5/16	Bannon Lakes Blvd.	Hunter solenoid, 2 DBYs	\$	11.00	\$	17.50	\$	28.50
5/21	Bannon Lakes Blvd.	ICD 100 decoder, 4 DBYs	\$	147.00	\$	35.00	\$	182.00
5/22	Bannon Lakes Blvd.	(4) 1/2" couplings, 4 MPR nozzles, 4 poly couplings, 6" pop up	\$	59.50	\$	35.00	\$	94.50
					To	otal Due	\$	370.00



Invoice

Date Invoice #

6/8/2020 131295593203

1707 Townhurst Dr Houston TX 77043 ar@poolsure.com 800-858-POOL (7665) www.poolsure.com

Terms	Net 20
Due Date	6/28/2020
PO#	
Delivery Ticket #	Sales Order #1330729
Delivery Date	6/5/2020
Delivery Location	Bannon Lakes Pool
Customer#	13BAN025

Bill To

Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

Bannon Lakes CDD 435 Bannon Lakes Blvd Ship To St. Augustine FL 32095

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	200	gal	1.50	300.00
160-050	Pool Acid bulk by Gallon	30	gal	3.00	90,00
135-010	Sodium Bicarbonate 50# bag	1		22.70	22.70
135-057	Stabilizer/CYA-Bag	2		62.00	124.00
	Bhipto 6.11-20 Pool Chemicals 1960 001.320.57200.45218 RECEIVED JUN 12 2020				

Total 536.70 \$536.70 **Amount Due** 

Remittance Slip

Customer 13BAN025 Invoice # 131295593203 **Amount Due** 

\$536.70

Amount Paid

Make Checks Payable To

Poolsure PO Box 55372

Houston, TX 77255-5372



AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PRE *** CHECK DATES 04/01/2020 - 06/30/2020 *** BANNON LAKES - CAPITA BANK B BANNON LAKES-C	AL RESERVE	RUN 7/21/20	PAGE 1
CHECK VEND#INVOICEEXPENSED TO VENDORDATE DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	R NAME STATUS	AMOUNT	CHECK AMOUNT #
4/23/20 00001 4/13/20 6386 202004 300-58400-60000	*	1,554.00	
STRIPING VALLENCOURT CONSTR	RACTION COMPANY		1,554.00 000001
6/04/20 00002 12/27/19 6368526 202006 300-58400-60000 FITNESS EQUIPMENT	*	5,849.35	
12/27/19 6368526 202006 300-58400-60000 FREIGHT	*	88.83	
12/27/19 6368526 202006 300-58400-60000 INSTALLATION	*	348.86	
LIFE FITNESS			6,287.04 000002
	TOTAL FOR BANK B	7,841.04	
	TOTAL FOR DANK B	7,041.04	
	TOTAL FOR REGISTER	7,841.04	

#### Marcus McInarnay, President Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

TITLE: Striping

DATE:

INVOICE: # 6386

4/13/2020

Marian

PROJECT: Bannon CDD

JOB #:

2020-01

APR 2 0 2020

RECEIVED

TO: Jim Oliver

Governmental Management Services, LLC

475 West Town Place, Suite 114

St. Augustine, Florida 32092

Phone: 904-940-5850

Email: joliver@gmsnf.com

Item #	Description			Total
1	Striping		\$	1,554.00
		ĺ		 
			Total	\$ 1,554.00

Notes:

Terms: Pa

Payment due net 30

AGREED:

Vallencourt Construction Company, Inc. P.O. Box 1889, Green Cove Springs, FL 32043

By:

Date:

4/13/2020

B

2. 300, 584, 600

(I)













LIFE FITNESS 9525 Bryn Mawr Avenue, Rosemont, It. 60018 Main (800)735-3867 Fax (847)288-3795

INVOICE

INVOICE# ORDER# **CUSTOMER PO#** INVOICE DATE DUE DATE

3366216 27-DEC-19 26-JAN-20 472876

472876

6368526

1751100

RECEIVED

MAY 2 8 2020 BILL TO: BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT 435 BANNON LAKES BLVD SAINT AUGUSTINE FL 32092

SHIP TO: BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT 435 BANNON LAKES BLVD SAINT AUGUSTINE FL 32092

BILL TO #

SHIP TO#

PLEASE DISREGARD IF PAYMENT HAS ALREADY BEEN REMITTED. SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Due Date;	Date: Sale		:	Terms of Sales:	Shipping Terms:	Ship Date:
26-JAN-20		HEFLIN, C	OREY	NET 30		27-DEC-19
OTY ORDERED	QTY	B/O	PART NO.	DESCRIPTION/SERIAL#	UNIT PRICE	EXTENSION
1	1	0	INPMSC-ALLXX-01	LIFE FITNESS POWERMILL C CONSOLE PMH109431 DCP106602	5,849.35	5,849.35
			FREIGHT ALL	FREIGHT CHARGES		88.83
			INSTALLATION	Installation Charges		348.86

Order Comments:	SUB-TOTAL	6,287.04
Oraci Commente.	TAX;	0.00
	DEPOSIT:	0.00
	US\$ TOTAL DUE:	6,287.04

(B) 2 2, 300, 584, 600

DETACH PAYMENT	STUB AND RETU	N WITH CHECK	( PAYABLE TO:	LIFE FITNESS
----------------	---------------	--------------	---------------	--------------

Page 1 of 1

INVOICE: CUSTOMER PO: INVOICE DATE: DUE DATE: US\$ TOTAL DUE:

6368526 3366216 27-DEC-19 26-JAN-20 6,287.04

MAIL THIS PORTION ALONG WITH PAYMENT TO: LIFE FITNESS

2716 NETWORK PLACE CHICAGO IL 60673-1271

FOR CHANGE OF ADDRESS CHECK HERE AND FILL OUT NEW ADDRESS INFORMATION ON OTHER SIDE.



COMMENTS	
12-30	- 19

PACKING SLIP				
ORDER NUMBER	ORDER DATE	PAGE		
1751100	17-DEC-19	1 of 1		
THIS ORDER NO. MUST APPEAR ON ALL INVOICES. PACKING LISTS. CARTONS AND CORRESPONDENCE RELATED TO THIS ORDER				

Sŀ	IIP TO:			
	BANNON LAKES COM	MUNITY	DEVELOPMENT	DISTRICT
	435 BANNON LAKES	BLVD		
	SAINT AUGUSTINE,	FL 32	092	
	US			

BUYER INFORMATION TO:
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
435 BANNON LAKES BLVD
SAINT AUGUSTINE, FL, 32092

DELIVERY NAME. 52606939	TRIP NAME. 122719590		
WAYBILL NO.	Carrier.	PURCHASE ORDER 3366216	SHIP DATE. 02-JAN-20
PAYMENT TERMS.			F.O.B. SHIP POINT
FREIGHT TERMS. PREPAID			SHIP VIA. ATLAS/ORL-TL-Standard

ITBM	PART NUMBER DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY BACKORDER	UNIT
95PS-ALLXX-XX03	LF PowerMill Base PMH109431	1	1	О	EA
INPMC-XWXXX-01	NC INTY C LED CONSOLE POWERMILL WIRELESS DCP106602	1/	1	0	EA
LCORD-PMILL-DOM-LV	LINE CORD POWERMILL DOM LOW VOLT	<i>J</i>	1	0	EA
PMIN-HBARX-5101	Silver Int Handlebar Kit PowerMill Exercise	1	1	0	EA

TOTAL 4
AUTHORIZED SIGNATURE

Quote#

3366216 - 1R







## Date 09-DEC-2019 Expires 15-JAN-2020

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT 435 BANNON LAKES BLVD SAINT AUGUSTINE, ST JOHNS

FL 32092 United States

Contact:

O: M:

Email:

Bill To

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT 435 BANNON LAKES BLVD SAINT AUGUSTINE, ST JOHNS

FL 32092

US

Contact:

0: M:

F: Email: INDOOR®CYCLING





Page 1/3

Sales Representative

COREY HEFLIN

O: 407-902-4446

M:

407-902-4446

F:

317-536-3574

Email:

Corey.Heflin@Lifefitness.com

Life Fitness

Main (847) 288-3300 Phone:

Toll Free (800) 735-3867

Life Fitness

9525 Bryn Mawr Avenue

Rosemont, IL 60018

USA

**Onsite Contact and Delivery Information** 

Email: bannonmanager@rmsnf.com (Robin)

Phone: 904-907-1100

Shipment Priority:

STANDARD

**Customer Requested Delivery Date:** 13-JAN-2020

Line	ltem				Unit Price Selling	Total Price Selling
1	INPMSC	1	8.999.00	-3.149.65	5.849.35	5.849.35

LIFE FITNESS POWERMILL C CONSOLE - PowerMill Base/INTY C LED PM WLAN//Silver Int Handlebar Kit PowerMill

Quote#

3366216 - 1R













Page 2/3

PO Number Payment Type Payment Terms Freight Terms FOB

NET 30

Date 09-DEC-2019 Expires 15-JAN-2020

Subtotal

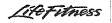
List Price Total Adjustment Selling Price 8,999.00 -3,149.65 5,849.35

Freight/Fuel/Installation	437.69
Tax	TAXES AS APPLICABLE
Total(USD)	6,287.04

Notes:

3366216 - 1R

#### Date 09-DEC-2019 Expires 15-JAN-2020













Page 3/3

#### ADDITIONAL TERMS OF SALE:

- By accepting this Quote, Customer agrees (a) to be bound by the terms hereof and Life Fitness' standard Terms and Conditions of Sale
  found at <a href="https://lifefitness.com/terms-conditions-of-sale">https://lifefitness.com/terms-conditions-of-sale</a>; and (b) as applicable, to allow the transaction to proceed without a Customer-issued
  purchase order or other form of purchase agreement as a condition for payment.
- Life Fitness RECOMMENDS that all strength training equipment be secured to the floor to prevent tipping, rocking or displacement which
  might occur in the event of unanticipated use of the equipment. Life Fitness also REQUIRES that certain pieces of strength training
  equipment be secured to the floor. Please contact our Customer Service Department or your account representative for specific details.
- 3. All shipments of Products shall be F.O.B., Life Fitness' dock.
- 4. Life Fitness will issue an invoice corresponding to this Quote upon shipment.
- 5. Life Fitness may ship partial orders.
- Any additional or different terms or conditions which appear on purchaser's document (including its Purchase Orders) that are inconsistent with the Life Fitness Terms and Conditions of Sale shall be voided and of no effect.
- 7. Orders canceled by Customer after shipment (or after production starts for "Built-To-Order" products) are subject to a 20% restocking fee.
- 8. Delays in delivery at Customer's request may result in storage fees (see referenced Terms and Conditions for further details).
- 9. Prices set forth in this Quote are good for 30 days.
- 10. All invoices and any payments due thereon related to this Quote will be in U.S. Dollars and will reflect Exchange Rate at time of shipment.
- 11. Payment terms and credit lines are subject to Life Fitness credit approval.
- 12. Until all Products are paid for in full, Customer grants to, and Life Fitness shall retain, a security interest in and lien on all Products sold to Customer and all proceeds arising from our sale of the Products by Customer and all discounts, rebates and other funds on Customer's account payable by Life Fitness. Customer authorizes Life Fitness to, at any time and from time to time, file financing statements, continuation statements, and amendments thereto that describe the Collateral, and which contain any other information required pursuant to the UCC for the sufficiency of filing office acceptance of any financing statement, continuation statement, or amendment, and Customer agrees to furnish any such information to Life Fitness promptly upon request. Any such financing statement, continuation statement, or amendment may be signed by Life Fitness on behalf of Customer and may be filed at any time in any jurisdiction. Upon Life Fitness' request, a Customer shall execute such documents that may be necessary or reasonable to protect Life Fitness' security interest.
- 13. When accepted, this Quote may be processed, fulfilled, and/or invoiced by Life Fitness and/or its affiliated companies, including, but not limited to, Brunswick Billiards, Cybex, SCIFIT or Indoor Cycling Group (ICG), and Customer agrees to make any required payments to the entity that issued the invoice.
- 14. Life Fitness reserves the right to limit the use of credit cards. A service fee for credit transactions may apply.
- 15. Subscription Services purchased pursuant to this Quote will automatically renew for a Subscription Term equivalent in length to the then expiring Subscription Term at Life Fitness' then current Subscription Charges unless otherwise provided by Life Fitness in writing. Either Life Fitness or Customer may elect to terminate any such Subscription Services account at the end of Customer's then current Subscription Term by providing notice in compliance with the Subscription Agreement, on or prior to the date thirty (30) days preceding the end of such Subscription Term.
- 16. Financing options are available through Life Fitness Leasing. For more information, please contact your local sale representative.
- 17. This Quote may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Counterparts may be made and/or delivered via facsimile, electronic mail (including via .pdf) or any electronic signature complying with the United States Electronic Signatures in Global and National Commerce (ESIGN) Act of 2000 (including counterparts delivered via DocuSign), and any counterpart so delivered shall be deemed to have been delivered and be valid and effective for all purposes. No further original counterpart is required to be delivered after an exchange of counterparts by any of the methods described above, and all parties agree to treat such electronically delivered signatures as original signatures and to refrain from asserting the lack of original signatures as a defense against the binding enforceability of this instrument.

BANNON LAKES (	COMMUNITY DEVELOPMENT DISTRICT	USD OPERATING UNIT		
Signature	<del></del>	Signature		
Name		Name		
Title		Title		
Effective Date				