

***BANNON LAKES***  
*Community Development District*

*November 4, 2020*



# *Bannon Lakes*

## *Community Development District*

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*475 West Town Place, Suite 114, St. Augustine, Florida 32092*

*Phone: 904-940-5850 - Fax: 904-940-5899*

October 28, 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, November 4, 2020 at 1:00 p.m.** at the **World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, FL 32092**. 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 July 29, 2020 Meeting
- V. Organizational Matters
  - A. Consideration of Candidates for appointment to Seat 4
  - B. Oath of Office for Newly Appointed Supervisor
  - C. General Information for New Supervisor
  - D. Consideration of Resolution 2021-01, Election of Officers
- VI. Consideration of FY20/21 Funding Agreement with RREF III-P-EP Bannon Lakes JV, LLC
- VII. Consideration of Renewal of Services for Lake Maintenance with Lake Doctors, Inc.
- VIII. Consideration of Partial Release of Recorded 2016 Assessment Documents
- IX. Ratification of Memo of Understanding with the St. Johns Property Appraiser
- X. Ratification of FY 20 Audit Engagement Letter with Grau & Associates
- XI. Ratification of First Amendment to the Agreement for Landscape and Irrigation Maintenance Services with Landcare Group, Inc.
- XII. Consideration of Revision to Amenity Policies
- XIII. Other Business
- XIV. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. Field Services - Operations Memorandum



- E. Amenity Report – Amenity Report
- XV. Supervisor’s Requests
- XVI. Audience Comments
- XVII. Financial Reports
  - A. Balance Sheet as of September 30, 2020 and Statement of Revenues & Expenditures
  - B. Assessment Receipt Schedule
  - C. Approval of Check Register
  - D. Approval of Construction Funding Request No. 22 & 23
- XVIII. Next Scheduled Meeting – February 3, 2021 at 1:00 p.m. at the Northeast Regional Airport Conference Center 4730 Casa Cola Way, St. Augustine, FL 32095
- XIX. Adjournment

The fourth order of business is the approval of minutes from the July 29, 2020 meeting. Minutes are enclosed for your review.

The fifth order of business is organizational matters. The Board will consider candidates for appointment to seat 4. The appointed supervisor will be sworn in and receive general information. Then, the Board will consider resolution 2021-01, election of officers. A copy of the candidates’ submissions and resolution are enclosed for your review.

The sixth order of business is the consideration of FY20/21 funding agreement with RREF III-P-EP Bannon Lakes JV, LLC. A copy of the funding agreement is enclosed for your review.

The seventh order of business is the consideration of renewal services for Lake Maintenance with Lake Doctors, Inc. A copy of the renewal document is enclosed for your review.

The eighth order of business is the consideration of partial release of recorded 2016 assessment documents. A copy of the release is enclosed for your review.

The ninth order of business is the ratification of memo of understanding with the St. Johns Property Appraiser. A copy of the memo is enclosed for your review.

The tenth order of business is the ratification of FY20 audit engagement letter with Grau & Associates. A copy of the letter is enclosed for your review.

The eleventh order of business is the ratification of first amendment to the agreement for landscape and irrigation maintenance services with Landcare Group, Inc. A copy of the agreement is enclosed for your review.

The twelfth order of business is consideration of revision to Amenity Policies. A copy of the current policies is enclosed for your review.

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

Listed under Amenity Report 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, check register and funding requests 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



## *AGENDA*



***Bannon Lakes  
Community Development District  
Revised Agenda***

Wednesday  
November 4, 2020  
1:00 p.m.

World Golf Village  
Renaissance Hotel  
500 S. Legacy Trail  
St. Augustine, Florida 32092  
bannonlakescdd.com  
**Call In # 1-888-757-2790 Code 509700**

Regular Meeting

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- XIX. Adjournment



### *THIRD ORDER OF BUSINESS*



THE ST. AUGUSTINE RECORD  
Affidavit of Publication

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

SAINT AUGUSTINE, FL 32092

ACCT: 15652  
AD# 0003316245-01  
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 REG MTG 11/4/20** was published in said newspaper on **10/27/2020**.

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

☒ physical presence or  
☐ online notarization

this \_\_\_\_ day of **OCT 27 2020**

by *Melissa Rhinehart* who is personally known to  
me or who has produced as identification

*Tiffany M. Lowe*  
(Signature of Notary Public)

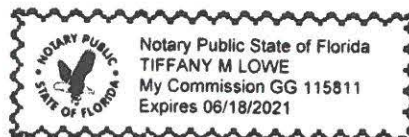
NOTICE OF MEETING  
BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannon Lakes Community Development District will be held on Wednesday, November 4, 2020 at 1:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida 32092. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that 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 such appeal is to be based. This meeting is not sponsored by the Authority, its Staff or the Airport.

James Oliver  
District Manager  
0003316245 October 27, 2020





## *FOURTH ORDER OF BUSINESS*



**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, **July 29, 2020** at 1:00 p.m. via Zoom conferencing.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Brian Stephens	Operations Manager
Bre Meeks	Amenity Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 1:00 p.m. Four members of the Board were present via Zoom constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Administrative Item – Reappointment of  
Supervisor Chris Hill**

Mr. Oliver explained that immediately following the May 6<sup>th</sup> meeting, Supervisor Chris Hill submitted his resignation based on a misunderstanding that he was required to relinquish his board seat due to an employment change. Mr. Hill was notified that board seat eligibility is not linked to his employment. He made the decision to withdraw his resignation. Mr. Oliver then asked for the Board to reappoint Chris Hill to Seat 5, also pointing out that his seat would be open for election this November at the Landowner's election.

On MOTION by Mr. Lancaster seconded by Mr. Dodson, with all in favor the Reappointment of Chris Hill to Seat 5 of the Board, was approved.
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**THIRD ORDER OF BUSINESS**

**Public Comment**

Mr. Oliver asked that the public keep their comments for this portion of the meeting focused on items on the agenda, adding that they would have a chance at the end of the meeting to provide comments on CDD matters, whether on the agenda or not. There being no public comments at this time, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Affidavits of Publication**

Mr. Oliver noted that the budget hearing was noticed in the St. Augustine Record twice, as required by the Florida Statute.

**FIFTH ORDER OF BUSINESS**

**Approval of Minutes of the May 6, 2020 Meeting**

Mr. Oliver presented the minutes of the May 6, 2020 meeting. He asked for any additions, corrections, or deletions to the meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the Minutes of the May 6, 2020 Meeting were approved.
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**FIFTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2019 Financial Audit**

Mr. Oliver stated that the financial audit for Fiscal Year 2019 was included in the agenda package and was also posted to the District's website, as well as to the Florida Division of Financial Services. He presented the audit noting that the Opinion Letter of the auditor stated that it was a clean audit. He presented the management discussion and analysis sections of the audit on pages 3-6, as well as the annual financials on pages 7-12,

Mr. Oliver noted that they auditors found no deficiencies in internal control that they consider to be material weaknesses. Page 26 included the Independent Auditor's Report and Compliance with requirements of Section 218.415 of Florida Statutes. The auditor found that the District complied in all material respects with the aforementioned requirements for Fiscal Year 2019.



The report shows that the District had no prior or current year findings, and that the District was in good financial health and had no emergency financial conditions. Mr. Oliver asked if the Board had any questions. Hearing none,

On MOTION by Mr. Lancaster seconded by Mr. Hill with all in favor, the Fiscal Year 2019 Audit, was approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2020-06, Resetting the Date and Time of the Public Hearing on the Proposed Budget**

Mr. Haber stated that the District made the determination that the original date set by the Board was not going to work, therefore the Board decided to change the date of the public hearing on the budget, adding that the notice requirements for the Budget Public Hearing were still met. He clarified that this resolution was just an acknowledgement on record that the Board ratified the change of the date.

On MOTION by Mr. Dodson seconded by Mr. Hill with all in favor, Resolution 2020-06 Resetting the Date and Time of the Public Hearing on the Proposed Budget, was approved.

#### **SEVENTH ORDER OF BUSINESS**

#### **Public Hearing**

Mr. Oliver stated that the FY21 budget is substantially the same as the FY20 budget. He added that they would be discussing three budgets at the meeting; the General Fund Budget, which includes administrative, maintenance, and operating costs of the District, and the Capital Reserve Budget and Debt Service budget for the bonds issued to build the existing infrastructure in the District. While presenting the General Fund Budget, Mr. Oliver pointed out the total revenues line where the budget had been essentially unchanged, going from \$595,000 to \$590,000. He pointed out the top 3 lines of revenues, including the Developer Contributions to supplement assessments dropping from \$90,000 to \$85,000, and Assessments going from \$377,000 to \$440,000 on platted lots on the tax roll. He added that the reason that the amount went up is that they are no longer direct bill, but instead on the tax roll. Mr. Oliver then went on to the Expenditure section of the budget, noting that the Administrative Budget costs dropped from \$101,000 to \$94,000.



Mr. Oliver presented the Amenity Center costs, which includes the cost of the operating and maintaining the Amenity Center. He explained that there was a slight increase in costs from \$210,000 to \$228,000 due to the Repairs and Maintenance line item which was budgeted at \$4,300 last year, but they project to spend about \$19,000 this year. They budgeted \$25,000 for this year as the facilities have grown older. He also presented the Ground Maintenance Expenditures, which dropped from \$284,000 to \$268,000, pointing out the Landscape Maintenance went up from \$141,000 to \$151,000 and will most likely to continue to go up annually due to the growth of the District and more common areas, as well as the cost-of-living adjustments. He also pointed out the Reclaimed Water Expenditure that was budgeted at \$76,000, but they will probably be spending in the \$36,000 to \$40,000 range, depending on drought conditions. Therefore, they lowered the amount to \$50,000.

Mr. Oliver pointed out that the Total Expenses line was nearly flat, going from \$595,000 to \$590,000. He pointed out the table which showed per unit assessments remaining unchanged at \$882 per platted lot. Mr. Oliver explained the District pays a 2% Collection Fee to the County Tax Collector. He also pointed out that if residents pay their tax bill by November 30<sup>th</sup>, they get a 4% discount on the CDD assessments and property taxes.

Mr. Oliver stated that the next several pages were line item descriptions, and that the pages after that included the Debt Service Fund budget for the Series 2016 Bonds, which were issued to build the infrastructures throughout the District including roads, utilities, the Stormwater Management facility, as well as the entire amenity footprint to include the dog park. He noted the debt service assessments are used to pay the two semi-annual interest payments that are due on November and May 1<sup>st</sup> of each year, as well as a principal payment due on November 1<sup>st</sup>.

Mr. Oliver went on to explain the Amortization Schedule which lists the annual principal and interest payments the District submits to the trustee for payment to the bond holders, adding that the bonds mature in 2048.

Mr. Oliver presented the Capital Reserve Fund, pointing out that it was not funded much because it is a new District, but that over the years it will be built up so that the District will have money to repair and replace assets as they get older. Mr. Oliver asked if the Board wanted to discuss any part of the Fiscal Year 2021 Budget. Hearing no comments from the Board, the public hearing was opened.



On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor, the Opening on the Public Hearing, was approved.

Mr. Oliver asked that any residents who wished to comment keep their discussions to three minutes.

A resident asked where the District would see any expenditures in regards to future development, to which Mr. Oliver responded that it would not affect the Operations and Maintenance Budget for FY 2021. Mr. Oliver added that as there are more units and common areas to maintain, the total assessments would likely be higher to cover the costs. He also said that as we approach buildout and have more platted lots to share costs, the O&M assessments should stay stable or decrease over the years.

Mr. Oliver asked if there were any more comments. Hearing none,

On MOTION by Mr. Dodson seconded by Mr. Lancaster with all in favor, the Closing on the Public Hearing, was approved.

**A. Consideration of Resolution 2020-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021**

Mr. Haber stated that this resolution makes certain findings regarding the budget itself and provides that the budget described in the public hearing should be adopted in that form, and provides certain provisions related to any potential amendments to the budget that may be necessary for the future. He clarified that the public hearing for the budget had already been held and that Mr. Oliver noted that it was properly noticed in the newspaper. All that would be required is a motion to approve. He asked if there were any questions. Hearing no questions on the resolution,

On MOTION by Mr. Dodson seconded by Mr. Hill with all in favor, Resolution 2020-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021, was approved.

**B. Consideration of Resolution 2020-08, Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Haber stated that this resolution relates to the assessments that will fund the budgets that were just adopted including the Operations and Management Budget, as well as the Debt



Assessment budgets. He explained that the resolution certified the already levied debt assessments for collection, and also levies the O&M Assessments that will pay for the budget just adopted.

Mr. Haber added that no public hearing was required for this resolution because the O&M assessments did not increase from the prior year's budget. He also noted that there were two methods of collection, including assessments that could be collected directly and assessments that are collected on the tax roll. He explained that for unplatted and undeveloped property, assessments would be collected by the District manager by sending an invoice to the owner of the unplatted property. For platted property, the assessments are certified to the county and are collected on the same bill that residents receive for their Ad Valorem taxes, and are collected in that manner.

On MOTION by Mr. Dodson seconded by Mr. Hill with all in favor, Resolution 2020-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2020-09, Designating Landowners' Meeting Date**

Mr. Haber explained the resolution, stating that CDD's are governed by Chapter 190 under Florida Statutes, which relates to election and turnover of the Board from landowner controlled to resident controlled seats. That happens when the CDD is 6 years old and that there are 250 or more qualified electors or more living within the boundaries of the CDD. He stated that a "qualified elector" is defined as an adult who resides within the District with a primary place of residence within the District. They also need to be registered to vote with the Supervisor of Elections in St. John's County. He added that the scenario listed above happens on even years because of the seat terms of all the Board members. Mr. Haber stated that there were five Supervisors on the Board, two of which expire in November of 2022, and three that expire in November 2020. Because the CDD had not reached the designated 6 year mark, the Board would hold a landowner election. He explained that in this election landowners have the opportunity to vote on the members of the Board. Once the qualified elector threshold had been reached, the elections for the vacancies would be held by the St. John's County Supervisor of Elections and individuals would be able to qualify with the Supervisor of Elections, being elected through the general election process. He noted that that scenario could be possible in 2022 if they reach the qualified elector's threshold.



Mr. Haber explained that the current resolution up for motion was to set the date for the landowner's election for the seats that expire in 2020. Mr. Oliver added that the District did have at least 250 qualified electors within the district, so the general elections process would indeed begin in November 2022. He clarified that they would notify the residents as the time approached. He also pointed out that there was an administrative error, Linda Scandurra's last name was misspelled, as well as Seat #5 being held by Chris Hill. Mr. Oliver asked the Board if they had any more questions. Hearing none,

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor, Resolution 2020-09 Designating the Landowner's Meeting Date as November 4, 2020 at 1:00 p.m., was approved.

#### **NINTH ORDER OF BUSINESS**

#### **Consideration of First Amendment of Amenity Management Services with RMS**

Mr. Oliver stated there was a copy of the first amendment in the agenda packet. He added that the last page showed the proposal submitted by RMS. He noted it would be at the same cost as Fiscal Year 2020. He asked if the Board had any questions. Hearing none,

On MOTION by Mr. Lancaster seconded by Mr. Dodson with all in favor the First Amendment of Amenity Management Services with RMS, was approved.

#### **TENTH ORDER OF BUSINESS**

#### **Consideration of Field Operations & Janitorial Services with RMS**

Mr. Oliver stated that the pricing for the Field Operations and Janitorial Services would be the same pricing for Fiscal Year 2021 that was contracted for Fiscal Year 2020. Mr. Oliver asked if the Board had any questions. Hearing none,

On MOTION by Mr. Dodson seconded by Mr. Lancaster, with all in favor, the Consideration of Field Operations and Janitorial Services with RMS, was approved.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Other Business**

Mr. Oliver pointed out that regarding Resolution 2020-09, there is one vacant spot. For seat #4 the term for the seat expires in November of 2022. He added that the spot had not been filled



since the previous Supervisor resigned from that seat. The Chairman suggested that the Board could consider filling that spot with a resident. He explained that other Boards had done it in the past by sending an e-blast and posting to the website that the Board was soliciting letters of interest or resumes of residents who had wished to apply for the position. He stated that if the Board would like to at the next Board meeting, they could consider those letters of interest and resumes in order to appoint a fifth member to the Board.

The Board agreed on that suggestion, and Mr. Oliver added that he would notify the residents of the opportunity and bring back to the Board at the next meeting the names and resumes of those who are interested.

## **TWELTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Mr. Haber stated that the deadline for the ability to hold virtual meetings is set to expire on July 31<sup>st</sup> and there had not currently been an extension of the deadline. If the mandate was not extended, Board would be required to meet in person, but if it is extended the Board would have the option to determine whether it would want to meet in person or virtually.

He also noted that the landowner election that was set had been extended until November. He had received questions on whether the virtual meetings extended to the election, to which he clarified that they would not.

#### **B. District Engineer – Approval of Requisitions No. 145 & 146**

Being that the District Engineer was absent from the meeting, Mr. Oliver presented Requisitions No. 145 and 146, noting that they were both payable to Clary & Associates. He explained that they were for survey work that is related to the installation of a force main along IGP Boulevard due to a requirement of ST. John's County as it would provide water further west along IGP. He asked that the Board ratify the two requisitions.

On MOTION by Mr. Lancaster seconded by Mr. Hill, with all in favor, Requisitions No. 145 & 146, were approved.

#### **C. District Manager – Presentation of Meeting Schedule for FY 2021**



Mr. Oliver explained that the District meets on a quarterly schedule and has been using the Northeast Florida Regional Airport Conference Center for meetings at 1:00 p.m. He also added that if additional matters come up meetings can be continued or a special meeting can be scheduled. He noted that as listed in the agenda packets, meetings were scheduled to be held in November, February, May, and August.

On MOTION by Mr. Lancaster seconded by Mr. Dodson, with all in favor, the Meeting Schedule for FY 2021, were approved.

#### **D. Field Services – Operations Memorandum**

Mr. Stephens presented the Operations Memorandum, pointing out highlights such as the exterior ceilings and wooden trim of the Amenities Center being painted, and the annual termite treatment being scheduled for August. He also added that all of the pool and patio furniture had been pressure washed, and the area rugs and upholstery in the clubhouse were cleaned, as well as the pressure washing of the sidewalks outside the clubhouse. The dog park also had trash cans placed around the area, a flag pole was ordered for in front of the Amenities Center Complex, and associates had been contacted about the pool light issue with getting those fixed. Mr. Stephens went on to explain that he was continuing to work with Land Care on the Maple and Oak tree issues, and that he would forward the information to the board once he received any answers.

#### **E. Amenity Report – Amenity Report**

Ms. Meeks stated that the clubhouse pool and fitness center were continuing to have regular use since they were reopened. She added that the movie night the past Friday had been successful, and she was continuing to be in the process of scheduling more entertainment and vendors for the “Dancing in the Streets” event scheduled to be held in early September. She hoped to see more participation in community events if the Coronavirus dissipated through the end of the year. Ms. Meeks also added that she had gotten positive feedback from residents as they were enjoying the monthly newsletter, and therefore she would continue to send those out.

#### **THIRTEENTH ORDER OF BUSINESS**

#### **Supervisor’s Requests**

There being none, the next item followed.

#### **FOURTEENTH ORDER OF BUSINESS**

#### **Audience Comments**



Mr. Oliver stated that this was the time for the audience to make any comments they wished, adding that there wouldn't necessarily be a back and forth commentary with the Board. Some response would be immediate and some would come later.

A resident commented that he still had concerns with people continuing to go behind his residence and using it as an access path to walk their dogs and loiter there. He asked that there be more communication to new residents that his property was not public access. He also added that there were people not following rules and guidelines at the Amenity Center, and asked if there were any cameras at the pool. Ms. Meeks responded that there were no cameras at the pool, but that there were at the entrance. Mr. Haber clarified that under Florida law the location of cameras within the facility were exempt and confidential in order to prevent the general public from learning the District's security system and abusing it. He added that Board members have the right not to discuss the cameras in an open meeting but can be discussed in a private setting. The resident clarified that the only reason he asked about the cameras was not for the location, but to see if there were any that were being viewed as many people were not following the rules of the facility, such as doing flips in the pool and hanging on the cables in the pool. The resident added that other communities have required identification for residents, such as an arm band, to be able to tell if they are a homeowner or a guest. He requested that the Board adopt a policy like that sometime in the future.

Mr. Stephens added that all of comments mentioned were good comments, and now that the CDD had an Amenity Manager on site those types of issues could be watched and addressed. He pointed out that as far as access they were giving keys to everyone who was a resident, and that it goes hand in hand with showing who has a right to be onsite. Mr. Stephens asked Ms. Meeks if the gated access was continually operating, to which she responded yes, while also adding that she regularly checks the traffic. The resident interjected that he has seen people on numerous occasions reach over and hit the bar with no card in order to gain access. Mr. Stephens would look at a higher cap on the fence to prevent that from happening again.

Another resident expressed her concern about the Maple and Oak trees being replaced because they were dying and that when they were being replaced, the replacements were smaller and inconsistent with the mature existing Oak trees. She asked if they would have an update during the next meeting about replacing the Maples and aerating the base of the oak trees lining the main road. She also asked if Ms. Meeks had decided what type of seat cushions would be replacing the



old ones that were taken out because of the mildew. Ms. Meeks answered that the cushions with broken zippers were taken to a repair shop and the fabric of the other cushions were still in good condition. Ms. Meeks added that as soon as they got those back they would be put back on the seats. The resident asked for clarification that the pool lights were being fixed, to which Mr. Stephens answered yes. She thanked everyone for trying to bring the Amenity Center up to standard.

Another resident asked for clarification on what the technical definition of “landowner” was, and asked if it was a resident. Mr. Haber clarified that anyone who owns property within the District is considered a landowner. He explained that the way the election works is that a 1 acre/lot basis is entitled to 1 vote, so a resident that owns a home is entitled to participate in the landowner election giving them one vote for the 1 lot that they own. If the lot is greater than an acre, they get 2 votes. Mr. Sheldon asked how many lots in the CDD were sold or owned, as well as how many were open and undeveloped lots there were. Mr. Oliver answered that it would be based on what the current data is as they approach the landowner’s election, but that the majority of the landowner votes may be controlled by the developer due to the amount of undeveloped land. Mr. Oliver stated that those numbers would be sent out as they get closer to the election. The resident asked if those numbers were pulled from the tax records, to which Mr. Oliver answered the property appraiser’s website and landowner documents.

## **FIFTEENTH ORDER OF BUSINESS**

### **Financial Reports**

#### **A. Balance Sheet as of June 30, 2020 and Statement of Revenues & Expenditures**

Mr. Oliver stated that the income statements presented were the same as the ones presented in the budget. He clarified that they were unaudited, but that they would be audited at the end of the fiscal year. He noted there were no unusual variances were seen on the income statement.

#### **B. Assessment Receipt Schedule**

Mr. Oliver noted that the CDD was 100% collected for the fiscal year and that they would start over when they would provide the assessment roll to the county tax collector for FY 2021.

#### **C. Approval of Check Register**

Mr. Oliver clarified that the Check register required Board approval.



On MOTION by Mr. Hill seconded by Mr. Lancaster with all in favor the Check Register was approved.
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**SIXTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – November 4, 2020 at 1:00 p.m.**

Mr. Oliver stated the next scheduled meeting date would be November 4, 2020 at the airport. He noted that they would start with the Landowner's election before moving on to the CDD meeting where they would swear in new supervisors that might be in attendance.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned at 1:52 p.m.

On MOTION by Mr. Dodson seconded by Mr. Hill with all in favor the Meeting was adjourned.
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Secretary / Assistant Secretary

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Chairperson / Vice Chairperson



## *FIFTH ORDER OF BUSINESS*



*A.*



**From:** Chris d'Aquin cmdoc@yahoo.com  
**Subject:** Interest in open position on CDD board  
**Date:** August 14, 2020 at 11:30 AM  
**To:** sstephens@gmsnf.com  
**Cc:** Art Lancaster aelancaster@eastlanddev.com, Jim Oliver joliver@gmsnf.com

---



Shelby,

I am interested in the open position on the Bannan Lakes CDD board.

As a three-year resident in the Southshore neighborhood, I have really enjoyed being part of Bannan Lakes. My family loves it here. Recently, I have become aware of the great need for the residents here to have a greater voice in their neighborhood and this great development.

My goal in being appointed to the board is to have a reasonable voice that will have an in-depth understanding of what homeowners need and want. I feel I can fill a valuable niche by being someone who still has children at home but also has a viewpoint similar to those in the age-restricted neighborhoods since I am a grandparent myself (and fears retirement is coming way too fast).

I strive to be fair-minded and will do my best to understand both sides of any contested position brought before the board. I also feel that my involvement in the Toastmasters organization over the past 5 years will help me in being well-spoken and respectful. I have twice served as an officer in my local Toastmasters club and I have also been heavily involved in various volunteer/leadership roles in my church and Boy Scouts of America, having served on several councils/committees through the years.

Please let me know if you have any questions.

Sincerely,  
Chris d'Aquin  
103 Bluejack Lane  
St. Augustine, FL 32095  
404-330-2058 (Cell)



**From:** Jim Carrado jcarrado@hotmail.com  
**Subject:** Bannan Lakes CDD Vacancy  
**Date:** August 21, 2020 at 9:17 AM  
**To:** sstephens@gmsnf.com

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To Whom it may Concern;

I have been giving this issue considerable thought as I believe the CDD does important work. I would like to submit my name in consideration for the opening on the Bannan Lakes CDD to be announced in November.

My name is Jim Carrado. I am a retired executive from Winn-Dixie stores and have lived at Bridge Bay in Bannan Lakes for almost 1 ½ years. My wife, Marti, of 46 years have lived in St. Johns County for 17 years, first at St. Johns Golf and Country Club and then moving here to Bannan Lakes. We both love it here and work hard to maintain the beauty and peacefulness of the neighborhood.

As I mentioned earlier, I was a senior executive for Winn-Dixie stores for 10 years until retiring in 2013. I have a BA in business from The University of Southern California and worked in the food industry for more than 30 years. I would be happy to submit a complete resume at your request if it would help you understand who I am and my qualifications for this important position.

Bannan Lakes is a wonderful community, but it doesn't just happen that way. It takes a lot of work and dedication from members of the community to make it feel like home. You have my commitment that I will do everything in my power to keep this community the pride of St. Johns County.

Thank you,  
Jim Carrado  
127 Artist Oaks Ct.  
St. Augustine, FL 32095  
(904) 403-6243  
Sent from [Mail](#) for Windows 10



**From:** Stephen Commorato [stephen.commorato@outlook.com](mailto:stephen.commorato@outlook.com)  
**Subject:** Seat 4 vacancy  
**Date:** September 18, 2020 at 6:05 AM  
**To:** [sstephens@gmsnf.com](mailto:sstephens@gmsnf.com)

---



I am writing you to express my interest in the position, I served on an HOA board for 20 years in various roles of President, VP, Secretary and Treasurer and was always striving to retain property value and being financially responsible in my duties.

Sincerely,

Stephen Commorato  
Mobile# 904-885-2308



*D.*



**RESOLUTION 2021-01**

**A RESOLUTION DESIGNATING OFFICERS OF THE  
BANNON LAKES COMMUNITY DEVELOPMENT  
DISTRICT**

**WHEREAS**, the Board of Supervisors of the Bannon Lakes Community Development District at a regular business meeting held on November 4, 2020 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
_____	Secretary
_____	Treasurer
_____	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

**PASSED AND ADOPTED THIS 4th DAY OF NOVEMBER 2020.**

\_\_\_\_\_  
Chairman / Vice Chairman

\_\_\_\_\_  
Secretary / Assistant Secretary



## *SIXTH ORDER OF BUSINESS*



**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2020/2021 FUNDING AGREEMENT**

This Agreement (the “**Agreement**”) is effective as of the 1<sup>st</sup> day of October, 2020, by and between:

**Bannon Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in St. Johns County, Florida (hereinafter "District"), and

**RREF III-P-EP Bannon Lakes JV, LLC**, a Delaware limited liability company, and the owner of a portion of the property located within the boundaries of the District (hereinafter "Developer").

Recitals

**WHEREAS**, the District was established by ordinance of the Board of County Commissioners of St. Johns County, Florida for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

**WHEREAS**, the Developer presently owns and/or is developing certain real property (the “**Property**”) within the District, which Property will benefit from the timely construction and acquisition of the District’s facilities, activities, and services, and from the continued operations of the District; and

**WHEREAS**, the District has adopted its general fund budget for the Fiscal Year 2020/2021, which year commences on October 1, 2020 and concludes on September 30, 2021 (the “**General Fund Budget**”); and

**WHEREAS**, the General Fund Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, is attached hereto and incorporated herein by reference as **Exhibit A**; and

**WHEREAS**, the Developer has requested that the District not levy operation and maintenance assessments in excess of \$504,753 for Fiscal Year 2020/2021; and

**WHEREAS**, the Developer desires to fund any deficit of the District’s operation and maintenance expenses in excess of the \$504,753 up to the total amount of the District’s General Fund Budget, adopted by the District’s Board of Supervisors on July 29, 2020, without any reimbursement by the District; and



**WHEREAS**, as the District and Developer anticipate that the District's operations and maintenance expenses for Fiscal Year 2020/2021 will not exceed the budgeted amount of \$590,629, it is anticipated that the Developer's Funding Obligation as defined herein will not exceed \$85,876.

**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 parties agree as follows:

**1. Funding Obligation.** Subject to the provisions of Paragraph 2 of this Agreement, the Developer agrees to pay the District's actual operation and maintenance expenses for Fiscal Year 2020/2021 to the extent such expenses exceed the special assessments for operations and maintenance levied and collected by the District, within fifteen (15) days of written request by the District (the "**Developer's Funding Obligation**"). The funds shall be placed in the District's general checking account. The Developer's Funding Obligation for Fiscal Year 2020/2021 shall not exceed \$85,876. The Developer's payment of funds pursuant to this Agreement in no way affects the Developer's obligation to pay assessments on land it owns within the District.

**2. Continuing Lien.** The District shall have the right to file a continuing lien upon the certain property as identified in **Exhibit B** (the "Parcel") for all payments due and owing under the terms of this Agreement and for interest thereon. In addition, the District shall have the right to file a continuing lien upon the Parcel for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's lien. The lien shall be effective as of the date and time of the recording of a "Notice of Lien for Fiscal Year 2020/2021 Budget" (the "**Notice**") in the public records of St. Johns County, Florida, stating among other things, the description of the Parcel and the amount due as of the recording of the Notice, and the existence of this Agreement. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring such other enforcement action against the Parcel in any manner authorized by law. The District shall partially release any filed lien for portions of the Parcel subject to a plat if and when the Developer has demonstrated, in the District's reasonable discretion, that such release will not materially impair the ability of the District to enforce the collection of funds hereunder. In the event the Developer sells any portion of the Parcel after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a lien upon the remaining Parcel owned by the Developer.

**3. Alternative Methods of Collection.**

a. In the alternative or in addition to the collection method set forth in Paragraph 2 above, the District may enforce the collection of funds due under this Agreement by action against the Developer in the appropriate judicial forum in and for St. Johns County, Florida. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District



Manager on behalf of the District. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the substantially prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

b. The District hereby finds that the activities, operations, and services set out in **Exhibit A** provide a special and peculiar benefit to the Property. The Developer agrees that the activities, operations and services set forth in **Exhibit A** provide a special and peculiar benefit to the Property equal to or in excess of the costs set out in **Exhibit A**. Therefore, in the alternative or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197 or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the St. Johns County property appraiser.

4. **Agreement; Amendment.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. 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 of the parties hereto.

5. **Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

6. **Assignment.** This Agreement may not be assigned, in whole or in part, by either party except upon the written consent of the other which consent shall not be unreasonably conditioned, withheld, or delayed; provided, however, the Developer may assign its rights and obligation under this Agreement to an affiliated entity or subsidiary of Developer or to any other entity in which Developer has retained any ownership interest or collaterally assign to any institutional lender or equity investor providing financing to Developer. Any purported assignment without such consent shall be void.

7. **Default.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Developer.

8. **Third Party Rights; Transfer of Property.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. 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 provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns. In the event the Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to improvements, work product, or lands within the District, the Developer shall continue to be bound by the terms of this Agreement and additionally shall expressly require that the purchaser agree to be bound by the terms of this Agreement. The Developer shall give 90 days prior written notice to the District under this Agreement of any such sale or disposition.

**9. Applicable Law.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

**10. Negotiation at Arm's Length.** 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 the doubtful language will not be interpreted or construed against any party.

**11. Notice.** All notices, requests, consents and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, by overnight delivery service, or telecopied or hand delivered to the parties, as follows:

- |    |                      |   |
|----|----------------------|---|
| A. | If to the District:  | Bannon Lakes Community<br>Development District<br>475 West Town Place, Suite 114<br>St. Augustine, Florida 32092<br>Attn: District Manager              |
|    | With a copy to:      | Hopping Green & Sams, P.A.<br>119 South Monroe Street, Suite 300 (32301)<br>Post Office Box 6526<br>Tallahassee, Florida 32314<br>Attn: Wesley S. Haber |
| B. | If to the Developer: | RREF III-P-EP Bannon Lakes JV, LLC<br>790 NW 107 <sup>th</sup> Avenue, Fourth Floor<br>Miami, Florida 33172<br>Attn: Anthony Seijas                     |
|    | With a copy to:      | Carlton Fields<br>4221 W. Boy Scout Blvd., Suite 1000<br>Tampa, Florida 33607<br>Attn: Joel B. Giles  |

and



Eastland Partners, LLC  
700 Ponte Vedra Lakes Blvd.  
Ponte Vedra Beach, Florida 32082  
Attn: Arthur Lancaster

Except as otherwise provided herein, any Notice shall be deemed received only upon actual delivery at the address or telecopy number set forth herein. If mailed as provided above, Notices shall be deemed delivered on the third business day unless actually received earlier. Notices hand 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 parties may deliver Notice on behalf of the parties. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name, address or telecopy number to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

**12. Effective Date.** The Agreement shall take effect as of October 1, 2020. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

(SIGNATURES ON FOLLOWING PAGE)



In witness whereof, the parties execute this agreement the day and year first written above.

Attest:

**BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**RREF III-P-EP BANNON LAKES JV, LLC,**  
a Delaware limited liability company

BY: RREF III-P-EP BANNON LAKES JV MEMBER, LLC  
a Delaware limited liability company, its managing member

BY: RIALTO REAL ESTATE FUND III-PROPERTY, LP,  
a Delaware limited partnership, its sole member

BY: RIALTO PARTNERS GP, III-PROPERTY, LLC,  
a Delaware limited liability company,  
its general partner

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

WITNESSES:

\_\_\_\_\_

\_\_\_\_\_

**Exhibit A:** Fiscal Year 2020/2021 General Fund Budget

**Exhibit B:** Parcel



## **EXHIBIT A**



## **EXHIBIT B**



## *SEVENTH ORDER OF BUSINESS*





**The Lake Doctors, Inc.**  
Aquatic Management Services

Corporate Offices  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

October 23, 2020

Mr. Brian Stephens  
Bannon Lakes CDD  
c/o GMS  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Dear Mr. Stephens:

Your current Lake Doctors, Inc. Water Management Agreement for **Bannon Lakes CDD** is due for renewal on December 1, 2020. We are pleased to enclose a renewal proposal for your approval. Your monthly investment amount of \$650.00/per month will remain unchanged.

If you have any questions or concerns regarding your Lake Doctors Water Management Program, **please feel free to give me a call at (904)626-0287 or contact me by email at mark.seymour@lakedoctors.com.**

To assure continuous and uninterrupted service, kindly return a copy of the executed agreement by November 15, 2020. For your convenience, we have provided a pre-addressed, stamped envelope.

As always, we will continue to focus upon fully satisfying your water management needs by providing excellent, quality service, quick response to questions or problems and deep concern for the health of your pond, lake or waterway.

We at The Lake Doctors very much appreciate your current business and look forward to continuing to work with you to keep your waterway(s) in excellent condition.

Sincerely,

Mark A. Seymour  
Sales Manager

MAS/jkw  
723475





**The Lake Doctors, Inc.**  
Aquatic Management Services®

Corporate Offices  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

## Water Management Agreement

**MAS/723475 R**

This Agreement, made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and \_\_\_\_\_

PROPERTY NAME (Community/Business/Individual) \_\_\_\_\_

MANAGEMENT COMPANY \_\_\_\_\_

INVOICING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE ( ) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ EMAIL INVOICE: YES OR NO \_\_\_\_\_

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO \_\_\_\_\_ THIRD PARTY INVOICING PORTAL: YES OR NO \_\_\_\_\_

*\*\*If a Third Party Compliance/Registration or an Invoice Portal is required; it is the customer's responsibility to provide the information.*

Hereinafter called "CUSTOMER"

REQUESTED START DATE: \_\_\_\_\_  
PURCHASE ORDER #: \_\_\_\_\_

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

Five (5) Ponds associated with **Bannon Lakes CDD**, St. Augustine, FL

Includes a minimum of twelve (12) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds and algae. **Service will cease effective December 1, 2020 if the signed Agreement is not returned.**  
**Note - #11 on Terms & Conditions does not apply.**

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified aquatic management services:

1. Underwater and Floating Vegetation Control Program	\$	<u>650.00 monthly</u>
2. Shoreline Grass and Brush Control Program	\$	<u>INCLUDED</u>
3. Additional Treatments, if Required	\$	<u>INCLUDED</u>
4. Free Callback Service	\$	<u>INCLUDED</u>
5. Monthly Written Service Reports	\$	<u>INCLUDED</u>
Total of Services Accepted	\$	<u>650.00 monthly</u>

**\$0.00** of the above sum-total shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of **\$650.00**, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within **fifteen (15)** business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before November 15, 2020.
- F. **The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof.** Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed \_\_\_\_\_

MARK A. SEYMOUR, SALES MANAGER

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Name \_\_\_\_\_



## TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
  - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
  - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
  - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, THE LAKE DOCTORS shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify THE LAKE DOCTORS if any exotic fish exist in lake or pond prior to treatment.
  - d) CUSTOMER understands and agrees that for the best effectiveness and environmental safety, materials used by THE LAKE DOCTORS may be used at rates equal to or lower than maximum label recommendations.
  - e) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
  - f) CUSTOMER agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
  - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
  - h) When deemed necessary by THE LAKE DOCTORS and approved by CUSTOMER, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, THE LAKE DOCTORS will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species take several months or longer to fully decompose. CUSTOMER is responsible for any desired physical cutting and removal.
- 3) CUSTOMER agrees to inform THE LAKE DOCTORS in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). THE LAKE DOCTORS assumes no responsibility for damage to aquatic plants if CUSTOMER fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. CUSTOMER also agrees to notify THE LAKE DOCTORS, in writing, of any conditions which may affect the scope of work and CUSTOMER agrees to pay any resultant higher direct cost incurred.
- 4) If at any time during the term of this Agreement, CUSTOMER feels THE LAKE DOCTORS is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform THE LAKE DOCTORS, in writing, stating with particularity the reasons for CUSTOMER'S dissatisfaction. THE LAKE DOCTORS shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel THE LAKE DOCTORS performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to THE LAKE DOCTORS and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by THE LAKE DOCTORS.
- 5) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. THE LAKE DOCTORS will notify CUSTOMER of such restrictions. It shall be CUSTOMER responsibility to observe the restrictions throughout the required period. CUSTOMER understands and agrees that, notwithstanding any other provision of the Agreement, THE LAKE DOCTORS does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
- 6) THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
- 7) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should THE LAKE DOCTORS be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, THE LAKE DOCTORS shall notify CUSTOMER of said condition and of the excess direct costs arising there from. CUSTOMER shall have thirty (30) days after receipt of said notice to notify THE LAKE DOCTORS in writing of any inability to comply with excess direct costs as requested by THE LAKE DOCTORS.
- 8) CUSTOMER warrants that he or she is authorized to execute the Water Management Agreement on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
- 9) CUSTOMER understands that, for convenience, the annual investment amount has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If CUSTOMER places their account on hold, an additional start-up charge may be required due to aquatic re-growth.
- 10) THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 11) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the monthly investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution.
- 12) THE LAKE DOCTORS may cancel this agreement with or without cause by 30-day written notice to customer.
- 13) Should CUSTOMER become delinquent, THE LAKE DOCTORS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly investment amount even if the account is placed on hold. Service may be reinstated once the entire past due balance has been received in full. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
- 14) This Agreement is assignable by CUSTOMER upon written consent by THE LAKE DOCTORS.
- 15) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
- 16) If Agreement includes trash/debris removal, THE LAKE DOCTORS will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 17) CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees.



*EIGHTH ORDER OF BUSINESS*



Recording: \_\_\_\_\_  
Doc. stamps: \_\_\_\_\_  
Int. tax: \_\_\_\_\_  
TOTAL: \_\_\_\_\_

THIS INSTRUMENT WAS PREPARED BY AND,  
AFTER RECORDING, RETURN TO:

Joel B. Giles, Esquire  
Florida Bar No.: 350591  
CARLTON FIELDS, P.A.  
4221 West Boy Scout Boulevard, Suite 1000  
Tampa, Florida 33607  
(813) 223-7000  
(813) 229-4133 (Facsimile)  
jgiles@carltonfields.com

### **PARTIAL RELEASE OF RECORDED INSTRUMENTS**

(Phases 2A, 2B, and 2C – Bannon Lakes)

**THIS PARTIAL RELEASE OF RECORDED INSTRUMENTS** (“Partial Release”) dated November \_\_, 2020, is by **BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes (the “CDD”), and **RREF III-P-EP BANNON LAKES JV, LLC**, a Delaware limited liability company (“RREF”).

### **RECITALS**

A. The CDD and RREF executed and recorded the following documents relating to the issuance of 2016 special assessment revenue bonds: Bannon Lakes Community Development District’s Notice of Series 2016 Special Assessments recorded in Official Records Book 4184, at page 1682, Agreement regarding the True-Up and Payment of Series 2016 Assessments recorded in Official Records Book 4208, at page 14, Declaration and Consent to Jurisdiction of Bannon Lakes Community Development District and to Imposition of Special Assessments recorded in Official Records Book 4208, at page 60, and Collateral Assignment and Assumption of Development and Contract Rights Relating to the Series 2016 Project recorded in Official Records Book 4208, at page 100, all of the public records of St. Johns County, Florida (collectively, the “Recorded Instruments”).

B. The Recorded Instruments included the property described on the attached Exhibit “A” (the “Released Property”), however the 2016 special assessment revenue bonds do not impact the Released Property. Accordingly, the CDD and RREF wish to confirm the release of the Released Property from the Recorded Instruments.

NOW THEREFORE, in consideration of the sum of Ten and no/100 Dollars (\$10.00), the receipt and legal sufficiency of which is hereby acknowledged, the CDD and RREF hereby confirm the release and hereby forever release, exonerate, and discharge the Released Property from the Recorded Instruments.

PROVIDED, HOWEVER, that nothing herein contained shall be held or construed to release, exonerate, or discharge any property other than the Released Property from the Recorded Instruments.



IN WITNESS WHEREOF, the CDD and RREF have caused this instrument to be executed on the day and year first above written.

WITNESSES:

**BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
(Sign on this line.)

\_\_\_\_\_  
(Print name legibly on this line.)

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Chairman, Board of Supervisors

\_\_\_\_\_  
(Sign on this line.)

\_\_\_\_\_  
(Print name legibly on this line.)

STATE OF FLORIDA    )  
COUNTY OF DUVAL    )

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_, the Chairman of the **BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, on behalf of the district, who is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
(Sign on this line.)

\_\_\_\_\_  
(Print name legibly on this line.)

NOTARY PUBLIC, State of Florida

COMMISSION NO.: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_

(SEAL)



WITNESSES:

\_\_\_\_\_  
(Sign on this line.)

\_\_\_\_\_  
(Print name legibly on this line.)

\_\_\_\_\_  
(Sign on this line.)

\_\_\_\_\_  
(Print name legibly on this line.)

**RREF III-P-EP BANNON LAKES JV,  
LLC**, a Delaware limited liability company

By: **RREF III-P-EP BANNON LAKES JV  
MEMBER, LLC**, a Delaware limited  
liability company, its Manager

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF FLORIDA                    )  
COUNTY OF \_\_\_\_\_  )

The foregoing instrument was sworn to and subscribed before me by means of  
☐ physical presence or ☐ online notarization this \_\_\_\_\_ day of November, 2020, by  
\_\_\_\_\_, as \_\_\_\_\_ of  
RREF III-P-EP BANNON LAKES JV MEMBER, LLC, a Delaware limited liability company,  
as Manager of **RREF III-P-EP BANNON LAKES JV, LLC**, a Delaware limited liability  
company, on behalf of the limited liability companies, who is personally known to me or has  
produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
(Sign on this line)

\_\_\_\_\_  
(Legibly print name on this line)

NOTARY PUBLIC, State of Florida

COMMISSION NO.: \_\_\_\_\_  
EXPIRATION DATE: \_\_\_\_\_

(SEAL)



**EXHIBIT "A"**  
Legal Description of Released Property

**BANNON LAKES PHASE 2A**

A PORTION OF SECTIONS 11 AND 12, TOWNSHIP 6 SOUTH, RANGE 28 EAST, ST. JOHNS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE WESTERLY CORNER OF THE NORTHERLY TERMINUS OF BANNON LAKES BOULEVARD, A VARIABLE WIDTH RIGHT OF WAY, AS SHOWN ON THE PLAT OF BANNON LAKES PHASE 1, AS RECORDED IN MAP BOOK 81, PAGES 36 THROUGH 42, INCLUSIVE OF THE PUBLIC RECORDS OF SAID ST. JOHNS COUNTY THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 390.00 FEET, AN ARC DISTANCE OF 125.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 24°15'41" WEST, 124.73 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 280.00 FEET, AN ARC DISTANCE OF 233.75 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 08°51'24" EAST, 227.03 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 82.17 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 14°18'24" WEST, 73.23 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING NORTHWESTERLY AND THE POINT OF BEGINNING; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 310.00 FEET, AN ARC DISTANCE OF 53.00 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 66°17'02" WEST, 52.93 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 71°10'53" WEST, 64.38 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 63°49'07" WEST, 35.36 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 18°49'07" WEST, 42.56 FEET; THENCE NORTH 71°10'53" WEST, 60.00 FEET; THENCE NORTH 79°54'41" WEST, 135.70 FEET; THENCE NORTH 16°52'35" WEST, 20.05 FEET, TO THE ARC OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 39.05 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 84°30'07" WEST, 38.07 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 410.00 FEET, AN ARC DISTANCE OF 172.61 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 74°11'18" WEST, 171.33 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 86°14'55" WEST, 187.31 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 60.00 FEET, AN ARC DISTANCE OF 188.50 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 03°45'05" EAST, 120.00 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 187.00 FEET, AN ARC DISTANCE OF 353.34 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 39°37'16" EAST, 303.07 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 103.64 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 44°52'28" EAST, 86.06 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 765.00 FEET, AN ARC DISTANCE OF 113.25 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 79°58'59" EAST, 113.15 FEET; THENCE NORTH 05°46'33" EAST, 125.00 FEET, TO THE ARC OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE



NORTHERLY, HAVING A RADIUS OF 640.00 FEET, AN ARC DISTANCE OF 11.16 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 83°43'28" WEST, 11.16 FEET; THENCE NORTH 06°46'30" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 40.74 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 50°05'24" EAST, 36.38 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 03°24'18" EAST, 200.54 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHWESTERLY; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 36.97 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 38°57'30" WEST, 33.69 FEET; THENCE NORTH 08°40'41" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 270.00 FEET, AN ARC DISTANCE OF 4.98 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 81°51'00" EAST, 4.98 FEET; THENCE NORTH 07°37'19" EAST, 130.80 FEET; THENCE SOUTH 83°37'19" EAST, 32.81 FEET; THENCE NORTH 60°31'45" EAST, 58.41 FEET; THENCE NORTH 34°47'14" EAST, 165.10 FEET; THENCE NORTH 57°22'07" EAST, 69.28 FEET; THENCE NORTH 07°02'29" EAST, 61.08 FEET; THENCE SOUTH 69°51'08" EAST, 3.81 FEET; THENCE NORTH 80°46'09" EAST, 14.84 FEET; THENCE NORTH 77°17'36" EAST, 28.08 FEET; THENCE NORTH 36°06'01" EAST, 39.08 FEET; THENCE NORTH 63°26'06" EAST, 17.08 FEET; THENCE NORTH 77°30'30" EAST, 29.81 FEET; THENCE SOUTH 18°17'17" EAST, 12.04 FEET; THENCE NORTH 81°38'43" EAST, 8.90 FEET; THENCE SOUTH 00°46'52" EAST, 49.78 FEET; THENCE SOUTH 21°09'41" WEST, 23.08 FEET; THENCE SOUTH 24°15'03" WEST, 21.07 FEET; THENCE SOUTH 09°18'26" EAST, 43.34 FEET; THENCE SOUTH 31°41'21" EAST, 58.26 FEET; THENCE SOUTH 24°13'37" EAST, 23.67 FEET; THENCE SOUTH 27°50'48" WEST, 37.25 FEET; THENCE SOUTH 15°54'43" WEST, 33.44 FEET; THENCE SOUTH 03°42'22" EAST, 91.04 FEET; THENCE SOUTH 75°47'42" EAST, 55.36 FEET; THENCE SOUTH 77°38'41" EAST, 71.31 FEET; THENCE SOUTH 71°43'45" EAST, 158.84 FEET; THENCE SOUTH 63°00'53" EAST, 22.89 FEET; THENCE SOUTH 79°05'45" EAST, 42.97 FEET; THENCE SOUTH 70°02'58" EAST, 294.93 FEET; THENCE SOUTH 21°38'16" EAST, 79.81 FEET; THENCE SOUTH 71°56'27" EAST, 25.65 FEET; THENCE SOUTH 20°42'56" WEST, 101.83 FEET; THENCE SOUTH 20°06'48" WEST, 25.67 FEET; THENCE NORTH 82°59'14" WEST, 15.43 FEET; THENCE NORTH 20°35'40" EAST, 26.59 FEET; THENCE NORTH 81°23'10" WEST, 51.18 FEET; THENCE NORTH 67°55'05" WEST, 98.48 FEET; THENCE SOUTH 70°21'03" WEST, 80.38 FEET; THENCE SOUTH 65°52'07" WEST, 97.23 FEET; THENCE SOUTH 24°01'31" WEST, 97.82 FEET; THENCE SOUTH 07°40'31" WEST, 55.40 FEET; THENCE SOUTH 59°29'05" EAST, 36.28 FEET; THENCE SOUTH 19°42'50" EAST, 37.66 FEET; THENCE SOUTH 23°57'29" EAST, 51.68 FEET; THENCE SOUTH 49°18'53" EAST, 40.91 FEET; THENCE SOUTH 69°23'29" EAST, 54.72 FEET; THENCE SOUTH 84°57'13" EAST, 65.80 FEET; THENCE NORTH 82°53'12" EAST, 113.52 FEET; THENCE NORTH 50°51'02" EAST, 81.72 FEET; THENCE NORTH 21°03'03" EAST, 86.83 FEET; THENCE NORTH 05°22'38" EAST, 120.77 FEET; THENCE NORTH 45°07'28" WEST, 31.92 FEET; THENCE NORTH 44°52'32" EAST, 147.33 FEET; THENCE SOUTH 74°46'26" EAST, 75.59 FEET; THENCE NORTH 81°23'56" EAST, 185.56 FEET; THENCE NORTH 67°17'18" EAST, 66.80 FEET; THENCE NORTH 37°14'40" EAST, 60.73 FEET; THENCE NORTH 01°28'12" EAST, 71.83 FEET; THENCE NORTH 88°31'41" WEST, 44.20 FEET; THENCE NORTH 17°01'27" EAST, 16.62 FEET; THENCE SOUTH 88°40'37" EAST, 39.74 FEET; THENCE NORTH 01°28'12" EAST, 103.71 FEET; THENCE NORTH 03°27'04" EAST, 50.65 FEET; THENCE NORTH 11°40'06" EAST, 74.79 FEET; THENCE NORTH 01°32'34" WEST, 26.69 FEET; THENCE SOUTH 85°48'45" EAST, 127.66 FEET; THENCE NORTH 04°11'15" EAST, 25.36 FEET; THENCE SOUTH 85°48'45" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 40°48'45" EAST, 35.36 FEET; THENCE SOUTH 04°11'15" WEST, 60.00 FEET, TO THE ARC OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 49°11'15" WEST, 35.36 FEET; THENCE SOUTH 04°11'15" WEST, 120.20 FEET; THENCE SOUTH 85°48'45" EAST, 125.00 FEET; THENCE SOUTH 47°17'42" EAST, 13.90 FEET, TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 44.93 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 68°26'46" EAST, 43.43 FEET; THENCE SOUTH 85°48'45" EAST, 152.66 FEET, TO



THE POINT OF CURVATURE OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 66.48 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 47°43'13" EAST, 61.69 FEET; THENCE SOUTH 83°28'52" EAST, 18.16 FEET; THENCE SOUTH 10°42'23" WEST, 535.05 FEET; THENCE SOUTH 09°21'08" WEST, 168.47 FEET; THENCE SOUTH 08°55'58" WEST, 168.92 FEET; THENCE SOUTH 02°08'15" WEST, 109.52 FEET; THENCE SOUTH 02°46'08" WEST, 110.57 FEET; THENCE SOUTH 06°55'58" WEST, 142.33 FEET; THENCE SOUTH 07°06'44" EAST, 37.19 FEET; THENCE SOUTH 71°23'48" WEST, 115.60 FEET; THENCE NORTH 49°29'26" WEST, 67.29 FEET; THENCE NORTH 58°01'21" WEST, 61.02 FEET; THENCE NORTH 48°09'38" WEST, 27.60 FEET; THENCE NORTH 16°17'26" WEST, 56.90 FEET; THENCE NORTH 65°11'55" WEST, 37.97 FEET; THENCE NORTH 32°20'53" WEST, 57.77 FEET; THENCE NORTH 87°11'00" WEST, 201.45 FEET; THENCE NORTH 54°10'10" WEST, 104.69 FEET; THENCE NORTH 63°26'55" WEST, 43.03 FEET; THENCE NORTH 79°38'10" WEST, 337.18 FEET; THENCE SOUTH 70°48'16" WEST, 43.03 FEET; THENCE SOUTH 67°13'24" WEST, 109.79 FEET; THENCE SOUTH 47°34'05" WEST, 125.35 FEET; THENCE NORTH 89°30'02" WEST, 145.25 FEET; THENCE NORTH 62°34'30" WEST, 91.66 FEET; THENCE SOUTH 68°56'38" WEST, 92.86 FEET; THENCE SOUTH 01°35'08" WEST, 155.34 FEET; THENCE SOUTH 69°34'14" WEST, 21.63 FEET, TO THE ARC OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 310.00 FEET, AN ARC DISTANCE OF 29.06 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 17°44'42" WEST, 29.05 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 200.00 FEET, AN ARC DISTANCE OF 166.97 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 08°51'24" EAST, 162.16 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 32°46'23" EAST, 22.55 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 63.70 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 69°16'07" EAST, 59.48 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 32°46'23" EAST, 84.90 FEET, TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 260.00 FEET, AN ARC DISTANCE OF 119.11 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 87°09'32" EAST, 118.07 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 74°02'07" EAST, 181.53 FEET; THENCE NORTH 15°57'53" WEST, 21.71 FEET, TO THE ARC OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 34.92 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 14°00'52" EAST, 34.21 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 187.00 FEET, AN ARC DISTANCE OF 163.62 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 19°04'25" EAST, 158.45 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 113.06 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 20°38'30" WEST, 90.47 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 85°25'22" WEST, 25.88 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHWESTERLY; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 174.00 FEET, AN ARC DISTANCE OF 147.77 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 61°05'35" WEST, 143.37 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 36°45'48" WEST, 72.07 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 94.09 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 89°19'42" WEST, 80.81 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 35°25'11" WEST, 255.21 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 445.00 FEET, AN ARC DISTANCE OF 123.62 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 27°27'40"



WEST, 123.23 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING SOUTHERLY; THENCE SOUTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 66.30 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 18°29'12" EAST, 61.55 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 29°36'45" WEST, 107.96 FEET, TO THE POINT OF BEGINNING.

CONTAINING 47.94 ACRES, MORE OR LESS.

## **BANNON LAKES PHASE 2B**

A PORTION OF SECTION 12, TOWNSHIP 6 SOUTH, RANGE 28 EAST, ST. JOHNS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWESTERLY CORNER OF THE PLAT OF BANNON LAKES PHASE 1A-2, AS RECORDED IN MAP BOOK 90, PAGES 49 THROUGH 52, INCLUSIVE OF THE PUBLIC RECORDS OF SAID ST. JOHNS COUNTY; THENCE NORTH 11°44'17" WEST, 860.74 FEET, TO THE SOUTHERLY LINE OF THE NORTHWEST ONE-QUARTER OF THE NORTHEAST ONE-QUARTER OF SAID SECTION 11; THENCE NORTH 88°34'18" EAST, ALONG SAID LINE, 541.86 FEET, TO THE EASTERLY LINE OF SAID NORTHWEST ONE-QUARTER OF THE NORTHEAST ONE-QUARTER OF SAID SECTION 11; THENCE NORTH 00°42'21" WEST, ALONG LAST SAID LINE, 706.17 FEET; THENCE SOUTH 89°10'19" EAST, 1499.61 FEET, TO THE POINT OF BEGINNING; SOUTH 12°31'43" EAST, 69.66 FEET; THENCE SOUTH 64°37'44" EAST, 68.79 FEET; THENCE SOUTH 62°40'36" EAST, 39.39 FEET; THENCE SOUTH 86°12'30" EAST, 201.41 FEET; THENCE SOUTH 62°23'11" EAST, 233.50 FEET; THENCE SOUTH 80°40'23" EAST, 358.86 FEET; THENCE SOUTH 78°45'56" EAST, 41.43 FEET; THENCE SOUTH 51°20'47" EAST, 33.68 FEET; THENCE SOUTH 29°45'59" EAST, 43.76 FEET; THENCE SOUTH 12°44'49" EAST, 43.10 FEET; THENCE SOUTH 01°32'34" EAST, 27.10 FEET; THENCE SOUTH 85°48'45" EAST, 127.66 FEET; THENCE NORTH 04°11'15" EAST, 25.36 FEET; THENCE SOUTH 85°48'45" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 40°48'45" EAST, 35.36 FEET; THENCE SOUTH 04°11'15" WEST, 60.00 FEET, TO THE ARC OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 49°11'15" WEST, 35.36 FEET; THENCE SOUTH 04°11'15" WEST, 120.20 FEET; THENCE SOUTH 85°48'45" EAST, 125.00 FEET; THENCE SOUTH 47°17'42" EAST, 13.90 FEET, TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 44.93 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 68°26'46" EAST, 43.43 FEET; THENCE SOUTH 85°48'45" EAST, 152.66 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 66.48 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 47°43'13" EAST, 61.69 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 83°28'52" EAST, 18.16 FEET; THENCE NORTH 35°55'06" EAST, 57.75 FEET; THENCE SOUTH 89°03'32" EAST, 197.62 FEET; THENCE NORTH 55°19'56" EAST, 193.07 FEET; THENCE NORTH 11°26'52" EAST, 43.93 FEET; THENCE NORTH 12°16'08" EAST, 60.26 FEET; THENCE NORTH 07°58'28" EAST, 57.25 FEET; THENCE NORTH 31°13'30" EAST, 51.06 FEET; THENCE NORTH 33°13'41" EAST, 29.92 FEET; THENCE NORTH 04°52'46" WEST, 102.62 FEET; THENCE NORTH 12°39'26" WEST, 335.07 FEET; THENCE NORTH 02°30'42" WEST, 211.43 FEET; THENCE NORTH 04°07'37" EAST, 51.23 FEET; THENCE NORTH 48°34'22" WEST, 233.71 FEET; THENCE NORTH 85°49'58" WEST, 216.39 FEET; THENCE NORTH 71°16'26" WEST, 68.41 FEET; THENCE NORTH 79°18'23" WEST, 664.12 FEET; THENCE SOUTH 63°05'40" WEST, 71.84 FEET; THENCE NORTH 79°00'29" WEST, 113.93 FEET; THENCE SOUTH 67°59'04" WEST, 78.04 FEET; THENCE SOUTH 46°26'25" WEST, 165.28 FEET; THENCE SOUTH 03°28'49" WEST, 53.68 FEET; THENCE SOUTH 86°31'24" EAST, 162.98 FEET; THENCE SOUTH 46°55'15" EAST, 107.36 FEET; THENCE SOUTH 08°24'33" EAST, 29.51 FEET; THENCE SOUTH 00°04'16" WEST, 77.83 FEET; THENCE SOUTH 28°36'57" WEST, 51.01 FEET;



THENCE SOUTH 57°26'07" WEST, 43.64 FEET; THENCE SOUTH 66°36'20" WEST, 46.72 FEET; THENCE SOUTH 82°36'42" WEST, 57.17 FEET; THENCE NORTH 81°49'00" WEST, 85.18 FEET; THENCE NORTH 75°25'27" WEST, 53.64 FEET; THENCE NORTH 52°35'01" WEST, 60.84 FEET; THENCE NORTH 19°20'21" WEST, 50.67 FEET; THENCE NORTH 22°51'22" WEST, 41.72 FEET; THENCE NORTH 29°48'32" WEST, 14.98 FEET; THENCE SOUTH 38°07'55" WEST, 12.75 FEET; THENCE SOUTH 41°12'33" WEST, 122.32 FEET; THENCE SOUTH 38°59'46" WEST, 116.49 FEET; THENCE SOUTH 39°18'12" WEST, 204.49 FEET, TO THE POINT OF BEGINNING.

CONTAINING 38.86 ACRES, MORE OR LESS.

## **BANNON LAKES PHASE 2C**

A PORTION OF SECTION 11, TOWNSHIP 6 SOUTH, RANGE 28 EAST, ST. JOHNS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE WESTERLY CORNER OF NORTHERLY TERMINUS OF BANNON LAKES BOULEVARD, A VARIABLE WIDTH RIGHT OF WAY AS SHOWN ON THE PLAT OF BANNON LAKES PHASE 1, AS RECORDED IN MAP BOOK 81, PAGES 36 THROUGH 42, INCLUSIVE, OF THE PUBLIC RECORDS OF SAID ST. JOHNS COUNTY, SAID POINT BEING ON THE ARC OF A CURVE LEADING NORTHWESTERLY; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 390.00 FEET, AN ARC DISTANCE OF 125.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 24°15'41" WEST, 124.73 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 280.00 FEET, AN ARC DISTANCE OF 91.91 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 05°39'23" WEST, 91.50 FEET, TO A POINT ON THE ARC OF SAID CURVE AND THE POINT OF BEGINNING; THENCE NORTHERLY, CONTINUING ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 280.00 FEET, AN ARC DISTANCE OF 141.85 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 18°15'36" EAST, 140.34 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 82.17 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 14°18'24" WEST, 73.23 FEET, TO THE POINT OF COMPOUND CURVATURE OF A CURVE LEADING NORTHWESTERLY; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 310.00 FEET, AN ARC DISTANCE OF 53.00 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 66°17'02" WEST, 52.93 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 71°10'53" WEST, 64.38 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 39.27 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 63°49'07" WEST, 35.36 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 18°49'07" WEST, 42.56 FEET; THENCE NORTH 71°10'53" WEST, 60.00 FEET; THENCE NORTH 79°54'41" WEST, 135.70 FEET; THENCE NORTH 16°52'35" WEST, 20.05 FEET, TO THE ARC OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 39.05 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 84°30'07" WEST, 38.07 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 410.00 FEET, AN ARC DISTANCE OF 172.61 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 74°11'18" WEST, 171.33 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 86°14'55" WEST, 187.31 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 60.00 FEET, AN ARC DISTANCE OF 188.50 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 03°45'05" EAST, 120.00 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHEASTERLY; THENCE



NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 187.00 FEET, AN ARC DISTANCE OF 353.34 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 39°37'16" EAST, 303.07 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 103.64 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 44°52'28" EAST, 86.06 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 765.00 FEET, AN ARC DISTANCE OF 113.25 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 79°58'59" EAST, 113.15 FEET; THENCE NORTH 05°46'33" EAST, 125.00 FEET, TO THE ARC OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 640.00 FEET, AN ARC DISTANCE OF 11.16 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 83°43'28" WEST, 11.16 FEET; THENCE NORTH 06°46'30" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 40.74 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 50°05'24" EAST, 36.38 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 03°24'18" EAST, 200.54 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHWESTERLY; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 25.00 FEET, AN ARC DISTANCE OF 36.97 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 38°57'30" WEST, 33.69 FEET; THENCE NORTH 08°40'41" EAST, 60.00 FEET, TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 270.00 FEET, AN ARC DISTANCE OF 4.98 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 81°51'00" EAST, 4.98 FEET; THENCE NORTH 07°37'19" EAST, 130.80 FEET; THENCE NORTH 83°37'19" WEST, 49.03 FEET; THENCE NORTH 50°30'19" WEST, 267.99 FEET; THENCE NORTH 53°16'45" WEST, 250.10 FEET; THENCE NORTH 75°34'51" WEST, 74.47 FEET; THENCE NORTH 86°20'14" WEST, 56.80 FEET; THENCE NORTH 60°46'46" WEST, 71.08 FEET; THENCE NORTH 67°23'41" WEST, 89.17 FEET; THENCE NORTH 88°23'08" WEST, 133.44 FEET; THENCE SOUTH 34°58'42" EAST, 175.26 FEET, TO THE ARC OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 62.00 FEET, AN ARC DISTANCE OF 30.30 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 55°28'38" WEST, 30.00 FEET; THENCE NORTH 34°58'42" WEST, 250.49 FEET; THENCE SOUTH 89°17'39" WEST, 8.87 FEET, TO THE EASTERLY LINE OF THE NORTHWEST ONE-QUARTER OF THE NORTHEAST ONE-QUARTER OF SAID SECTION 11; THENCE SOUTH 00°42'21" EAST, ALONG LAST SAID LINE, 650.55 FEET, TO THE SOUTHERLY LINE OF THE NORTHWEST ONE-QUARTER OF THE NORTHEAST ONE-QUARTER OF SAID SECTION 11; THENCE SOUTH 88°34'18" WEST, ALONG LAST SAID LINE 200.86 FEET; THENCE SOUTH 00°38'46" WEST, 73.75 FEET; THENCE SOUTH 40°04'32" WEST, 101.24 FEET; THENCE SOUTH 56°49'50" WEST, 126.59 FEET; THENCE SOUTH 80°01'18" WEST, 70.26 FEET; THENCE SOUTH 08°34'40" EAST, 92.61 FEET; THENCE SOUTH 12°21'33" EAST, 199.11 FEET; THENCE NORTH 88°50'53" EAST, 178.79 FEET; THENCE SOUTH 57°01'25" EAST, 41.24 FEET; THENCE SOUTH 73°48'51" EAST, 29.99 FEET, TO THE ARC OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 100.00 FEET, AN ARC DISTANCE OF 74.69 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 37°34'21" EAST, 72.97 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING NORTHEASTERLY; THENCE NORTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 187.00 FEET, AN ARC DISTANCE OF 130.73 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 38°56'35" EAST, 128.09 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 139.96 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 80°53'43" EAST, 98.54 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 00°42'21" EAST, 336.63 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHEASTERLY,



HAVING A RADIUS OF 400.00 FEET, AN ARC DISTANCE OF 597.20 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 43°28'38" EAST, 543.26 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 86°14'55" EAST, 209.69 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 100.00 FEET, AN ARC DISTANCE OF 41.60 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 74°19'50" EAST, 41.30 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 62°24'45" EAST, 72.25 FEET, TO THE POINT OF CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 300.00 FEET, AN ARC DISTANCE OF 364.63 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 82°46'04" EAST, 342.60 FEET, TO THE POINT OF REVERSE CURVATURE OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 50.00 FEET, AN ARC DISTANCE OF 47.37 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 75°05'29" EAST, 45.62 FEET; THENCE SOUTH 86°15'10" EAST, 60.59 FEET, TO THE POINT OF BEGINNING.

CONTAINING 34.42 ACRES, MORE OR LESS.



## *NINTH ORDER OF BUSINESS*



MEMORANDUM OF UNDERSTANDING  
BETWEEN THE ST. JOHNS COUNTY PROPERTY APPRAISER  
AND BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

This Memorandum of Understanding ("MOU") dated September 14, 2020 is made between the Bannan Lakes Community Development District, a local unit of special purpose government ("District"), and the St. Johns County Property Appraiser, a constitutional officer of the State of Florida ("Property Appraiser"). The parties agree as follows:

WHEREAS, the parties have a need for Property Assessment Records and GIS digital data for operation of certain functions; and

WHEREAS, the Property Appraiser, receives requests pursuant to Chapter 119, Florida Statutes, to protect information that is confidential and exempt from public disclosure; and

WHEREAS, the Property Appraiser redacts Property Assessment Records and GIS digital data based on such requests; and

WHEREAS, the District requires access to the unredacted Property Assessment Records and GIS digital data for proper functioning of governmental functions; and

WHEREAS, the parties desire to protect information that is confidential and exempt from disclosure pursuant to Florida Statutes.

NOW THEREFORE, the parties agree as follows:

1. The recitals above are hereby incorporated and made a part of this MOU.
2. The Property Appraiser will update and maintain the Property Assessment Records and GIS ownership data to protect the information that has been identified as confidential and exempt from public disclosure pursuant to Section 119.071(4)d.2., Fla. Stat., or other applicable Statute ("Exempt Information") and will include a reference to the statutory citation under which the exemption is being claimed. During the regularly scheduled update, the Property Appraiser, will save a file containing all data (both exempt and non-exempt); the file will be placed in a secure location with access available to the District. The Property Appraiser will be responsible for creating, maintaining and hosting the secure location available to the District. The data will be made available in a file format deemed appropriate by the Property Appraiser according to the nature of the data and placed in the secure folder created, maintained and hosted by the Property Appraiser. The Property Appraiser will provide credentials for access to the secure location and the District assumes responsibility for restricting access to data provided.
3. The District will update and maintain the data to protect the Exempt Information and will include a reference to the statutory citation under which the exemption is being claimed.
4. The District will share the confidential data corresponding to the confidential and exempt Property Assessment Records and GIS ownership data provided by the Property Appraiser, with the District and its statutorily authorized district manager, including the statutory citation under which the exemption is being claimed.
5. The parties agree to maintain the Exempt Information as confidential and exempt from public disclosure pursuant to Florida Statutes.
6. The parties agree to implement, maintain and update appropriate security measures and permissions within their respective networks to ensure that confidential data is only accessible by appropriate employees or agents in full compliance with Florida Law and administrative regulations. In



addition, each party agrees to provide its employees with appropriate training to ensure the lawful access and use of such confidential information.

7. The parties agree to provide the redacted records and the applicable statutory exemption identified by the Property Appraiser and the District when responding to a public records request that would include any portion of the Exempt Information.

8. Each party agrees to be responsible for the negligent acts of its officers, agents and employees. As between the parties, subject to the limitation of Section 768.28 Fla. Stat. Each party assumes the responsibility for the intentional or negligent acts or omissions of its employees. This provision shall not be deemed a waiver of the sovereign immunity afforded the parties by Florida law, the provisions of Section 768.28 Fla. Stat. or a consent to be sued by third parties.

9. This MOU may be terminated immediately by any party upon written notification to the other parties. Any dispute or conflict between the parties that arises from the implementation of the Agreement shall be provided in writing to representatives of the parties. The representatives shall meet to discuss disputed issue(s) and attempt in good faith to resolve such dispute(s).

10. Any modifications to this MOU must be made in writing executed by all parties hereto.


IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be signed by their respective duly authorized officers.

**ST. JOHNS COUNTY PROPERTY APPRAISER**



Eddie Creamer, PROPERTY APPRAISER

**BANNON LAKES COMMUNITY DEVELOPMENT  
DISTRICT**

DocuSigned by:  
  
EB1E4E8295654FA...

District Chairman



## *TENTH ORDER OF BUSINESS*





**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

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(561) 994-9299 • (800) 299-4728  
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August 24, 2020

Board of Supervisors  
Bannon Lakes Community Development District  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

We are pleased to confirm our understanding of the services we are to provide Bannon Lakes Community Development District, St. Johns County, Florida ("the District") for the fiscal year ended September 30, 2020. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Bannon Lakes Community Development District as of and for the fiscal year ended September 30, 2020. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2020 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's 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. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

**Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards



and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

**Examination Objective**

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

**Other Services**

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Management Responsibilities**

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you



are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. 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 will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.



The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates 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 Auditor 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 Grau & Associate'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 Grau & Associates, Grau & Associates 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 GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN.**

Our fee for these services will not exceed \$3,900 for the September 30, 2020 audit unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

The District may terminate this agreement, with or without consent, upon thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the date of the notice of termination subject to any offsets the District may have against Grau & Associates.

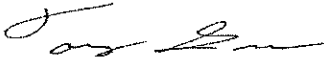
We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.



We appreciate the opportunity to be of service to Bannon Lakes Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



\_\_\_\_\_  
Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Bannon Lakes Community Development District.

By:  \_\_\_\_\_

Title: Secretary

Date: 8/26/2020





**FICPA Peer Review Program**  
Administered in Florida  
by The Florida Institute of CPAs



**Peer Review  
Program**

**AICPA Peer Review Program**  
Administered in Florida  
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau  
Grau & Associates  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,  
*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee  
paul@ficpa.org  
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202



## *ELEVENTH ORDER OF BUSINESS*



**FIRST AMENDMENT TO THE AGREEMENT FOR LANDSCAPE AND IRRIGATION  
MAINTENANCE SERVICES BETWEEN BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT AND LANDCARE GROUP, INC.**

This First Amendment ("First Amendment") is effective this 1<sup>st</sup> day of August, 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

**Landcare Group, Inc.**, a Florida corporation whose address is 35 Enterprise Drive, Bunnell, Florida 32210 (the "Contractor" and, together with the District, the "Parties").

**RECITALS**

**WHEREAS**, the District and the Contractor previously entered into an agreement for landscape and irrigation maintenance services dated August 1, 2019 (the "Services Agreement") attached hereto as **Exhibit A**; and

**WHEREAS**, pursuant to Section 21 of the Services Agreement, the parties desire to amend the Services Agreement; 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 dated July 24, 2020, and attached hereto as **Exhibit B**. With the exception of the monthly and annual rates set forth in **Exhibit B** (\$12,642.14 monthly and \$151,705.68 annually), which shall apply to

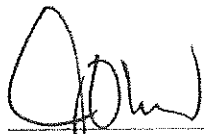


the renewal contemplated herein, to the extent that any terms or conditions found in **Exhibit B** conflict with the terms of the Services Agreement or this Amendment, the Services Agreement and this Amendment control and shall prevail.


**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.

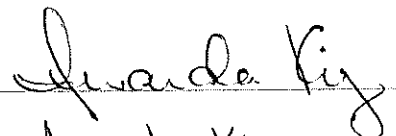
ATTEST:

  
Secretary/Assistant Secretary

**BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

DocuSigned by:  
  
Chairperson, Board of Supervisors

**LANDCARE GROUP, INC.**

  
By: Amanda King

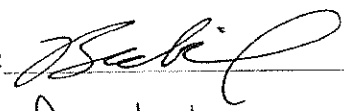
By:   
Its: President

Exhibit A: Services Agreement  
Exhibit B: Renewal Proposal



## Exhibit A

### AGREEMENT FOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES BETWEEN BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT AND LANDCARE GROUP, INC.

THIS AGREEMENT (the "Agreement") is effective as of the 1<sup>st</sup> day of August, 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, with an address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

**Landcare Group, Inc.**, a Florida corporation whose address is 35 Enterprise Drive, Bunnell, Florida 32210 (the "Contractor" and, together with the District, the "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* (the "Act"); 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 certain landscape and irrigation improvements ("Improvements"); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide landscape and irrigation maintenance services for the Improvements; and

WHEREAS, Contractor represents that it is qualified and willing to serve as a landscape and irrigation maintenance contractor and provide such services to the District, all as more particularly described herein and Exhibit A ("Services"), attached hereto and incorporated herein, within the District areas depicted in the map attached hereto as Exhibit B ("Landscape Areas"), and incorporated herein by reference; 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 landscape and irrigation maintenance services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in Exhibit A. To the extent there is any conflict between the terms of this Agreement and Exhibit A, the terms of this Agreement shall control.

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 LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES.** The Contractor will provide landscape and irrigation maintenance services for the Improvements. 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 there is any conflict between the terms of Exhibit A and this Agreement, the terms of this Agreement shall control.

**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. Extra work will be quoted and approved by the District Manager before any work is started.

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 an amount of Twelve Thousand Four Hundred Eighty Seven Dollars and Fourteen Cents (\$12,487.14) per month for an annual total of One Hundred Forty Nine Thousand Eight Hundred Forty Five Dollars and Sixty Eight Cents (\$149,845.68). The term of this Agreement shall be from August 1, 2019 through July 31, 2020, unless terminated earlier by either party in accordance with the provisions of this Agreement. The District shall have the option of renewing this Agreement for two additional one year terms at the same price set forth herein.

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, work authorization or change order to this Agreement, to which the terms of this Agreement shall apply in full. 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 6. 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 7. 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 other damage of any nature, arising out of, or in connection with, the work to be performed by Contractor. 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 any other statute. Any subcontractor retained by the Contractor shall acknowledge in writing such subcontractor's acceptance of the terms of this Section 7.

**SECTION 8. 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 9. 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 10. 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 11. 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 12. 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 13. 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 14. TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing sixty (60) 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 15. 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 16. 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 17. 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 18. 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 19. 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 20. 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 21. 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 22. 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 23. 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:

<b>A. If to District:</b>	Bannon Lakes Community Development 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:

Landcare Group, Inc.,  
35 Enterprise Drive  
Bunnell, Florida 32110  
Attn: David Jackson

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 24. 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 25. 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 26. 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 JIM OLIVER AT (904) 940-5850 OR 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.**

**SECTION 27. 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 28. 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 29. 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.


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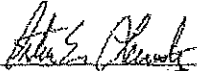


IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

Attest:

BANNON LAKES COMMUNITY  
DEVELOPMENT DISTRICT

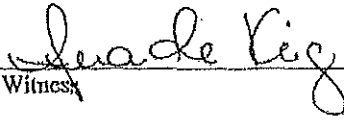
  
Secretary/Assistant Secretary  
Board of Supervisors

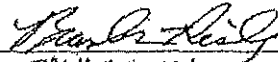
  
By: Art Lancaster  
Its: Chairman  
Board of Supervisors

Print Name: James Oliver

ATTEST:

LANDCARE GROUP, INC.

  
Witness

By:   
Print: BRANDON RISLEY  
Its: PRESIDENT

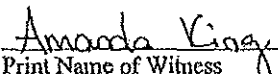
  
Print Name of Witness

Exhibit A: Proposal

Exhibit B: Landscape Areas Map



EXHIBIT A

SCOPE OF SERVICES





35 Enterprise Dr, Bunnell, Florida 32110 • Main Office: (386) 586-3321 • Fax: (386) 586-3330 • www.landcaregrp.com

### Attachment 'A'

#### Practical Specifications for Contract Landscape Maintenance for: Eastland Partners LLC

The work for the exterior landscape maintenance is to include the furnishing of all labor, materials, equipment, accessories and services necessary or incidental to sustain all turf and plant materials in a healthy, vigorous growing condition; free from weeds, diseases, insects, and nutritional deficiencies as well as a completely operational irrigation system. All associated planted areas are to be kept in a continuous healthy, neat, clean and debris free condition for the entire life of the contract. The contractor will be expected to provide service for the property fifty-two (52) weeks per year.

#### SCHEDULE "A" - GENERAL SERVICES

##### A. Turf Maintenance

*Turf maintenance is defined as mowing, edging, trimming and cleanup of lawn areas.*

##### 1. Mowing of Common Area

- a. Prior to mowing, remove and dispose of normal litter and debris from all landscape areas.
- b. St. Augustine turfs shall be mowed weekly during the growing season from March 15<sup>th</sup> through October 15<sup>th</sup> and as needed during the non-growing season from October 15<sup>th</sup> through March 15<sup>th</sup>. Based on this schedule, it is estimated that the contractor will perform a minimum of 40 and a maximum of 42 mowing cycles per 12-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors beyond their control.
- c. Bahia turf shall be mowed weekly during the growing season from April 1<sup>st</sup> through October 1<sup>st</sup> and as needed during the non-growing season from October 1<sup>st</sup> through April 1<sup>st</sup>. Based on this schedule, it is estimated that the contractor will perform a minimum of 36 and a maximum of 40 mowing cycles per 12-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors beyond their control.
- d. St. Augustine and Bahia turfs shall be cut with rotary mowers to maintain a uniform height. Mowing blades shall be kept sufficiently sharp and properly adjusted to provide a cleanly cut grass blade. Mowing pattern shall be varied where feasible to prevent rutting and minimize compaction.

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- e. Mowing height for St. Augustine and Bahia turf will be set at 3 1/2" to 4 1/2".
- f. Zoysia turf shall be mowed based on 40 to 42 mowing cycles per 1.2-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors.
- g. Zoysia turf shall be cut with a rotary mower to maintain a uniform height. Mowing blades shall be kept sufficiently sharp and properly adjusted to provide a cleanly cut grass blade. Mowing pattern shall be varied where feasible to prevent rutting and minimize compaction.
- h. Mowing height for Zoysia turf will be set at 2" to 3".
- i. Visible clippings that may be left following mowing operation shall be removed from the site each visit.
- j. Contractor will take special care to prevent damage to plant material as a result of the mowing operations. Any damage caused by contractor's mowing equipment may result in the replacement of damaged material at the contractor's cost. Replacement material will be of similar size to the material being replaced.

## 2. Edging

Sidewalks, curbs, concrete slabs and other paved surfaces will be edged in conjunction with mowing operations. Edging is defined as removal of unwanted turf from the above mentioned borders by use of a mechanical edger. String trimmers will not be used for this function. It is understood that edging of beds and hard surfaces will be skipped periodically to let the turf fill in and/or thicken the vertical edge.

## 3. String Trimming

- a. String Trimming shall be performed around road signs, guard posts, trees, shrubs, utility poles; and other obstacles where mowers cannot reach. Grass shall be trimmed to the same desired height as determined by the mowing operation. Trimming shall be completed with each mowing operation.
- b. Maintaining grass-free areas by use of chemicals may be the preferred method in certain applications.
- c. Turf around the edge of fill waterways shall be allowed or string trimmed to the natural water's edge during each mowing cycle. It is understood that every effort will be made to keep clippings out of water bodies, but inevitably some clippings will get in the water with prevailing wind.



#### 4. Blowing

- a. When using forced air machinery to clean curbs, sidewalks and other paved surfaces, care must be taken to prevent blowing grass clippings into beds, onto vehicles or onto hardscape surfaces.
- b. Contractor will be expected to blow off the tennis courts, pickleball courts, pool area and all entry points and other similar areas.

#### 5. Damage Prevention/Repair

Special care shall be taken to protect building foundations, light poles, sign posts and other hardscape elements from mowing, edging or string trimming equipment damage. Contractor will agree to have repairs made by specialized contractors or reimburse the association or homeowners within 30 days for any damage to property caused by their crew members or equipment. Mulch beds are recommended in areas where equipment may come in contact with the above stated items.

#### B. Detail

*The detailing process will include trimming, pruning and shaping of all shrubbery, ornamental trees and groundcover, removal of tree suckers, structural pruning of select varieties of plants and ornamental grasses as directed, as well as the defining of bed lines, tree centers and the removal of unwanted vegetation.*

##### f. Pruning

- a. Prune trees, shrubs and groundcovers to encourage healthy growth and create a natural appearance. Prune to control the new plant growth; maintain the desired plant shape and remove dead, damaged, or diseased portions of the plant. Provide remedial attention and repair to plant material as appropriate to season or in response to incidental damage.
- b. Pruning of trees up to a height of 15 feet is included in the scope of the work. If pruning is required above the height of 15 feet, contractor shall propose an extra service to management and acquire approval prior to performing the work. The branching height of trees shall be raised only for the following reasons:
  - Provide clearance for pedestrians, small vehicles, mowers and buildings.
  - Maintain clearance from shrubs in bed areas.
  - Improve visibility in parking lots and around entries.
- c. Prune trees to remove weak branching patterns and provide corrective pruning for proper development. Cut back to branch collar without leaving stubs. Provide clean, flush cut with no tearing of the tree bark.



- d. Prune all shrubbery in accordance with the architectural intent as it relates to adjacent plantings and intended function.
- e. Prune to contain perimeter growth within intended bed areas. Established groundcover shall be maintained 14" to 6" away from adjacent hardscape and turf. Mature groundcover shall be maintained at a consistent level height to provide a smooth overall appearance and separation from adjacent plant material.
- f. Grape Myrtles are to be trimmed once per year in the winter months. Trimming should include removal of old blooms, sucker growth and any cross-branching. Trimming should be done in such a way that cuts are no less than 12" away from previous year's cuts. "Hat Racking" will not be permitted unless directed otherwise by management.
- g. Pruning of all palms less than 12' CT in height will be included in the sectional rotation. Pruning consists of removal of all dead fronds, seed pods, and any loose fronds.

## 2. Edging

- a. Edging is defined as removal of unwanted vegetation along beds and tree saucers. Edges are to be perpendicular to the ground.
- b. Only mechanical edgers will be used for this function.
- c. Care will be taken to maintain bed edges as designed in either straight or curvilinear lines.

## 3. Weed Control

- a. Bed areas are to be sprayed after each detail service. Pre and post-emergent chemicals are acceptable means of control.
- b. Hardscape cracks and expansion joints are to be sprayed in conjunction with the detail cycle to control weeds.

## 4. General

### 4.1. Policing/Special Maintenance

- a. Contractor will police the grounds on each service visit to remove trash, debris and fallen tree litter less than 2" in diameter. Contractor is not responsible for removal of excessive storm debris which would be performed with prior approval.
- b. Contractor will dedicate personnel and specialized equipment for the removal of seasonal leaf drop from all landscape and hardscape areas during the months of November through April.



## 2. Communication

- a. The Contractor will communicate with management for any landscape issues requiring immediate attention.
- b. Contractor agrees to take part in monthly inspections of the property to ensure their performance of this agreement meets the standards required herein and protect the overall well-being of the property's landscape. Contractor also agrees to complete any work that appears on punch lists resulting from inspections or reviews within three weeks of receiving them. Contractor will have their Account Manager participate on its behalf and have their Lawn and Ornamental and Irrigation Managers or Technicians available if needed.
- c. Contractor will be required to maintain an interactive web site or a customer service work order system (software) that will allow management to make direct contact for service requests and/or extra work. The web site also must be set up to alert property management when requests become delinquent.
- d. Contractor agrees to have a qualified individual available to inspect finished homes and sections of common area for the purpose of accepting them for maintenance services. The contractor will be asked to communicate via memorandum on their willingness to accept completed areas or state deficiencies that preclude acceptance.

## 2. Staffing:

- a. The Contractor shall have a well experienced Account Manager. This person should have extensive knowledge of horticultural practices and be capable of properly supervising others. He/she and other supervisors should be in a certain type uniforms that distinguishes them from the crew. The Account Manager will communicate with the property's staff. In order to maintain continuity, the same Account Manager shall direct the scheduled maintenance operations throughout the year. Any anticipated changes in supervisory personnel shall be brought to the attention of management prior to any such change. This will assure the Consultant and Management that maintenance personnel remain familiar with the maintenance specifications, the site and any changing conditions.
- b. The crew members should be properly trained to carry out their assigned tasks and should work in a safe professional manner. Each crew member should be in full uniform at all times to include all rain, cold weather gear and hats.
- c. Contractor is expected to staff the property with trained personnel experienced in commercial landscape maintenance. All personnel applying fertilizers, insecticides, herbicides and fungicides must be certified by the FL Department of Agriculture and Consumer Services. These individuals should be Best Management Practices Certified and hold a Limited Certification for Urban Landscape Commercial Fertilizer or a Certified Pest Control Operator or an employee with an ID card working under the supervision of a CFCO.
- d. Contractor agrees to screen all crew members for criminal background, advise Management and not employ persons for this Contract that have been convicted of or pled guilty to a felony crime. Also, Contractor agrees to follow all INS guidelines for hiring and to maintain an I-9 and other required documents on each employee.

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- e. Contractor is expected to staff the property with adequately trained personnel. Holidays observed that do not require staffing include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. Normal working hours are from 7:00 AM until 7:00 PM. Saturdays will be made available for makeup work due to inclement weather from 8:00 AM until 5 PM.

#### **SCHEDULE "B" - TURF CARE PROGRAM (ST. AUGUSTINE)**

##### **A. Application Schedule**

<u>Month</u>	<u>Application</u>
January:	Late winter fertilization, broadleaf weed and disease control
March:	Spring granular fertilization, broadleaf weed control, insect and disease control
May:	Early summer liquid fertilization with Arena and Weed control
July:	Insect and weed control
September:	Late summer fertilization, insect and disease control
November:	Fall fertilization and broadleaf weed/disease control

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

##### **B. Application Requirements**

###### **1. Fertilization**

- a. Annual program will include a minimum of 5 lbs. of N/1000 square feet with a minimum of 30% slow release and a high Potassium blend in the fall fertilization to promote root development unless soil samples indicate the presence of sufficient Potassium.
- b. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.

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- c. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- d. The irrigation system will be fully operational prior to any fertilizer application.
- e. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers;
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

3. Weed Control

- a. Weed control will be limited to the broadleaf variety under this program.
- b. Contractor shall alert management of outbreaks of Sedge, Invasive Bermuda, or Crabgrass.

4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf loss due to conditions beyond their control. This includes nematodes, diseases such as Take-All Root Rot and weeds such as Crabgrass which are untreatable with currently available chemicals, high traffic areas, drainage problems; or acts of God. In the event these conditions are pre-existing, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

SCHEDULE "B1" -- TURF CARE PROGRAM (BAHIA)

A. Application Schedule

Month	Application
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March: Complete liquid 18-9-8 N-P-K fertilizer and broadleaf weed control to include blanket pre-emergent herbicide application.

June: Chelated Iron application and Mole Cricket control.

October: Complete liquid 18-9-8 N-P-K fertilizer and broadleaf weed control to include blanket pre-emergent herbicide application.

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

## B. Application Requirements

### 1. Fertilization

- a. Annual program will include a minimum of 2 lbs of N/1000 square feet with a minimum of 30% slow release and a high Potassium blend in the late summer fertilization to promote root development unless soil samples indicate the presence of sufficient potassium.
- b. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- c. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- d. The irrigation system will be fully operational prior to any fertilizer application.
- e. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

### 2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

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### 3. Weed Control

- a. Weed control will be limited to the broadleaf variety under this program.
- b. Contractor shall alert management of outbreaks of Sedge, Invasive Bermuda, or Crabgrass.

### 4. Warranty

- a. There is no warranty for Bahia turf.

### SCHEDULE "B2" - TURF CARE PROGRAM (BERMUDA)

#### A. Application Schedule:

<u>Month</u>	<u>Application</u>
January:	Disease & Insect Control
February:	Fertilization 18-0-8 Ammonium Sulfate Barricade/Potash 0-0-22
March:	Fertilization 13-3-13 w/ Ronstar or equivalent product.
April:	Sedge & Broadleaf Weed Control/Disease & Insect Control Core Aeration/Top Dressing w/ 20% Organic Peat 1/8"
May:	Fertilization 14-0-14, TopChoice Application
June:	Disease & Insect Control as Needed.
August:	Sedge & Broadleaf Weed Control/Disease & Insect Control
October:	Fertilization 18-0-8; Core Aeration & Top Dressing w/ 20% Organic Peat 1/8"

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November: Disease & Insect Control.

December: Potash 0-0-62

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

## B. Application Requirements:

### 1. Fertilization

- a. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- b. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- c. The irrigation system will be fully operational prior to any fertilizer application.
- d. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

### 2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

### 3. Weed Control

- a. Sedge control is included as a part of this program.

### 4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf

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loss due to conditions beyond their control. This includes nematodes, high traffic areas, drainage problems, or acts of God. In the event these conditions are pre-existing, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

SCHEDULE "B3" - TURF CARE PROGRAM (ZOYSIA)

A. Application Schedule:

<u>Month</u>	<u>Application</u>
January:	IPM spot treatment for weeds as necessary and inspect/treat fungal activity.
February:	Pre-emergent herbicide/spot treatment for weeds and fungal activity.
March:	Fertilization (granular 20-0-30); Spot treat weeds and treat fungal and insect activity as necessary.
April:	Post emergent weed control, insect/disease control as necessary.
May:	Insect/weed/disease control as necessary. TopChoice at 2.0 lbs. per 1000 Sq. Ft.
June:	Insect/weed/disease control as necessary.
July:	Liquid Iron Sulphate and Techmangan. Insect/weed/disease control as necessary.
August:	IPM spot treat weeds as necessary, inspect/treat fungal activity.
September:	Fertilization with 14-0-40 or similar; Weed/insect/disease control as necessary.
October:	Post emergent weed control, insect/disease control as necessary.
November:	Blanket pre-emergent herbicide, w/Liquid Iron. Spot treat weeds and inspect/treat fungal activity.

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December: Blanket Potash 0-0-6% application at 4 lbs per 1,000 Sq. Ft., IPM-spot treat weeds as necessary, inspect/treat fungal activity.

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

B. Application Requirements

1. Fertilization

- a. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- b. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- c. The irrigation system will be fully operational prior to any fertilizer application.
- d. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.
- c. TopChoice granular insecticide to be applied at 2.0 lbs. per 1000 sq. ft. for Mole Crickets once per year.

3. Weed Control

- a. Weed control will not be limited to only the broadleaf variety under this program.
- b. Contractor shall alert management of outbreaks of Sedge, Invasive Bermuda, or Crabgrass.



#### 4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf loss due to conditions beyond their control.

#### C. Exclusions

All work restricted specifically to the described areas as listed in our scope of work.

No under brushing or any natural vegetation is included unless otherwise specified. No vines or material will be pruned away from property lines, this is an additional service.

This does not include any brush trimming in center of canals/ponds or areas inaccessible to normal mowing conditions. Also excludes removal of large logs or anything two men cannot physically (within reason) pick up.

Any damage to screen enclosures not protected by landscape borders or kick plates.

Damage from dog urine, freezes, high winds, hail, hurricanes, tornado, floods, tsunami, lightning, fire, restrictions by governmental agencies, government, city, state or local watering restrictions, regulations or mandates, acts of God or any act of nature.

Pests, fungus, disease or anything imported to or created in the United States that has no immediate control such as, but not limited to: Asian Cycad Scale, Bonder Nesting Whitefly, Borers, Chilli Thrips, Fig Whitefly, Fusarium Wilt, Ganoderma Butt Rot, Pink Hibiscus Mealy Bug, Rugose Spralling Whitefly, Sri Lanka Weevil, Take-All Root Rot. New pests are introduced into the United States every year and this list is subject to change without notice.

Any damages to trees, shrubs, sod or flowers due to city, government or any water restrictions.

Damage caused by faulty irrigation controllers, timers, valves, solenoids, line breaks or anything affiliated with irrigation components restricting or stopping irrigating.

This does not include any maintenance or replacement to weathered items including sign repair, fence posts, timber retaining ties, or any other item that has deteriorated due to normal conditions. Any replacement done by the contractor will be done in the form of a written work order to client and signed and dated by both parties prior to any additional work.

#### SCHEDULE "C" - TREE / SHRUB CARE PROGRAM (If included, see Schedule "E" Fee Summary)

##### A. Application Schedule.

<u>Month</u>	<u>Application</u>
February:	Spring granular fertilization and insect/disease control as needed.



March/April: Insect/disease control/fertilization as needed

May/June: Insect/disease control/fertilization as needed

July/August: Insect/disease control/fertilization as needed

October: Fall granular fertilization and insect/disease control as needed

December: Insect/disease control

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

## B. Application Requirements

### 1. Fertilization

- a. Fertilizers selected must be appropriate for the plant material to be fertilized such as an acid forming fertilizer for Azaleas which require a lower soil pH.
- b. Annual program will include a minimum of 30% slow release Nitrogen and a high Potassium blend in the fall fertilization to promote root development unless soil sample results indicate the presence of sufficient Potassium.
- c. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of plant material are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- d. This program covers all fertility requirements on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 15'. All native trees or transplanted trees over 15' in overall height will require special consideration and are therefore excluded from this program.
- e. Fertilizer will be distributed evenly under the drip zone of each plant. Special care will be taken not to "clump" fertilizer neither at the base nor in the crown of plants.
- f. The irrigation system will be fully operational prior to any fertilizer application.

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- g. Soils shall be tested at a reliable testing facility once per year to monitor for pH, Nematodes, Take All Root Rot and chemical make-up. The results will be provided to management along with the contractor's recommendation as to any changes in the Tree/Shrub care program based on these results.

## 2. Insect/Disease Control

- a. Insect and disease control is intended to mean a thorough inspection of all plantings for the presence of insect or disease activity and the appropriate treatment applied. All insect and disease infestations require follow-up applications for control and are included in this program.
- b. Contractor is responsible for the continuous monitoring for the presence of damaging insects or disease. Any problems noted between regularly scheduled visits will be treated as a service call. Service calls due to active infestations are included in this program.
- c. This program covers all disease and insect activity on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 15'. All native trees or transplanted trees over 15' in overall height will require special consideration and are therefore excluded from this program.
- d. Contractor will be required to apply all pesticides in accordance with labeled directions including the use of any Personal Protective Equipment.

## 3. Specialty Palms

- a. Considering the investment in Specialty Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Canary Island Date etc.), Contractor will include fertilization and root / bud drench for potential disease and infestation two times per year.

## 4. Warranty

If a plant or tree dies from insect or disease damage while under this Tree/Shrub Care Program, it will be replaced with one that is reasonably available. Exclusions to this warranty would be pre-existing conditions, nematodes, borers, locusts, and diseases such as Verticillium and Fusarium Wilt and Ganoderma Butt Rot that are untreatable with currently available chemicals, Texas Phoenix Palm Decline ("TPPD"), soil contamination, drainage problems or conditions that prevent the contractor from providing proper irrigation, such as Water Management District restrictions or unapproved irrigation repairs and Acts of God. In the event these conditions exist, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

## SCHEDULE "D" - SPECIAL SERVICES

### A. Bedding Plants

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*The nature and purpose of "Flower Beds" is to draw attention to the display. The highest level of attention should be placed on their ongoing care.*

1. Schedule

- a. All flower beds on the property including urns and pots will be changed out four (4) times per year.
- b. Contractor recognizes that flower beds are intended to highlight and beautify high profile areas and should be selected for color, profusion and display.

2. Installation

- a. Plants are to be installed utilizing a triangular spacing of 8"-10" O.C. (depending on type) between plants.
- b. Annually, prior to the Spring change out, existing soil will be removed to a depth of 6" in all annual beds and replaced with clean growing medium composed of 60% peat and 40% fine aged Pine Bark.
- c. All beds will be cleaned and hand or machine cultivated to a depth of 6" prior to the installation of new plants.
- d. Create a 2" trench where the edge of the bed is adjacent to turf or hardscape.
- e. A granular time-release fertilizer and a granular systemic fungicide will be incorporated into the bedding soil at the time of installation.
- f. Follow-up applications of fertilizer, fungicide and insecticide are provided as needed.

3. Maintenance

- a. Flower beds, pots and urns will be reviewed at each service visit for the following:
  - Removal of all litter and debris.
  - Removal of weeds.
  - Inspect for the presence of insect or disease activity and treat immediately.
- b. Seed heads are to be removed from Coleus plants as soon as they appear. "Pinching" of Coleus plants is to be a part of the ongoing maintenance as well. Frequent "pinching" will result in healthier, more compact plants.
- c. Prolific bloomers such as Salvia require that 10% to 20% of healthy blooms are to be removed.
- d. Pre-emergent herbicides are not to be used in annual beds.

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- e. Contractor guarantees the survivability and performance of all annual plantings for a period of 90 days. Any plant that fails to perform during this period will be immediately replaced at the contractor's expense.

#### 4. Warranty

Any bedding plant that dies due to insect damage or disease will be replaced under warranty. Exclusions to this warranty would be hard freeze, theft, vandalism, rabbits, deer or conditions beyond their control. Rabbit and deer repellent are not included in this contract and will be installed at an additional charge.

#### B. Mulch

##### 1. Schedule

- a. Mulch will be replenished in all bed areas twice a year.

##### 2. Installation

- a. Prior to application, areas will be prepared by removing all foreign debris and accumulated mulch material and establishing a defined, uniform edge for all bed and tree rings as well as a 3" to 2" deep trench along all hardscape surfaces to include equipment pads, in order to hold the mulch in place.
- b. Mulch should be installed in weed free beds that have been properly edged and prepared.
- c. Mulch should be installed to maintain a 1 1/2" thickness in all bed areas including tree rings in lawn areas and maintenance strips unless otherwise directed by management.

#### C. Palm Trimming

- 1. Specimen Date Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Canary Island Date, etc.) in excess of 12' CT will be trimmed two times per year. Loose or excessive fronds will be removed and/or cross cut during this process.
- 2. All palms less than 12' CT will be trimmed as needed by the detail crew during the regular detail rotation as outlined in General Services.
- 3. Washingtonia palms in excess of 12' CT will be trimmed two times per year.
- 4. Trim Sabal, Washington, Chinese, Fan and Ribbon Palms so that the lowest remaining fronds are left at a ten and two o'clock profile. "Hurricane" cuts are only to be done at the direction of management.
- 5. When trimming, cut the frond close to the trunk without leaving "stubs"



SCHEDULE "E" - IRRIGATION MAINTENANCE

A. Frequency of Service:

- a. Contractor will perform the following itemized services under "Specifications" on a monthly basis.

B. Specifications.

1. Activate each zone of the system.
2. Visually check for any damaged heads or heads needing repair.
3. Clean, straighten or adjust any heads not functioning properly.
4. Straighten, re-attach to bracing and touch up paint on riser heads as needed.
5. Report any valve or valve box that may be damaged in any way.
6. Leave areas in which repairs or adjustments are made free of debris.
7. Adjust controller to the watering needs as dictated by weather conditions and seasonal requirements, including adjusting of rain sensor.

C. Qualifying Statements

1. Repairs

- a. Repairs that become necessary and that are over and above the routine maintenance contract will be done on a time and material basis at the rates of \$35.00/hr. for a technician and \$65.00/hr. for a specialist.
- b. It is understood that time is of the essence for repairs so that sod, plants and trees do not die. Therefore, a not-to-exceed price of \$500.00 is approved without a formal proposal so that the contractor can proceed in a timely manner.

2. Service Calls

- a. Service Calls required between scheduled visits will be billed on a time and material basis at the rates of \$35.00/hr. for a technician and \$65.00/hr. for a specialist.
- b. When not an emergency, request for authorization must be submitted in written form to management for approval when the costs will exceed \$500.00. A description of the problem, its location and estimated cost should be included.

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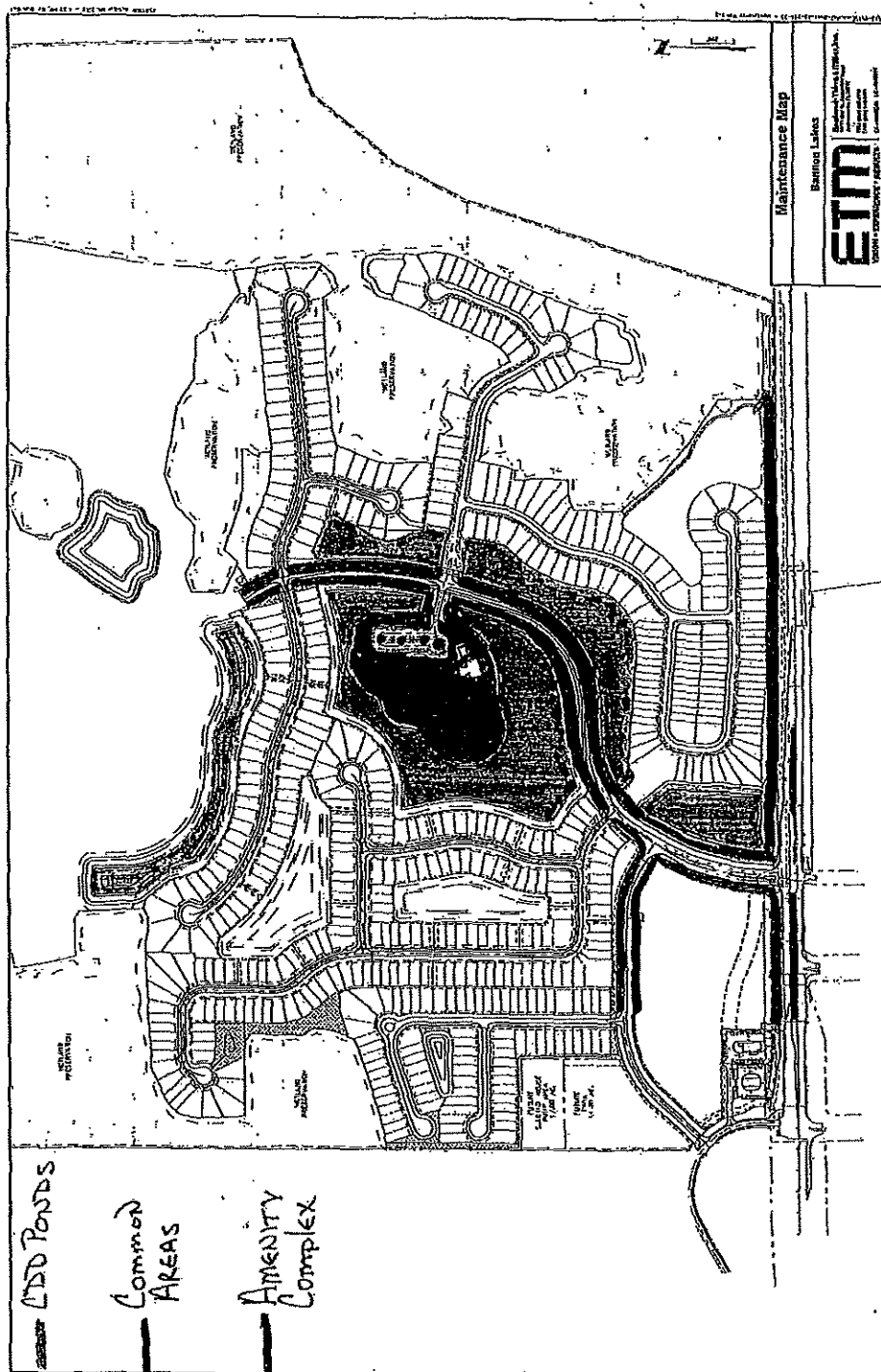
3. Contractor will pay special attention during irrigation maintenance inspections to ensure that sprinkler heads are positioned so that water does not spray directly onto buildings, windows or parking areas and to adjust any heads that are found to be out of position.
4. Damage resulting from contractor's crews working on the property (i.e., mower and edger cuts) will be repaired at no charge to the owner.
5. Contractor shall not be held responsible for any system failure caused by lightning, construction work, pre-existing conditions, freeze, acts of God, or conditions beyond their control.
6. Contractor shall not be held responsible for damage to the landscape caused by mandatory water restrictions placed on the property by the governing water management district.
7. Contractor will provide a 24 hour "emergency" number for irrigation repairs.



**EXHIBIT B**

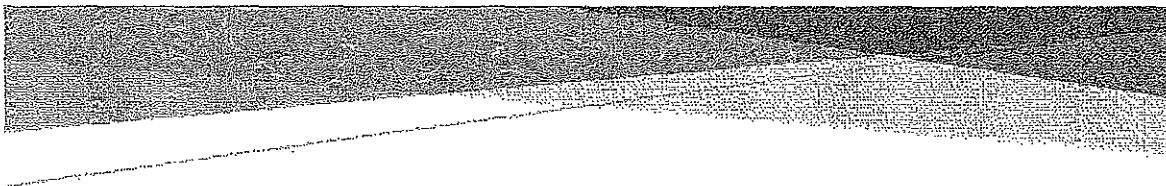
**Maintenance Map**







## Exhibit B to First Amendment



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Irrigation • Landscape • Maintenance

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## Landscape Maintenance Service Agreement

For:



BANNON LAKES CDD

475 W. TOWN PLACE, SUITE 114

ST. AUGUSTINE, FL 32092

7/24/2020

Prepared By:

DAVE JACKSON

PROJECT DEVELOPMENT MANAGER

MAIN OFFICE: (386) 586-3321

FAX: (386) 586-3330

35 ENTERPRISE DR.

BUNNELL, FL 32110

DAVE@LANDCAREGRP.COM

WWW.LANDCAREGRP.COM





35 Enterprise Dr. Bunnell, Florida 32110 • Main Office: (386) 586-3321 • Fax: (386) 586-3330 • www.landcaregrp.com

### Landscape Maintenance Service Agreement

This Agreement, is entered into on August 1, 2020, by and between Landcare Group, Inc., hereafter referred to as "Contractor", and Bannon Lakes Community Development District, the owner or designated owner's representative, hereinafter referred to as "Owner".

The Contractor and Owner wish to enter into an agreement that defines the terms and conditions in which the Contractor will provide grounds maintenance, pest control, palm pruning, mulch installation and irrigation services as stated in "Practical Specifications for Contract Landscape Maintenance" (Attachment 'A') which is attached to this agreement.

**Services:** The Contractor agrees to perform landscape maintenance services for the Owner's property, located at, Bannon Lakes CDD- Common Area, lakes, front median easement, Duran Drive bahia area, and Amenity Center at 435 Bannon Lakes Blvd. St. Augustine, FL 32092, hereinafter referred to as "Property", as put forth in the "Practical Specifications for Contract Landscape Maintenance", (Attachment 'A').

**Terms of Contract:** The Contractor shall render landscape maintenance services for the term of One (1) year(s) commencing on August 1, 2020 and shall end on July 31, 2021, unless terminated by either party by providing sixty (60) days written notice prior to the end of the current term.

**Compensation:** The Owner shall pay to the Contractor for services rendered, the sum of:

1. Twelve thousand, six hundred forty-two dollars and fourteen cents (\$12,642.14) per month, or
2. One hundred fifty-one thousand, seven hundred five dollars and sixty-eight cents (\$151,705.68) per year.

To be paid within thirty (30) days of the first of each month in which the work is to be performed. The Owner agrees to pay any and all expenses incurred by Contractor in the collection of due compensation.

**Early Termination:** In the event that the Contractor fails to provide services as described in (Attachment 'A'), the Owner may terminate this agreement by giving sixty (60) days written notice by email or facsimile transmission letter. Contractor may also terminate this agreement in the same manner, or immediately if Owner refuses or fails to pay Contractor according to the terms of this agreement.

Owner  
Name: \_\_\_\_\_

Contractor  
Name: Landcare Group, Inc., a Florida corporation

Signature: \_\_\_\_\_  
Print  
Name: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: David Jackson

Title: \_\_\_\_\_

Title: Project Development Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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## Attachment 'A'

### Practical Specifications for Contract Landscape Maintenance for: Bannon Lakes CDD

The work for the exterior landscape maintenance is to include the furnishing of all labor, materials, equipment, accessories and services necessary or incidental to sustain all turf and plant materials in a healthy, vigorous growing condition, free from weeds, diseases, insects, and nutritional deficiencies as well as a completely operational irrigation system. All associated planted areas are to be kept in a continuous healthy, neat, clean and debris free condition for the entire life of the contract.

#### SCHEDULE "A" – GENERAL SERVICES

##### A. Turf Maintenance

*Turf maintenance is defined as all mowing, edging, trimming and cleanup of lawn areas:*

1. Mowing of Common Area
  - a. Prior to mowing, remove and dispose of normal litter and debris from all landscape areas.
  - b. St. Augustine turf shall be mowed weekly during the growing season from March 15<sup>th</sup> through October 15<sup>th</sup> and as needed during the non-growing season from October 15<sup>th</sup> through March 15<sup>th</sup>. Based on this schedule, it is estimated that the contractor will perform a minimum of 40 and a maximum of 42 mowing cycles per 12-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors beyond their control.
  - c. Bahia turf shall be mowed weekly during the growing season from April 1<sup>st</sup> through October 1<sup>st</sup> and as needed during the non-growing season from October 1<sup>st</sup> through April 1<sup>st</sup>. Based on this schedule, it is estimated that the contractor will perform a minimum of 36 and a maximum of 40 mowing cycles per 12-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors beyond their control.

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- d. St. Augustine and Bahia turf shall be cut with rotary mowers to maintain a uniform height. Mowing blades shall be kept sufficiently sharp and properly adjusted to provide a cleanly cut grass blade. Mowing pattern shall be varied where feasible to prevent rutting and minimize compaction.
- e. Mowing height for St. Augustine and Bahia turf will be set at 3½" to 4".
- f. Zoysia turf shall be mowed based on 40 to 42 mowing cycles per 12-month period in the performance of this contract. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors.
- g. Zoysia turf shall be cut with a rotary mower to maintain a uniform height. Mowing blades shall be kept sufficiently sharp and properly adjusted to provide a cleanly cut grass blade. Mowing pattern shall be varied where feasible to prevent rutting and minimize compaction.
- h. Mowing height for Zoysia turf will be set at 2" to 3".
- i. Visible clippings that may be left following mowing operations shall be removed from the site each visit.
- j. Contractor will take special care to avoid allowing any clippings to be discharged or blown into stormwater ponds or drop inlets.
- k. Contractor will take special care to prevent damage to plant material as a result of the mowing operations. Any damage caused by contractor's mowing equipment may result in the replacement of damaged material at the contractor's cost. Replacement material will be of similar size to the material being replaced.

## 2. Edging

Sidewalks, curbs, concrete slabs and other paved surfaces will be edged in conjunction with mowing operations. Edging is defined as removal of unwanted turf from the above mentioned borders by use of a mechanical edger. String trimmers will not be used for this function. It is understood that edging of beds and hard surfaces will be skipped periodically to let the turf fill in and/or thicken the vertical edge.

## 3. String Trimming

- a. String Trimming shall be performed around road signs, guard posts, trees, shrubs, utility poles, and other obstacles where mowers cannot reach. Grass shall be trimmed to the same desired height as determined by the mowing operation. Trimming shall be completed with each mowing operation.
- b. Maintaining grass-free areas by use of chemicals may be the preferred method in certain applications.

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- c. Turf around the edge of all waterways shall be mowed or string trimmed to the natural water's edge during each mowing cycle. It is understood that every effort will be made to keep clippings out of water bodies, but inevitably some clippings will get in the water with prevailing wind. It is understood that the Owner is responsible for regular lake maintenance, including spraying the water line with aquatic herbicide where it meets the turf; and cleaning out culverts, inlets, and outlets.

#### 4. Blowing

- a. When using forced air machinery to clean curbs, sidewalks and other paved surfaces, care must be taken to prevent blowing grass clippings into beds, stormwater ponds, inlets, onto vehicles or onto other hardscape surfaces.
- b. Contractor will be expected to blow off the tennis courts, pickleball courts, pool area and all entry points and other similar amenities.

#### 5. Damage Prevention/Repair

Special care shall be taken to protect building foundations, light poles, sign posts and other hardscape elements from mowing, edging or string trimming equipment damage. Contractor will agree to have repairs made by specialized contractors or reimburse the association or homeowners within 30 days for any damage to property caused by their crew members or equipment. Mulch beds are recommended in areas where equipment may come in contact with the above stated items.

#### B. Detail

*The detailing process will include trimming, pruning and shaping of all shrubbery, ornamental trees and groundcover, removal of tree suckers, structural pruning of select varieties of plant material and ornamental grasses as directed, as well as the defining of bed lines, tree saucers and the removal of all unwanted vegetation.*

##### 1. Pruning

- a. Prune trees, shrubs and groundcovers to encourage healthy growth and create a natural appearance. Prune to control the new plant growth, maintain the desired plant shape and remove dead, damaged, or diseased portions of the plant. Provide remedial attention and repair to plant material as appropriate to season or in response to incidental damage.
- b. Pruning of trees up to a height of 8 feet is included in the scope of the work. If pruning is required above the height of 8 feet contractor shall propose an extra service to management and acquire approval prior to performing the work. The branching height of trees shall be raised only for the following reasons:
  - Provide clearance for pedestrians, small vehicles, mowers and buildings.
  - Maintain clearance from shrubs in bed areas.
  - Improve visibility in parking lots and around entries.

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- c. Prune trees to remove weak branching patterns and provide corrective pruning for proper development. Cut back to branch collar without leaving stubs. Provide clean and flush cut with no tearing of the tree bark.
- d. Prune all shrubbery in accordance with the architectural intent as it relates to adjacent plantings and intended function.
- e. Prune to contain perimeter growth within intended bed areas. Established groundcover shall be maintained 4" to 6" away from adjacent hardscape and turf. Mature groundcover shall be maintained at a consistent level height to provide a smooth and even appearance and separation from adjacent plant material.
- f. Shrubs are to be pruned to a height no greater than 24 inches above the ground in medians within 200 feet of an intersection, and on side roads that are within the driver's line of sight.
- g. Crape Myrtles are to be trimmed once per year in the winter months. Trimming should include removal of old blooms, sucker growth and any cross branching. Trimming should be done in such a way that cuts are no less than 12" away from previous year's cuts. "Hat Racking" will not be permitted unless directed otherwise by management.
- h. Pruning of all palms less than 12' CT in height will be included in the sectional rotation. Pruning consists of removal of all dead fronds, seedpods and any loose boots.

## 2. Edging

- a. Edging is defined as removal of unwanted vegetation along beds and tree saucers. Edges are to be perpendicular to the ground.
- b. Only mechanical edgers will be used for this function.
- c. Care will be taken to maintain bed edges as designed in either straight or curvilinear lines.

## 3. Weed Control

- a. Bed areas are to be sprayed after each detail service. Pre and post-emergent chemicals are acceptable means of control.
- b. Hardscape cracks and expansion joints are to be sprayed in conjunction with the detail cycle to control weeds.

## C. General

### 1. Policing/Special Maintenance

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- a. Contractor will police the grounds on each service visit to remove trash, debris and fallen tree litter less than 2" in diameter. Contractor is not responsible for removal of excessive storm debris which would be performed with prior approval.
- b. Contractor will dedicate personnel and specialized equipment for the removal of seasonal leaf drop from all landscape and hardscape areas during the months of November through April.

## 2. Communication

- a. The Contractor will communicate with management for any landscape issues requiring immediate attention.
- b. Contractor agrees to take part in monthly inspections of the property to ensure their performance of this agreement meets the standards required herein and protects the overall well-being of the property's landscape. Contractor also agrees to complete any work that appears on punch lists resulting from inspections or reviews within three weeks of receiving them. Contractor will have their Account Manager participate on its behalf and have their Lawn and Ornamental and Irrigation Managers or Technicians available if needed.
- c. Contractor will be required to maintain an interactive web site or a customer service work order system (software) that will allow management to make direct contact for service requests and/or extra work. The web site also must be set up to alert property management when requests become delinquent.
- d. Contractor agrees to have a qualified individual available to inspect finished homes and sections of common area for the purpose of accepting them for maintenance services. The contractor will be asked to communicate via memorandum on their willingness to accept completed areas or state deficiencies that preclude acceptance.

## 2. Staffing

- a. The Contractor shall have a well-experienced Account Manager. This person should have extensive knowledge of horticultural practices, and be capable of properly supervising others. He/she and other supervisors should be in a certain type uniforms that distinguishes them from the crew. The Account Manager will communicate with the property's staff. In order to maintain continuity, the same Account Manager shall direct the scheduled maintenance operations throughout the year. Any anticipated changes in supervisory personnel shall be brought to the attention of management prior to any such change. This will assure the Consultant and Management that maintenance personnel remain familiar with the maintenance specifications, the site and any changing conditions.
- b. The crew members should be properly trained to carry out their assigned task, and should work in a safe professional manner. Each crew member should be in full uniform at all times to include all rain, cold weather gear and hats.
- c. Contractor is expected to staff the property with trained personnel experienced in commercial landscape maintenance. All personnel applying fertilizers, insecticides, herbicides and fungicides must be certified by the FL Department of Agriculture and Consumer Services. These individuals should be

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Best Management Practices Certified and hold a Limited Certification for Urban Landscape Commercial Fertilizer or a Certified Pest Control Operator or an employee with an ID card working under the supervision of a CPCO.

- d. Contractor agrees to screen all crew members for criminal background, advise Management and not employ persons for this Contract that have been convicted of or pled guilty to a felony crime. Also, Contractor agrees to follow all INS guidelines for hiring and to maintain an I-9 and other required documents on each employee.
- e. Contractor is expected to staff the property with adequately trained personnel. Holidays observed that do not require staffing include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. Normal working hours are from 7:00 AM until 7:00 PM. Saturdays will be made available for makeup work due to inclement weather from 8:00 AM until 5 PM.

**SCHEDULE "B" – TURF CARE PROGRAM (ST. AUGUSTINE)**

**A. Application Schedule**

<u>Month</u>	<u>Application</u>
January:	Late winter fertilization, broadleaf weed and disease control
March:	Spring granular fertilization, broadleaf weed control, insect and disease control
May:	Early summer liquid fertilization with Arena and weed control
July:	Insect and weed control
September:	Late summer fertilization, insect and disease control
November:	Fall fertilization and broadleaf weed/disease control

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

**B. Application Requirements**

**1. Fertilization**

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- a. Annual program will include a minimum of 5 lbs. of N/1000 square feet with a minimum of 30% slow release and a high Potassium blend in the fall fertilization to promote root development unless soil samples indicate the presence of sufficient Potassium.
- b. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- c. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- d. The irrigation system will be fully operational prior to any fertilizer application.
- e. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

3. Weed Control

- a. Weed control will be limited to the broadleaf variety under this program.
- b. Contractor shall alert management of outbreaks of Sedge, invasive Bermuda, or Crabgrass.

4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf loss due to conditions beyond their control. This includes nematodes, diseases such as Take-All Root Rot and weeds such as Crabgrass which are untreatable with currently available chemicals, high traffic areas, drainage problems, or acts of God. In the event these conditions are pre-existing, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

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**SCHEDULE "B1" – TURF CARE PROGRAM (BAHIA)****A. Application Schedule**

<u>Month</u>	<u>Application</u>
March:	Complete liquid 18-0-8 N-P-K fertilizer and broadleaf weed control to include blanket pre-emergent herbicide application.
June:	Chelated Iron application and Mole Cricket control.
October:	Complete liquid 18-0-8 N-P-K fertilizer and broadleaf weed control to include blanket pre-emergent herbicide application.

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

**B. Application Requirements****1. Fertilization**

- a. Annual program will include a minimum of 2 lbs of N/1000 square feet with a minimum of 30% slow release and a high Potassium blend in the October fertilization to promote root development unless soil samples indicate the presence of sufficient potassium.
- b. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- c. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- d. The irrigation system will be fully operational prior to any fertilizer application.
- e. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

**2. Insect/Disease Control**

Owner's Initials \_\_\_\_\_

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- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

3. Weed Control

- a. Weed control will be limited to the broadleaf variety under this program.
- b. Contractor shall alert management of outbreaks of Sedge, Invasive Bermuda, or Crabgrass.

4. Warranty

- a. There is no warranty for Bahia turf.

**SCHEDULE "B2" – TURF CARE PROGRAM (BERMUDA)**

**A. Application Schedule**

<u>Month</u>	<u>Application</u>
January:	Disease & Insect Control
February:	Fertilization 18-0-8 Ammonium Sulfate Barricade/Potash 0-0-22
March:	Fertilization 13-3-13 w/ Ronstar or equivalent product
April:	Sedge & Broadleaf Weed Control/Disease & Insect Control Core Aeration/Top Dressing w 20% Organic Peat 1/8"
May:	Fertilization 14-0-14, TopChoice Application
June:	Disease & Insect Control as Needed.

Owner's Initials \_\_\_\_\_

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August: Sedge & Broadleaf Weed Control/Disease & Insect Control

October: Fertilization 18-0-8, Core Aeration & Top Dressing w 20% Organic Peat 1/8"

November: Disease & Insect Control

December: Potash 0-0-62

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

**B. Application Requirements**

**1. Fertilization**

- a. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- b. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- c. The irrigation system will be fully operational prior to any fertilizer application.
- d. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

**2. Insect/Disease Control**

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

**3. Weed Control**

Owner's Initials \_\_\_\_\_

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- a. Sedge control is included as a part of this program

#### 4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf loss due to conditions beyond their control. This includes nematodes, high traffic areas, drainage problems, or acts of God. In the event these conditions are pre-existing, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

#### SCHEDULE "B3" – TURF CARE PROGRAM (ZOYSIA)

##### A. Application Schedule

<u>Month</u>	<u>Application</u>
January:	IPM spot treatment for weeds as necessary and inspect/treat fungal activity.
February:	Pre-emergent herbicide/spot treatment for weeds and fungal activity.
March	Fertilization (granular 20-0-10). Spot treat weeds and treat fungal and insect activity as necessary.
April:	Post emergent weed control, insect/disease control as necessary.
May:	Insect/weed/disease control as necessary. TopChoice at 2.0 lbs. per 1000 Sq. Ft.
June:	Insect/weed/disease control as necessary.
July	Liquid Iron Sulphate and Techmangan. Insect/weed/disease control as necessary.
August:	IPM-spot treat weeds as necessary, inspect/treat fungal activity.
September:	Fertilization with 14-0-40 or similar. Weed/insect/disease control as necessary.
October:	Post emergent weed control, insect/disease control as necessary.

Owner's Initials \_\_\_\_\_

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November: Blanket pre-emergent herbicide, w/Liquid Iron. Spot treat weeds and inspect/treat fungal activity.

December: Blanket Potash 0-0-62 application at 4 lbs. per 1,000 Sq. Ft., IPM-spot treat weeds as necessary, inspect/treat fungal activity.

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

## B. Application Requirements

### 1. Fertilization

- a. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- b. All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.
- c. The irrigation system will be fully operational prior to any fertilizer application.
- d. Soils shall be tested at a reliable testing facility twice per year to monitor for pH and chemical make up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

### 2. Insect/Disease Control

- a. The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible to manage settings of irrigation timers.
- b. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.
- c. TopChoice granular insecticide to be applied at 2.0 lbs. per 1000 sq. ft. for Mole Crickets once per year.

### 3. Weed Control

Owner's Initials \_\_\_\_\_

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- a. Weed control will not be limited to only the broadleaf variety under this program.
  - b. Contractor shall alert management of outbreaks of Sedge, invasive Bermuda, or Crabgrass.
4. Warranty

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. Contractor will not be held responsible for turf loss due to conditions beyond their control.

C. Exclusions

All work restricted specifically to the described areas as listed in our scope of work.

No under brushing or any natural vegetation is included unless otherwise specified. No vines or material will be pruned away from property lines, this is an additional service.

This does not include any brush trimming in center of canals/ponds or areas inaccessible to normal mowing conditions. Also excludes removal of large logs or anything two men cannot physically (within reason) pick up.

Any damage to screen enclosures not protected by landscape borders or kick plates.

Damage from dog urine, freezes, high winds, hail, hurricanes, tornado, floods, tsunami, lightning, fire, restrictions by governmental agencies, government, city, state or local watering restrictions, regulations or mandates, acts of God or any act of nature.

Pests, fungus, disease or anything imported to or created in the United States that has no immediate control such as, but not limited to; Asian Cycad Scale, Bonder Nesting Whitefly, Borers, Chilli Thrips, Fig Whitefly, Fusarium Wilt, Ganoderma Butt Rot, Pink Hibiscus Mealy Bug, Rugose Spiraling Whitefly, Sri Lanka Weevil, Take-All Root Rot. New pests are introduced into the United States every year and this list is subject to change without notice.

Any damages to trees, shrubs, sod or flowers due to city, government or any water restrictions.

Damage caused by faulty irrigation controllers, timers, valves, solenoids, line breaks or anything affiliated with irrigation components restricting or stopping irrigating.

This does not include any maintenance or replacement to weathered items including sign repair, fence posts, timber retaining ties, or any other item that has deteriorated due to normal conditions. Any replacement done by the contractor will be done in the form of a written work order to client and signed and dated by both parties prior to any additional work.

**SCHEDULE "C" – TREE / SHRUB CARE PROGRAM**

A. Application Schedule

Month                      Application

Owner's Initials \_\_\_\_\_

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February: Spring granular fertilization and insect/disease control as needed

March/April: Insect/disease control/fertilization as needed

May/June: Insect/disease control/fertilization as needed

July/August: Insect/disease control/fertilization as needed

October: Fall granular fertilization and insect/disease control as needed

December: Insect/disease control as needed

*Note: Some applications will be combined for efficiency. Applications can be added or deleted based on soil samples, availability of products or inclement weather.*

**B. Application Requirements**

**1. Fertilization**

- a. Fertilizers selected must be appropriate for the plant material to be fertilized such as an acid forming fertilizer for Azaleas which require a lower soil pH.
- b. Annual program will include a minimum of 30% slow release Nitrogen and a high Potassium blend in the fall fertilization to promote root development unless soil sample results indicate the presence of sufficient Potassium.
- c. All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of plant material are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.
- d. This program covers all fertility requirements on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 15'. All native trees or transplanted trees over 15' in overall height will require special consideration and are therefore excluded from this program.
- e. Fertilizer will be distributed evenly under the drip zone of each plant. Special care will be taken not to "clump" fertilizer neither at the base nor in the crown of plants.
- f. The irrigation system will be fully operational prior to any fertilizer application.

Owner's Initials \_\_\_\_\_

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- g. Soils shall be tested at a reliable testing facility once per year to monitor for pH, Nematodes, Take All Root Rot and chemical make-up. The results will be provided to management along with the contractor's recommendation as to any changes in the Tree/Shrub care program based on these results.

## 2. Insect/Disease Control

- a. Insect and disease control is intended to mean a thorough inspection of all plantings for the presence of insect or disease activity and the appropriate treatment applied. All insect and disease infestations require follow-up applications for control and are included in this program.
- b. Contractor is responsible for the continuous monitoring for the presence of damaging insects or disease. Any problems noted between regularly scheduled visits will be treated as a service call. Service calls due to active infestations are included in this program.
- c. This program covers all disease and Insect activity on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 15'. All native trees or transplanted trees over 15' in overall height will require special consideration and are therefore excluded from this program.
- d. Contractor will be required to apply all pesticides in accordance with labeled directions including the use of any Personal Protective Equipment.

## 3. Specialty Palms

- a. Considering the investment in Specialty Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Canary Island Date etc.), Contractor will include fertilization and root / bud drench for potential disease and infestation two times per year.

## 4. Warranty

If a plant or tree dies from insect or disease damage while under this Tree/Shrub Care Program, it will be replaced with one that is reasonably available. Exclusions to this warranty would be pre-existing conditions, nematodes, borers, locusts, and diseases such as Verticillium and Fusarium Wilt and Ganoderma Butt Rot that are untreatable with currently available chemicals, Texas Phoenix Palm Decline ("TPPD"), soil contamination, drainage problems or conditions that prevent the contractor from providing proper irrigation, such as Water Management District restrictions or unapproved irrigation repairs and Acts of God. In the event these conditions exist, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

Owner's Initials \_\_\_\_\_

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## SCHEDULE "D"- SPECIAL SERVICES

### A. Flower Beds

*The nature and purpose of "Flower Beds" is to draw attention to the display. The highest level of attention should be placed on their on-going care.*

#### 1. Schedule

- a. All flower beds on the property including urns and pots will be changed out four (4) times per year.
- b. Contractor recognizes that flower beds are intended to highlight and beautify high profile areas and should be selected for color, profusion and display.

#### 2. Installation

- a. Plants are to be installed utilizing a triangular spacing of 8"-10" O.C. (depending on type) between plants.
- b. Annually, prior to the Spring change out, existing soil will be removed to a depth of 6" in all annual beds and replaced with clean growing medium composed of 60% peat and 40% fine aged Pine Bark.
- c. All beds will be cleaned and hand or machine cultivated to a depth of 6" prior to the installation of new plants.
- d. Create a 2" trench where the edge of the bed is adjacent to turf or hardscape.
- e. A granular time-release fertilizer and a granular systemic fungicide will be incorporated into the bedding soil at the time of installation.
- f. Follow-up applications of fertilizer, fungicide and insecticide are provided as needed.

#### 3. Maintenance

- a. Flower beds, pots and urns will be reviewed at each service visit for the following:
  - Removal of all litter and debris.
  - Removal of weeds.
  - Inspect for the presence of insect or disease activity and treat immediately.
- b. Seed heads are to be removed from Coleus plants as soon as they appear. "Pinching" of Coleus plants is to be a part of the on-going maintenance as well. Frequent "pinching" will result in healthier, more compact plants.
- c. Prolific bloomers such as Salvia require that 10% to 20% of healthy blooms are to be removed.

Owner's Initials \_\_\_\_\_

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- d. Pre-emergent herbicides are not to be used in annual beds.
- e. Contractor guarantees the survivability and performance of all annual plantings for a period of 90 days. Any plant that fails to perform during this period will be immediately replaced at the contractor's expense.

#### 4. Warranty

Any bedding plant that dies due to insect damage or disease will be replaced under warranty. Exclusions to this warranty would be hard freeze, theft, vandalism, rabbits, deer or conditions beyond their control. Rabbit and deer repellent are not included in this contract and will be installed at an additional charge.

### B. Mulch

#### 1. Schedule

- a. Mulch will be replenished in all bed areas two (2) times per year.

#### 2. Installation

- a. Prior to application, areas will be prepared by removing all foreign debris and accumulated mulch material and establishing a defined, uniform edge to all bed and tree rings as well as a 1" to 2" deep trench along all hardscape surfaces to include equipment pads, in order to hold the mulch in place.
- b. Mulch should be installed in weed free beds that have been properly edged and prepared.
- c. Mulch should be installed to maintain a 1"-1-1/2" thickness in all bed areas, including tree rings in lawn areas and maintenance strips unless otherwise directed by management.

### C. Palm Trimming

- 1. Specimen Date Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Canary Island Date, etc.) in excess of 12' CT will be trimmed two times per year. Loose or excessive fronds will be removed and/or cross cut during this process.
- 2. All palms less than 12' CT will be trimmed as needed by the detail crew during the regular detail rotation as outlined in General Services.
- 3. Washingtonia palms in excess of 12' CT will be trimmed two times per year.
- 4. Trim Sabal, Washington, Chinese, Fan and Ribbon Palms so that the lowest remaining fronds are left at a ten and two o'clock profile. "Hurricane" cuts are only to be done at the direction of management.

Owner's Initials: \_\_\_\_\_

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5. When trimming, cut the frond close to the trunk without leaving "stubs"

#### **SCHEDULE "E" – IRRIGATION MAINTENANCE**

**A. Frequency of Service**

- a. Contractor will perform the following itemized services under "Specifications" on a monthly basis.

**B. Specifications**

1. Activate each zone of the system.
2. Visually check for any damaged heads or heads needing repair.
3. Clean, straighten or adjust any heads not functioning properly.
4. Straighten, re-attach to bracing and touch up paint on riser heads as needed.
5. Report any valve or valve box that may be damaged in any way.
6. Leave areas in which repairs or adjustments are made free of debris.
7. Adjust controller to the watering needs as dictated by weather conditions and seasonal requirements including adjusting of rain sensor.

**C. Qualifying Statements**

**1. Repairs**

- a. Repairs that become necessary and that are over and above the routine maintenance contract will be done on a time and material basis at the rates of \$35.00/hr. for a technician and \$65.00/hr. for a specialist.
- b. It is understood that time is of the essence for repairs so that sod, plants and trees do not die. Therefore, a not to exceed price of \$1,000.00 is approved without a formal proposal so that the contractor can proceed in a timely manner.

**2. Service Calls**

- a. Service Calls required between scheduled visits will be billed on a time and material basis at the rates of \$35.00/hr. for a technician and \$65.00/hr. for a specialist.

Owner's Initials \_\_\_\_\_

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- b. When not an emergency, request for authorization must be submitted in written form to management for approval when the costs will exceed \$1,000.00. A description of the problem, its location and estimated cost should be included.
3. Contractor will pay special attention during irrigation maintenance inspections to ensure that sprinkler heads are positioned so that water does not spray directly onto buildings, windows or parking areas and to adjust any heads that are found to be out of position.
4. Damage resulting from contractor's crews working on the property (i.e., mower and edger cuts) will be repaired at no charge to the owner.
5. Contractor shall not be held responsible for any system failure caused by lightning, construction work, pre-existing conditions, freeze, acts of God, or conditions beyond their control.
6. Contractor shall not be held responsible for damage to the landscape caused by mandatory water restrictions placed on the property by the governing water management district.

Owner's Initials \_\_\_\_\_

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*FOURTEENTH ORDER OF BUSINESS*



*D.*



# ***Bannon Lakes Community Development District***

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

## **Memorandum**

**Date:** November 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. Landcare is preparing to overseed the Bermuda Turf.

### **Amenity / Site:**

1. Cleaning of the pools is being done two (2) days per week.
2. The Amenity and Fitness Facilities are being cleaned weekly.
3. The interior paint has been touched up in the Pool Restrooms.
4. Ant mounds are being treated weekly.
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 completed.
7. The filters have been replaced in all of the AC units.
8. The paint has been touched up on the baseboards in the Clubhouse.
9. All of the pool furniture and metal patio furniture has been pressure washed.
10. The office walls have been cleaned and repainted.
11. A flag pole was installed at the Amenity Complex with an American Flag.



12. New grating has been ordered for the pool gates.
13. The main pool gate lock was repaired.
14. Multiple holes have been filled in at the Dog Park.
15. The sidewalk in front of the Clubhouse was pressure washed.
16. The shower faucet was repaired on the pool shower.
17. Two (2) parking lot lights were repaired.

**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.



*E.*



# **Bannon Lakes Community Development District**

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

## **Memorandum**

**Date:** November 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. Residents are continuing to clean and meet in accordance with CDC and state guidelines.

### **Pool Usage:**

- The pool is has many regular users 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.



**Active Clubs at Bannan Lakes:**

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

**Events:**

- Food trucks are now coming to the property two to three times weekly, per resident request.
- The "Dancing in the Streets" event was held on September 5th with fun for all, including a live band. This was a big hit with the residents.
- Zoom Workshops are held monthly by Florida Health Care Plans.
- First Coast Athletics is coaching a weekly field day for the children of the community.

**Future Events:**

- Fall/ winter events are currently being planned.



*SEVENTEENTH ORDER OF BUSINESS*



*A.*



*Bannon Lakes*  
*Community Development District*  
*Unaudited Financial Statements*  
*as of*  
*September 30, 2020*



***Bannon Lakes***  
***Community Development District***  
***Combined Balance Sheet***  
September 30, 2020

	<u><i>General</i></u>	<u><i>Debt Service</i></u>	<u><i>Capital Project</i></u>	<u><i>Capital Reserve</i></u>	<u><i>Memorandum Only</i></u>
<b><u>Assets:</u></b>					
Cash	\$163,902	---	---	\$33,052	\$163,902
SBA - GF	\$101,463	---	---	---	\$101,463
Investments:			---	---	
Reserve	---	\$384,750	---	---	\$384,750
Revenue	---	\$486,759	---	---	\$486,759
Prepayment	---	\$125,274	---	---	\$125,274
Due From General Fund	---	\$3,626	---	---	\$3,626
Due from Developer	---	---	\$9,299	---	\$9,299
Due from Other	---	---	---	---	\$0
Prepaid Expenses	\$22,500	---	---	---	\$22,500
Utilities Deposit	\$50	---	---	---	\$50
<b>Total Assets</b>	<u>\$287,915</u>	<u>\$1,000,409</u>	<u>\$9,299</u>	<u>\$33,052</u>	<u>\$1,297,623</u>
<b><u>Liabilities:</u></b>					
Accounts Payable	\$24,103	---	---	---	\$24,103
Contracts Payable	---	---	\$9,299	---	\$9,299
<b>Fund Balances:</b>					
Restricted for Debt Service	---	\$1,000,409	---	---	\$1,000,409
Nonspendable	\$50	---	---	---	\$50
Unassigned	\$263,762	---	\$0	\$33,052	\$263,762
<b>Total Liabilities &amp; Fund Equity</b>	<u>\$287,915</u>	<u>\$1,000,409</u>	<u>\$9,299</u>	<u>\$33,052</u>	<u>\$1,297,623</u>



***Bannon Lakes***  
***Community Development District***  
***GENERAL FUND***  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2020*

<i>Adopted</i>	<i>Prorated</i>	<i>Actual</i>	
<i>Budget</i>	<i>Thru 09/30/20</i>	<i>Thru 09/30/20</i>	<i>Variance</i>

**REVENUES:**

<i>Assessment - Tax Roll</i>	\$377,650	\$377,650	\$378,906	\$1,256
<i>Assessment - Direct</i>	\$127,103	\$127,103	\$93,488	(\$33,615)
<i>Developer Contributions</i>	\$90,789	\$90,789	\$0	(\$90,789)
<i>Interest</i>	\$0	\$0	\$1,205	\$1,205
<i>Facility Revenue</i>	\$300	\$300	\$325	\$25

***Total Revenues***

\$595,842	\$595,842	\$473,924	(\$121,918)
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**EXPENDITURES:**

<i>Engineering</i>	\$4,000	\$4,000	\$0	\$4,000
<i>Attorney Fees</i>	\$12,000	\$12,000	\$7,655	\$4,345
<i>Dissemination</i>	\$4,100	\$4,100	\$4,750	(\$650)
<i>Annual Audit</i>	\$4,200	\$4,200	\$3,800	\$400
<i>Arbitrage</i>	\$600	\$600	\$600	\$0
<i>Assessment Roll</i>	\$5,000	\$5,000	\$5,000	\$0
<i>Trustee Fees</i>	\$10,000	\$10,000	\$4,333	\$5,667
<i>Management Fees</i>	\$45,000	\$45,000	\$45,000	\$0
<i>Information Technology</i>	\$1,733	\$1,733	\$1,733	(\$0)
<i>Telephone</i>	\$200	\$200	\$118	\$82
<i>Postage</i>	\$500	\$500	\$400	\$100
<i>Insurance</i>	\$5,800	\$5,800	\$5,750	\$50
<i>Printing and Binding</i>	\$3,000	\$3,000	\$862	\$2,138
<i>Legal Advertising</i>	\$2,000	\$2,000	\$1,059	\$941
<i>Other Current Charges</i>	\$700	\$700	\$160	\$540
<i>Office Supplies</i>	\$1,000	\$1,000	\$54	\$946
<i>Website Services</i>	\$1,200	\$1,200	\$1,200	\$0
<i>Dues, Licenses &amp; Subscriptions</i>	\$175	\$175	\$175	\$0

***Total Administrative***

\$101,208	\$101,208	\$82,650	\$18,558
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**Amenity Center**

<i>Insurance</i>	\$19,974	\$19,974	\$13,840	\$6,134
<i>Utilities</i>				
<i>Phone/Internet/Cable</i>	\$6,800	\$6,800	\$5,061	\$1,739
<i>Electric</i>	\$25,000	\$25,000	\$14,126	\$10,874
<i>Water/Irrigation</i>	\$15,000	\$15,000	\$10,431	\$4,569
<i>Gas</i>	\$200	\$200	\$0	\$200
<i>Refuse</i>	\$3,100	\$3,100	\$3,530	(\$430)
<i>Security</i>				
<i>Security Monitoring</i>	\$600	\$600	\$0	\$600
<i>Access Cards</i>	\$2,500	\$2,500	\$1,500	\$1,000
<i>Management Contracts</i>				
<i>Facility Management</i>	\$60,000	\$60,000	\$60,000	\$0



**Bannon Lakes**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For the Period ending September 30, 2020

	<i>Adopted</i> <i>Budget</i>	<i>Prorated</i> <i>Thru 09/30/20</i>	<i>Actual</i> <i>Thru 09/30/20</i>	<i>Variance</i>
<i>Continued Management Contacts</i>				
<i>Field Mgmt/ Admin</i>	\$22,000	\$22,000	\$19,158	\$2,842
<i>Pool Maintenance</i>	\$12,000	\$12,000	\$11,752	\$248
<i>Pool Chemicals</i>	\$10,000	\$10,000	\$7,158	\$2,842
<i>Janitorial</i>	\$7,000	\$7,000	\$7,000	\$0
<i>Janitorial Supplies</i>	\$3,450	\$3,450	\$1,798	\$1,652
<i>Facility Maintenance</i>	\$7,500	\$7,500	\$4,641	\$2,859
<i>Repairs &amp; Maintenance</i>	\$4,310	\$4,310	\$24,073	(\$19,763)
<i>New Capital Projects</i>	\$0	\$0	\$19,583	(\$19,583)
<i>Special Events</i>	\$5,000	\$5,000	\$5,036	(\$36)
<i>Holiday Decorations</i>	\$1,500	\$1,500	\$691	\$809
<i>Fitness Center Repairs/Supplies</i>	\$900	\$900	\$230	\$670
<i>Office Supplies</i>	\$1,500	\$1,500	\$300	\$1,201
<i>ASCAP/BMI Licenses</i>	\$500	\$500	\$0	\$500
<i>Pest Control</i>	\$1,800	\$1,800	\$3,650	(\$1,850)
<b><i>Amenity Center Expenditures</i></b>	<b>\$210,634</b>	<b>\$210,634</b>	<b>\$213,556</b>	<b>(\$2,922)</b>
<b><i>Ground Maintenance Expenditures</i></b>				
<i>Hydrology Quality/Mitigation</i>	\$3,000	\$3,000	\$0	\$3,000
<i>Landscape Maintenance</i>	\$141,000	\$141,000	\$150,776	(\$9,776)
<i>Landscape Contingency</i>	\$20,000	\$20,000	\$11,105	\$8,895
<i>Lake Maintenance</i>	\$7,500	\$7,500	\$7,450	\$50
<i>Ground Maintenance</i>	\$8,000	\$8,000	\$579	\$7,421
<i>Pump Repairs</i>	\$2,000	\$2,000	\$0	\$2,000
<i>Streetlights</i>	\$9,000	\$9,000	\$8,662	\$338
<i>Streetlight Repairs</i>	\$5,000	\$5,000	\$2,633	\$2,367
<i>Irrigation Repairs</i>	\$7,500	\$7,500	\$3,810	\$3,690
<i>Miscellaneous</i>	\$5,000	\$5,000	\$415	\$4,585
<i>Reclaim Water</i>	\$76,000	\$76,000	\$30,387	\$45,613
<i>Capital Reserve</i>	\$0	\$0	\$50,000	(\$50,000)
<b><i>Total Ground Maintenance Expenditures</i></b>	<b>\$284,000</b>	<b>\$284,000</b>	<b>\$265,815</b>	<b>\$18,185</b>
<b><i>TOTAL EXPENSES</i></b>	<b>\$595,842</b>	<b>\$595,842</b>	<b>\$562,022</b>	<b>\$33,820</b>
<b><i>EXCESS REVENUES (EXPENDITURES)</i></b>	<b>\$0</b>		<b>(\$88,098)</b>	
<b><i>FUND BALANCE - Beginning</i></b>	<b>\$0</b>		<b>\$351,910</b>	
<b><i>FUND BALANCE - Ending</i></b>	<b>\$0</b>		<b>\$263,812</b>	



***Bannon Lakes***  
***Community Development District***  
***General Fund***  
*Month By Month Income Statement*  
*Fiscal Year 2020*

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b><u>Revenues:</u></b>													
Assessments - Tax Roll	\$0	\$25,840	\$213,656	\$132,712	\$0	\$1,695	\$179	\$3,020	\$1,790	\$14	\$0	\$0	\$378,906
Assessments - Direct	\$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	\$37	\$34	\$27	\$1,205
Facility Revenue	\$25	\$25	\$25	\$0	\$0	\$50	\$0	\$0	\$125	\$25	\$0	\$50	\$325
<b>Total Revenues</b>	<b>\$15,183</b>	<b>\$26,020</b>	<b>\$213,837</b>	<b>\$181,450</b>	<b>\$141</b>	<b>\$1,862</b>	<b>\$15,226</b>	<b>\$3,086</b>	<b>\$16,931</b>	<b>\$77</b>	<b>\$34</b>	<b>\$77</b>	<b>\$473,924</b>

<b><u>Expenditures:</u></b>													
<b><u>Administrative</u></b>													
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	\$2,037	\$430	\$170	\$580	\$0	\$370	\$916	\$971	\$1,182	\$0	\$299	\$700	\$7,654.64
Dissemination	\$592	\$342	\$342	\$142	\$292	\$792	\$292	\$292	\$292	\$292	\$292	\$792	\$4,750
Annual Audit	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$0	\$1,300	\$0	\$0	\$3,800
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$600
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	\$3,750	\$3,750	\$3,750	\$45,000
Computer Time	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$144	\$1,733
Telephone	\$7	\$0	\$23	\$27	\$0	\$33	\$0	\$0	\$18	\$0	\$0	\$9	\$118
Postage	\$12	\$32	\$3	\$127	\$9	\$23	\$14	\$4	\$92	\$20	\$62	\$4	\$400
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	\$33	\$56	\$34	\$862
Legal Advertising	\$81	\$0	\$0	\$332	\$0	\$0	\$175	\$0	\$0	\$350	\$0	\$121	\$1,059
Other Current Charges	\$67	\$155	\$112	\$85	\$60	(\$433)	\$10	\$16	\$16	\$24	\$23	\$26	\$160
Office Supplies	\$0	\$15	\$0	\$0	\$15	\$0	\$0	\$13	\$6	\$1	\$3	\$0	\$54
Website Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800	\$100	\$100	\$100	\$100	\$1,200
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$19,455</b>	<b>\$5,159</b>	<b>\$4,550</b>	<b>\$8,196</b>	<b>\$4,536</b>	<b>\$4,705</b>	<b>\$5,310</b>	<b>\$8,101</b>	<b>\$5,615</b>	<b>\$6,614</b>	<b>\$4,728</b>	<b>\$5,681</b>	<b>\$82,650</b>

<b><u>Amenity Center</u></b>													
Insurance	\$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	\$418	\$437	\$431	\$5,061
Electric	\$1,206	\$1,162	\$1,277	\$1,289	\$1,207	\$1,231	\$1,124	\$815	\$1,044	\$1,238	\$1,247	\$1,284	\$14,126
Water/Irrigation	\$538	\$694	\$667	\$695	\$628	\$764	\$795	\$2,988	\$807	\$474	\$704	\$678	\$10,431
Gas	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Refuse	\$252	\$253	\$253	\$253	\$253	\$253	\$324	\$321	\$316	\$314	\$315	\$422	\$3,530
Security Monitoring	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Access Cards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$0	\$1,500
Facility Management	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$60,000
Field Mgmt/ Admin	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$1,597	\$19,158
Pool Maintenance	\$911	\$1,737	\$911	\$911	\$911	\$911	\$911	\$911	\$911	\$911	\$911	\$911	\$11,752
Pool Chemicals	\$600	\$240	\$1,169	\$0	\$720	\$180	\$840	\$0	\$537	\$465	\$885	\$1,523	\$7,158
Janitorial	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$7,000
Janitorial Supplies	\$0	\$0	\$0	\$380	\$21	\$0	\$354	\$406	\$0	\$0	\$454	\$184	\$1,798
Facility Maintenance	\$1,275	\$1,300	\$0	\$0	\$0	\$495	\$590	\$0	\$0	\$981	\$0	\$0	\$4,641



***Bannon Lakes***  
***Community Development District***  
***General Fund***  
*Month By Month Income Statement*  
*Fiscal Year 2020*

	<i>October</i>	<i>November</i>	<i>December</i>	<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>August</i>	<i>September</i>	<i>Total</i>
<b><u>Amenity Center Continued</u></b>													
<i>Repairs &amp; Maintenance</i>	\$1,000	\$3,322	\$2,555	\$1,875	\$1,549	\$1,177	\$0	\$1,650	\$1,462	\$4,072	\$2,880	\$2,532	\$24,073
<i>New Capital Projects</i>	\$10,005	\$0	\$0	\$2,483	\$7,095	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,583
<i>Special Events</i>	\$1,165	\$513	\$416	\$342	\$0	\$0	\$0	\$0	\$350	\$500	\$1,000	\$750	\$5,036
<i>Holiday Decorations</i>	\$0	\$691	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$691
<i>Fitness Center Repairs/Supplies</i>	\$0	\$0	\$0	\$0	\$230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230
<i>Office Supplies</i>	\$74	\$0	\$0	\$0	\$0	\$0	\$84	\$0	\$0	\$0	\$90	\$52	\$300
<i>ASCAP/BMI Licenses</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Pest Control</i>	\$350	\$150	\$150	\$150	\$150	\$150	\$750	\$250	\$250	\$250	\$800	\$250	\$3,650
<b><i>Total Amenity Center</i></b>	<b>\$38,817</b>	<b>\$17,662</b>	<b>\$14,996</b>	<b>\$15,978</b>	<b>\$20,144</b>	<b>\$12,978</b>	<b>\$13,369</b>	<b>\$14,938</b>	<b>\$13,274</b>	<b>\$16,804</b>	<b>\$18,401</b>	<b>\$16,195</b>	<b>\$213,556</b>
<b><u>Ground Maintenance Expenditures</u></b>													
<i>Hydrology Quality/Mitigation</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Landscape Maintenance</i>	\$12,487	\$12,487	\$12,487	\$12,487	\$12,487	\$12,487	\$12,642	\$12,642	\$12,642	\$12,642	\$12,642	\$12,642	\$150,776
<i>Landscape Contingency</i>	\$0	\$0	\$1,430	\$0	\$2,295	\$4,885	\$0	\$1,250	\$1,245	\$0	\$0	\$0	\$11,105
<i>Lake Maintenance</i>	\$475	\$475	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$7,450
<i>Ground Maintenance</i>	\$579	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$579
<i>Pump Repairs</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Streetlights</i>	\$727	\$720	\$727	\$723	\$723	\$723	\$723	\$702	\$708	\$728	\$728	\$728	\$8,662
<i>Streetlight Repairs</i>	\$0	\$968	\$0	\$1,665	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,633
<i>Irrigation Repairs</i>	\$790	\$558	\$57	\$642	\$167	\$198	\$178	\$370	\$250	\$278	\$253	\$70	\$3,810
<i>Miscellaneous</i>	\$0	\$0	\$0	\$0	\$330	\$0	\$0	\$0	\$0	\$0	\$0	\$85	\$415
<i>Reclaim Water</i>	\$2,178	\$4,089	\$2,015	\$2,187	\$2,819	\$1,672	\$2,315	\$4,240	\$3,429	\$2,100	\$2,102	\$1,243	\$30,387
<i>Capital Reserve</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
<b><i>Total Ground Maintenance Expenditures</i></b>	<b>\$17,235</b>	<b>\$19,298</b>	<b>\$17,365</b>	<b>\$18,354</b>	<b>\$19,471</b>	<b>\$20,615</b>	<b>\$66,508</b>	<b>\$19,854</b>	<b>\$18,925</b>	<b>\$16,398</b>	<b>\$16,375</b>	<b>\$15,418</b>	<b>\$265,815</b>
<b><i>Total Expenses</i></b>	<b>\$75,507</b>	<b>\$42,118</b>	<b>\$36,911</b>	<b>\$42,528</b>	<b>\$44,151</b>	<b>\$38,298</b>	<b>\$85,188</b>	<b>\$42,893</b>	<b>\$37,814</b>	<b>\$39,815</b>	<b>\$39,504</b>	<b>\$37,294</b>	<b>\$562,022</b>
<b><i>Excess Revenues (Expenditures)</i></b>	<b>(\$60,324)</b>	<b>(\$16,098)</b>	<b>\$176,926</b>	<b>\$138,922</b>	<b>(\$44,010)</b>	<b>(\$36,436)</b>	<b>(\$69,961)</b>	<b>(\$39,807)</b>	<b>(\$20,883)</b>	<b>(\$39,739)</b>	<b>(\$39,471)</b>	<b>(\$37,217)</b>	<b>(\$88,098)</b>



***Bannon Lakes***  
***Community Development District***  
***DEBT SERVICE FUND***  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2020*

	<i>Adopted Budget</i>	<i>Prorated Thru 09/30/20</i>	<i>Actual Thru 09/30/20</i>	<i>Variance</i>
<b><u>REVENUES:</u></b>				
<i>Interest Income</i>	\$2,000	\$2,000	\$5,223	\$3,223
<i>Special Assessments</i>	\$769,808	\$769,808	\$767,226	(\$2,582)
<i>Prepayments</i>	\$0	\$0	\$258,313	\$258,313
<b><i>TOTAL REVENUES</i></b>	<b>\$771,808</b>	<b>\$771,808</b>	<b>\$1,030,762</b>	<b>\$258,954</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Series 2016</u></b>				
<i>Interest Expense - 11/01</i>	\$291,350	\$291,350	\$291,325	\$25
<i>Principal Expense - 11/01</i>	\$180,000	\$180,000	\$190,000	(\$10,000)
<i>Principal Expense - 11/01 (Prepayment)</i>	\$25,000	\$25,000	\$45,000	(\$20,000)
<i>Interest Expense - 05/01</i>	\$287,300	\$287,300	\$285,925	\$1,375
<i>Principal Expense - 05/01 (Prepayment)</i>	\$0	\$0	\$140,000	(\$140,000)
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$783,650</b>	<b>\$783,650</b>	<b>\$952,250</b>	<b>(\$168,600)</b>
<b><u>OTHER SOURCES/(USES)</u></b>				
<i>Interfund Transfer In/(Out)</i>	\$0	\$0	\$0	\$0
<b><i>TOTAL OTHER SOURCES AND USES</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><i>EXCESS REVENUES (EXPENDITURES)</i></b>	<b>(\$11,842)</b>		<b>\$78,512</b>	
<b><i>FUND BALANCE - Beginning</i></b>	<b>\$512,248</b>		<b>\$921,897</b>	
<b><i>FUND BALANCE - Ending</i></b>	<b>\$500,407</b>		<b>\$1,000,409</b>	



***Bannon Lakes***  
***Community Development District***  
***CAPITAL PROJECTS FUND***  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2020*

	Series 2016
<b><u>REVENUES:</u></b>	
Developer Contribution	\$22,749
Interest Income	\$0
<b>TOTAL REVENUES</b>	<b>\$22,749</b>
<b><u>EXPENDITURES:</u></b>	
Capital Outlay	\$21,403
<b>TOTAL EXPENDITURES</b>	<b>\$21,403</b>
<b><u>OTHER SOURCES/(USES)</u></b>	
Interfund Transfer In (Out)	\$0
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$1,345</b>
<b>FUND BALANCE - Beginning</b>	<b>(\$1,345)</b>
<b>FUND BALANCE - Ending</b>	<b>\$0</b>



***Bannon Lakes***  
***Community Development District***  
***Capital Reserve Fund***  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2020*

	<i>Adopted</i>	<i>Prorated</i>	<i>Actual</i>	
	<i>Budget</i>	<i>Thru 09/30/20</i>	<i>Thru 09/30/20</i>	<i>Variance</i>
<b><u>Revenues:</u></b>				
General Fund Transfer In	\$0	\$0	\$50,000	\$50,000
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b><u>Expenditures</u></b>				
Capital Outlay	\$0	\$0	\$16,848	(\$16,848)
Other Current Charges	\$0	\$0	\$100	(\$100)
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,948</b>	<b>(\$16,948)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>		<b>\$33,052</b>	
<b><u>OTHER SOURCES/(USES)</u></b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Change in Fund Balance</b>	<b>\$0</b>		<b>\$33,052</b>	
<b>Fund Balance - Beginning</b>	<b>\$0</b>		<b>\$0</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$33,052</b>	



***Bannon Lakes***  
***Community Development District***  
***Long Term Debt Report***

<b>Series 2016 Special Assessment Bonds</b>		
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
Reserve Balance:		\$384,750.00
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



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# 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
<b>SUBTOTAL ADMIN O&amp;M</b>	<b>142.10</b>	<b>-</b>	<b>59,873.00</b>	<b>59,873.00</b>
LENNAR HOMES, LLC	81	-	67,230.00	67,230.00
<b>SUBTOTAL PLATTED LOTS</b>	<b>81</b>	<b>-</b>	<b>67,230.00</b>	<b>67,230.00</b>
<b>TAX ROLL ASSESSED</b>	<b>455</b>	<b>764,711.77</b>	<b>377,650.00</b>	<b>1,142,361.77</b>
<b>TOTAL ASSESSED</b>	<b>678</b>	<b>764,711.77</b>	<b>504,752.99</b>	<b>1,269,464.76</b>

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

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 ANTICIPATED ISSUE DURING FY20

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

### TAX ROLL RECEIPTS

DISTRIBUTION	DATE	SERIES 2016 DEBT SERVICE RECEIVED	O&M 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
INTEREST (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
TAX CERTIFICATES	06/10/20	3,625.53	1,790.46	5,415.99
INTEREST	07/10/20	-	14.25	14.25
11	07/13/20	-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>767,226.39</b>	<b>378,906.08</b>	<b>1,146,132.47</b>

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



*C.*



# *Bannon Lakes Community Development District*

## *Check Run Summary*

*7/1/20 - 9/30/20*

<i>Date</i>	<i>Check Numbers</i>	<i>Amount</i>	<i>Amount</i>
<i>General Fund</i>			
<i>7/1/20 - 7/31/20</i>	<i>673-685</i>	<i>\$ 33,308.86</i>	
<i>8/1/20 - 8/31/20</i>	<i>686-703</i>	<i>\$ 35,420.18</i>	
<i>9/1/20 - 9/30/20</i>	<i>704-730</i>	<i>\$ 68,942.20</i>	
	<i>Total Checks</i>		<i>\$ 137,671.24</i>
<i>Capital Reserve</i>			
<i>7/1/20 - 7/31/20</i>	<i>3-4</i>	<i>\$ 9,006.95</i>	
			<i>\$ 9,006.95</i>
<i>7/1/20</i>	<i>FL Pool Permit</i>	<i>\$ 350.35</i>	
<i>7/19/20</i>	<i>St Johns County Utility Dept</i>	<i>\$ 2,574.48</i>	
<i>7/20/20</i>	<i>AT&amp;T</i>	<i>\$ 200.43</i>	
<i>7/24/20</i>	<i>FPL</i>	<i>\$ 1,966.01</i>	
<i>7/28/20</i>	<i>AT&amp;T</i>	<i>\$ 217.95</i>	
<i>8/18/20</i>	<i>St Johns County Utility Dept</i>	<i>\$ 2,805.69</i>	
<i>8/19/20</i>	<i>AT&amp;T</i>	<i>\$ 219.39</i>	
<i>8/24/20</i>	<i>FPL</i>	<i>\$ 1,974.74</i>	
<i>8/28/20</i>	<i>AT&amp;T</i>	<i>\$ 217.95</i>	
<i>9/18/20</i>	<i>St Johns County Utility Dept</i>	<i>\$ 1,921.18</i>	
<i>9/22/20</i>	<i>AT&amp;T</i>	<i>\$ 212.97</i>	
<i>9/25/20</i>	<i>FPL</i>	<i>\$ 2,012.30</i>	
<i>9/29/20</i>	<i>AT&amp;T</i>	<i>\$ 217.95</i>	
	<i>Total Paid Electronically</i>		<i>\$ 14,891.39</i>
<i>Total General Fund</i>			<i>\$ 161,569.58</i>

*\* Fedex Invoices will be available upon request*



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/01/20	00044	3/20/20 03202020	202006 320-57200-49400	OUTDOOR MOVIE	*	350.00	
				BOUNCER, SLIDES, AND MORE INC.			350.00 000673
7/01/20	00013	6/29/20 10351	202006 330-57200-46210	REPAIR HOG DAMAGE	*	1,245.00	
				LANDCARE GROUP, INC.			1,245.00 000674
7/01/20	00018	6/16/20 68700106	202007 320-57200-45800	JUL REFUSE	*	314.27	
				REPUBLIC SERVICES #687			314.27 000675
7/01/20	00014	6/22/20 90	202005 320-57200-45310	MAY JANITORIAL SUPPLIES	*	406.04	
		6/22/20 90	202005 320-57200-60000	MAY REPAIR/MAINTENANCE	*	1,650.39	
				RIVERSIDE MANAGMENT SERVICES, INC			2,056.43 000676
7/09/20	00003	7/01/20 65	202007 310-51300-34000	JUL MANAGEMENT FEES	*	3,750.00	
		7/01/20 65	202007 310-51300-53000	JUL WEBSITE ADMIN	*	100.00	
		7/01/20 65	202007 310-51300-35100	JUL INFORM TECHNOLOGY	*	144.42	
		7/01/20 65	202007 310-51300-31600	JUL DISSEMINATION SERVICE	*	291.67	
		7/01/20 65	202007 310-51300-51000	OFFICE SUPPLIES	*	.75	
		7/01/20 65	202007 310-51300-42000	POSTAGE	*	19.80	
		7/01/20 65	202007 310-51300-42500	COPIES	*	32.85	
				GOVERNMENTAL MANAGEMENT SRVCS LLC			4,339.49 000677
7/09/20	00012	7/05/20 20034	202007 310-51300-31200	ABRT SE 2016 FYE 12/31/19	*	600.00	
				GRAU & ASSOCIATES			600.00 000678
7/09/20	00013	7/01/20 10449	202007 330-53800-46200	JUL LANDSCAPE MAINTENANCE	*	12,642.14	
				LANDCARE GROUP, INC.			12,642.14 000679
7/16/20	00012	7/03/20 19870	202007 310-51300-32200	AUDIT FYE 9/30/2019	*	1,300.00	
				GRAU & ASSOCIATES			1,300.00 000680

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CHECK		VEND#	.....INVOICE.....		...EXPENSED TO...		VENDOR NAME		STATUS	AMOUNT	....CHECK.....	
DATE			DATE	INVOICE	YRMO	DPT ACCT#	SUB	SUBCLASS			AMOUNT	#
7/16/20	00005		6/30/20	115748	202005	310-51300-31500			*	971.00		
				MAY GENERAL COUNSEL								
								HOPPING GREEN & SAMS			971.00	000681
7/16/20	00059		7/15/20	2227	202007	320-57200-49400			*	500.00		
				MOVIE NIGHT 7/24/20								
								KONA-IVE OF ST AUGUSTINE			500.00	000682
7/16/20	00017		7/01/20	515549	202007	330-53800-46800			*	650.00		
				JUL LAKE MAINTENANCE								
								LAKE DOCTORS, INC.			650.00	000683
7/16/20	00013		6/30/20	10563	202006	330-53800-46400			*	250.20		
				JUN IRRIGATION SERVICES								
								LANDCARE GROUP, INC.			250.20	000684
7/16/20	00014		7/01/20	89	202007	320-57200-45300			*	583.33		
				JUL JANITORIAL SERVICES								
			7/01/20	89	202007	320-57200-45200			*	910.50		
				JUL POOL MAINTENANCE								
			7/01/20	89	202007	320-57200-46001			*	1,596.50		
				JUL CONTRACT ADMIN								
			7/01/20	89	202007	320-57200-34000			*	5,000.00		
				JUL FACILITY MANAGEMENT								
								RIVERSIDE MANAGMENT SERVICES, INC			8,090.33	000685
8/03/20	00060		7/24/20	202161	202007	320-57200-60000			*	80.00		
				REPLACE ZIPPER IN CUSHION								
								POMPANETTE CANVAS AND UPHOLSTERY			80.00	000686
8/03/20	00014		7/17/20	91	202006	320-57200-60000			*	860.63		
				JUN FACILITY MAINTENANCE								
			7/17/20	91	202006	320-57200-60000			*	226.21		
				MAINTENANCE SUPPLIES								
								RIVERSIDE MANAGMENT SERVICES, INC			1,086.84	000687
8/07/20	00017		8/01/20	521781	202008	330-53800-46800			*	650.00		
				AUG LAKE MAINTENANCE								
								LAKE DOCTORS, INC.			650.00	000688
8/07/20	00013		8/01/20	10696	202008	330-53800-46200			*	12,642.14		
				AUG LANDSCAPE MAINTENANCE								
								LANDCARE GROUP, INC.			12,642.14	000689
8/07/20	00018		7/16/20	687-1073	202008	320-57200-45800			*	315.01		
				AUG REFUSE								
								REPUBLIC SERVICES #687			315.01	000690
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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/14/20	00030	6/23/20 1036774	202006 320-57200-54500	JUN PEST CONTROL	*	150.00	
				FREEDOM PEST CONTROL			150.00 000691
8/14/20	00030	6/23/20 1037031	202006 320-57200-54500	RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			100.00 000692
8/14/20	00030	7/20/20 1039405	202007 320-57200-54500	JUL PEST CONTROL	*	150.00	
				FREEDOM PEST CONTROL			150.00 000693
8/14/20	00030	7/20/20 1039617	202007 320-57200-54500	RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			100.00 000694
8/14/20	00003	8/01/20 66	202008 310-51300-34000	AUG MANAGEMENT FEES	*	3,750.00	
		8/01/20 66	202008 310-51300-53000	AUG WEBSITE ADMIN	*	100.00	
		8/01/20 66	202008 310-51300-35100	AUG INFORM TECHNOLOGY	*	144.42	
		8/01/20 66	202008 310-51300-31600	AUG DISSEMINATION SERVICE	*	291.67	
		8/01/20 66	202008 310-51300-51000	OFFICE SUPPLIES	*	2.83	
		8/01/20 66	202008 310-51300-42000	POSTAGE	*	61.62	
		8/01/20 66	202008 310-51300-42500	COPIES	*	55.80	
				GOVERNMENTAL MANAGEMENT SRVCS LLC			4,406.34 000695
8/14/20	00013	7/31/20 10763	202007 330-53800-46400	JUL IRRIGATION MAINTEN	*	277.50	
				LANDCARE GROUP, INC.			277.50 000696
8/14/20	00019	7/13/20 13129559	202007 320-57200-45210	JUL POOL CHEMICALS	*	465.00	
				POOLSURE			465.00 000697
8/14/20	00014	8/01/20 92	202008 320-57200-45300	AUG JANITORIAL SERVICES	*	583.33	
		8/01/20 92	202008 320-57200-45200	AUG POOL MAINTENANCE	*	910.50	
		8/01/20 92	202008 320-57200-46001	AUG CONTRACT ADMIN	*	1,596.50	

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		8/01/20 92	202008 320-57200-34000		*	5,000.00	
			AUG FACILITY MANAGEMENT				
				RIVERSIDE MANAGMENT SERVICES, INC			8,090.33 000698
8/14/20 00020		8/06/20 20-34655	202008 320-57200-46110		*	1,500.00	
			ACCESS CARDS 24551-24850				
				SECURITY ENGINEERING			1,500.00 000699
8/20/20 00005		7/31/20 116522	202006 310-51300-31500		*	1,182.42	
			JUN GENERAL COUNSEL				
				HOPPING GREEN & SAMS			1,182.42 000700
8/20/20 00014		8/11/20 93	202007 320-57200-45100		*	631.06	
			JUL FACILITY MAINTENANCE				
		8/11/20 93	202007 320-57200-60000		*	2,743.50	
			JUL REPAIR & REPLACEMENT				
				RIVERSIDE MANAGMENT SERVICES, INC			3,374.56 000701
8/20/20 00002		7/06/20 10329118	202007 310-51300-48000		*	350.04	
			NOTICE OF PUBLIC HEARING				
				THE ST AUGUSTINE RECORD			350.04 000702
8/28/20 00044		9/05/20 09052020	202008 300-15500-10000		*	500.00	
			SPECIAL EVENT ON 9/5/20				
				BOUNCER, SLIDES, AND MORE INC.			500.00 000703
9/03/20 00013		9/01/20 10873	202009 330-53800-46200		*	12,642.14	
			SEP LANDSCAPE MAINTENANCE				
				LANDCARE GROUP, INC.			12,642.14 000704
9/03/20 00018		8/16/20 68710803	202009 320-57200-45800		*	422.25	
			SEP REFUSE				
				REPUBLIC SERVICES #687			422.25 000705
9/03/20 00061		8/24/20 1	202008 320-57200-49400		*	1,000.00	
			SIDE HUSTLE PERFORMANCE				
				JORGE LAPLUME DBA SIDE HUSTLE			1,000.00 000706
9/03/20 00062		7/21/20 11851	202007 320-57200-60000		*	1,022.00	
			REPAIRED LEAK/RECHARGED				
				THIGPEN HEATING AND COOLING INC.			1,022.00 000707
9/03/20 00062		7/23/20 11952	202007 320-57200-60000		*	147.00	
			REPAIRED AC UNIT/LABOR				
				THIGPEN HEATING AND COOLING INC.			147.00 000708

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
9/03/20	00062	8/04/20 12365	202008 320-57200-60000	REPAIR/PARTS AC UNIT	*	267.00	
				THIGPEN HEATING AND COOLING INC.			267.00 000709
9/03/20	00062	8/06/20 12466	202008 320-57200-60000	INSTALLED SENSI THERMOST	*	597.00	
				THIGPEN HEATING AND COOLING INC.			597.00 000710
9/11/20	00035	8/20/20 200814	202008 320-57200-60000	TROUBLESHOOT POOL LIGHTS	*	264.00	
				BEACON ELECTRICAL CONTRACTORS, INC			264.00 000711
9/11/20	00006	9/01/20 11570	202009 300-15500-10000	FY21 INSURANCE RENEWAL	*	21,500.00	
				EGIS INSURANCE ADVISORS LLC			21,500.00 000712
9/11/20	00030	8/07/20 1040593	202008 320-57200-54500	ANNUAL TERMITE CTRL RENEW	*	350.00	
				FREEDOM PEST CONTROL			350.00 000713
9/11/20	00030	8/07/20 1040595	202008 320-57200-54500	ANNUAL TERMITE CTRL RENEW	*	200.00	
				FREEDOM PEST CONTROL			200.00 000714
9/11/20	00030	8/27/20 1041871	202008 320-57200-54500	AUG PEST CONTROL	*	150.00	
				FREEDOM PEST CONTROL			150.00 000715
9/11/20	00030	8/27/20 1042117	202008 320-57200-54500	RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			100.00 000716
9/11/20	00003	9/01/20 67	202009 310-51300-34000	SEP MANAGEMENT FEES	*	3,750.00	
		9/01/20 67	202009 310-51300-53000	SEP WEBSITE ADMIN	*	100.00	
		9/01/20 67	202009 310-51300-35100	SEP INFORM TECHNOLOGY	*	144.42	
		9/01/20 67	202009 310-51300-31600	SEP DISSEMINATION SERVICE	*	291.67	
		9/01/20 67	202009 310-51300-51000	OFFICE SUPPLIES	*	.24	
		9/01/20 67	202009 310-51300-42000	POSTAGE	*	4.00	
		9/01/20 67	202009 310-51300-42500	COPIES	*	34.20	

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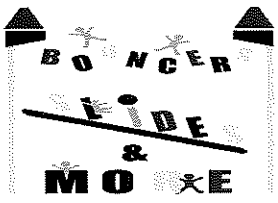
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		9/01/20 67	202009 310-51300-41000		*	9.38	
		TELEPHONE		GOVERNMENTAL MANAGEMENT SRVCS LLC			4,333.91 000717
9/11/20 00017		9/01/20 528054	202009 330-53800-46800		*	650.00	
		SEP LAKE MAINTENANCE		LAKE DOCTORS, INC.			650.00 000718
9/11/20 00060		7/24/20 202161A	202007 320-57200-60000		*	79.57	
		BALANCE REPLACE ZIPPEPS		POMPANETTE CANVAS AND UPHOLSTERY			79.57 000719
9/11/20 00019		8/11/20 13129559	202008 320-57200-45210		*	885.00	
		AUG POOL CHEMICALS		POOLSURE			885.00 000720
9/11/20 00014		9/01/20 94	202009 320-57200-45300		*	583.33	
		SEP JANITORIAL SERVICES			*	910.50	
		9/01/20 94	202009 320-57200-45200		*	1,596.50	
		SEP POOL MAINTENANCE			*	5,000.00	
		9/01/20 94	202009 320-57200-46001		*		
		SEP CONTRACT ADMIN			*		
		9/01/20 94	202009 320-57200-34000		*		
		SEP FACILITY MANAGEMENT		RIVERSIDE MANAGMENT SERVICES, INC			8,090.33 000721
9/11/20 00061		9/07/20 2	202009 320-57200-49400		*	250.00	
		SIDE HUSTLE PERFORMANCE		JORGE LAPLUME DBA SIDE HUSTLE			250.00 000722
9/18/20 00029		6/30/20 2020-328	202009 300-13100-10100		*	3,850.00	
		REQ #145		CLARY & ASSOCIATES, INC.			3,850.00 000723
9/18/20 00029		6/30/20 2020-328	202009 300-13100-10100		*	9,600.00	
		REQ #146		CLARY & ASSOCIATES, INC.			9,600.00 000724
9/18/20 00063		8/15/20 223902	202008 320-57200-60000		*	517.00	
		CLEARED MAIN DRAIN LINE		FENWICK SERVICES			517.00 000725
9/25/20 00030		9/22/20 1044352	202009 320-57200-54500		*	150.00	
		SEP PEST CONTROL		FREEDOM PEST CONTROL			150.00 000726

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
9/25/20	00030	9/22/20 1044582	202009 320-57200-54500	RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			100.00 000727
9/25/20	00013	8/31/20 10960	202008 330-53800-46400	AU IRRIGATION MAINTENANCE	*	252.50	
				LANDCARE GROUP, INC.			252.50 000728
9/25/20	00019	9/14/20 13129559	202009 320-57200-45210	SEP POOL CHEMICALS	*	742.50	
				POOLSURE			742.50 000729
9/25/20	00019	9/17/20 13129559	202009 320-57200-45210	SEP POOL CHEMICALS	*	780.00	
				POOLSURE			780.00 000730
TOTAL FOR BANK A						137,671.24	
TOTAL FOR REGISTER						137,671.24	



		Bouncers, Slides, and More Inc. 1915 Bluebonnet Way Fleming Island, FL 32003		Invoice Date: 20 March, 2020 Invoice No.: 03202020.02		
<u>Name / Address</u> Attn: Robin Nixon Bannon Lakes 435 Bannon Lakes Blvd. St Augustine, FL 32092 BannonManager@RMSNF.c		Additional Details: <b>RECEIVED</b> JUN 25 2020				
	<u>Description</u>	<u>Quantity</u>	<u>Rate</u>	<u>Discount</u>	<u>Subtotal</u>	<u>Extended</u>
1	Outdoor Movie	1	\$450.00	20%	\$350.00	\$350.00
2						
3						
4						
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9						
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11						
12						
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14						
15						
16						
17						
18						
19						
20						
<u>Comments:</u>		<b>Subtotal</b>				\$350.00
		<b>Sales Tax (0.0%)</b>				N/A
		<b>Total</b>				\$350.00

44 (A) 1,320,572.494





# Invoice

Terms	Date	Invoice #
Net 30	6/29/2020	10351

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

RECEIVED

JUN 29 2020

Project			Project #
Repair Lake Bank			M101
Description	Quantity	Rate	Amount
Repair hog damage on lake bank behind Rock Spring Loop.			
Sod, Bahia Pallet 450 SF	1.5	265.00	397.50
Machine, Skid Steer Hours w/ Operator	1.5	125.00	187.50
Labor, General	16	35.00	560.00
Dump Fee Per Trip	1	100.00	100.00
~~~~~ REVISION 1 ~~~~~ June 29, 2020 per TJ > Decreased quantity of Bahia Pallet 450 SF from 3 to 1.5. Decreased price of Bahia Pallet 450 SF from \$795.00 to \$397.50. (-\$397.50) Total change to estimate -\$397.50 ~~~~~			
<p>13 (A) 1,380, 572.46210</p>			
Attn. Brian Stephens		<b>Total</b>	\$1,245.00
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$1,245.00





**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

**Customer Service** (904) 731-2456  
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**

3-0687-0010861

**Invoice Number**

0687-001066583

**Invoice Date**

June 16, 2020

**Previous Balance**

\$315.78

**Payments/Adjustments**

-\$315.78

**Current Invoice Charges**

\$314.27

**Total Amount Due**

**\$314.27**

**Payment Due Date**

**July 06, 2020**

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 06/11	663	-\$315.78

**CURRENT INVOICE CHARGES**

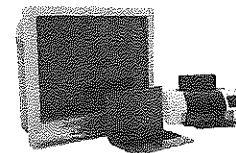
Description	Reference	Quantity	Unit Price	Amount
Bannon Lakes Cdd 435 Bannon Lakes Dr CSA A172389154 St. Augustine, FL Contract: 9687022 (C51) 1 Waste Container 6 Cu Yd, 1 Lift Per Week Pickup Service 07/01-07/31			\$228.54	\$228.54
Administrative Fee				\$5.95
Total Fuel/Environmental Recovery Fee				\$65.17
Total Franchise - Local				\$14.61
<b>CURRENT INVOICE CHARGES</b>				<b>\$314.27</b>

180 1,320.572.458

JUN 25 2020

**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



L2RCACD TTL 017889 11111111111111111111 001 001 035781 21681355.1



**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

L2RCACD TTL 017889



BANNON LAKES CDD  
LOUIS COWLING  
475 W TOWN PL  
STE 114  
ST AUGUSTINE FL 32092-3648



**Total Amount Due**

**\$314.27**

**Payment Due Date**

**July 06, 2020**

**Account Number**

**3-0687-0010861**

**Invoice Number**

**0687-001066583**



For Billing Address Changes,  
Check Box and Complete Reverse.

Make Checks Payable To:



REPUBLIC SERVICES #687  
PO BOX 9001099  
LOUISVILLE KY 40290-1099

30687001086100000010665830000314270000314273



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

# Invoice

RECEIVED

JUN 25 2020

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

Invoice #: 90  
Invoice Date: 6/22/2020  
Due Date: 6/22/2020  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2020		1,209.71	1,209.71
Maintenance Supplies		846.72	846.72
<i>B. Steph 6-23-20</i>			
<i>Janitorial Supplies - \$406.04</i>			
<i>001.320.57200.45310</i>			
<i>Repairs + Maint. - \$1650.39</i>			
<i>001.320.57200.6000</i>			
<i>14</i>			
Total			\$2,056.43
Payments/Credits			\$0.00
Balance Due			\$2,056.43



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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/4/20	3	C.N.	Checked and changed trash receptacles in common areas, removed debris in common areas, scrubbed basketball courts, repaired tennis court nets, cleaned spider webs from under sitting areas between office and clubhouse
5/5/20	3	K.H.	Replaced all trash receptacle liners, removed debris at entrances, all common areas, along roadways and amenity center, dusted amenity center for spider webs and eggs, replaced and emptied dog pots, brought "Big Ass Fan" parts to shop to send back
5/5/20	3	J.S.	Rearranged patio furniture, removed debris in common areas and parks, checked and changed trash receptacles at dog parks, common areas and pool, sprayed for bugs around facility, reslocked dog pots, dusted off patio for spider webs and wasps, started working on repairing water fountain
5/7/20	1.5	K.H.	Repaired water fountain in social hall, removed bird waste stains from tennis and basketball courts, repaired windscreen on tennis courts, picked up supplies
5/7/20	1.5	J.S.	Repaired water fountain, cleaned bird waste from tennis and basketball courts, repaired windscreen at tennis courts, dusted spider webs on patio, installed sign, picked up supplies
5/12/20	4	K.H.	Picked up supplies, repaired weather stripping on social hall doors, sprayed chlorine and scrubbed windowsills and bottoms of building, repaired windscreens on tennis courts, checked and changed all trash receptacles and dog pots, removed debris at amenity center, along roadways and common areas
5/12/20	4	J.S.	Sprayed chlorine all around facility on algae spots and spider webs and then rinses, checked and changed all trash receptacles in common areas and dog park, installed light in bathroom, re-tied windscreens, picked up supplies, removed debris throughout community
5/15/20	1	C.N.	Repaired pool light that was hanging off the wall
5/19/20	8	K.H.	Picked up supplies, repaired drain plug in sink in women's bathroom, placed ant killer on ant beds around amenity center, attempted to remount baby changing station, repaired windscreens at tennis court, replaced and emptied dog pots, checked and changed all trash receptacles in common areas and dog park, removed debris at all entrances, common areas, along roadways and amenity center
6/26/20	4	K.H.	Re-hung baby changing station, dusted amenity center buildings for spider webs and eggs, repaired windscreen on tennis courts, removed debris at all entrances, all common areas, along roadways and amenity center, checked and changed all trash receptacles
TOTAL	<u>33</u>		
MILES	<u>123</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445



**MAINTENANCE BILLABLE PURCHASES**

Period Ending 06/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL				
BANNON LAKES	5/12/20	Replacement Lights for Bathroom (2)	22.86	K.H.
	5/18/20	Diversey Virex II Disinfectant	51.19	F.S.
	5/18/20	Spray Bottles (2)	13.75	F.S.
	5/19/20	1/4" Strap Toggle Bolts	9.51	K.H.
	5/19/20	1/4" Drywall Anchors (2)	21.71	K.H.
	5/19/20	Washers (4)	0.60	K.H.
	5/19/20	Bolt & Nut Combo	1.36	K.H.
	5/19/20	Drywall Repair Kit	10.10	K.H.
	5/19/20	Sand Paper	5.72	K.H.
	5/19/20	Fire Ant Killer	4.34	K.H.
	5/19/20	1/4" Drywall Toggle Bolts 6pk	9.51	K.H.
	5/19/20	1/4x3" Drywall Toggle Bolts 4pk	10.86	K.H.
	5/19/20	5/8" Roundhead Drywall Anchor Screws	1.36	K.H.
	5/21/20	Keys (5)	13.74	T.C.
	5/26/20	Contractor Trash Bags	14.69	B.M.
	5/26/20	HDX 33-39 Gal Trash Bags	16.07	T.C.
	5/26/20	HDX 33-39 Gal Trash Bags	16.07	T.C.
	5/26/20	Spectracide Weed killer	9.17	T.C.
	5/26/20	Fire Ant Killer (2) @ 3.77	8.67	T.C.
	5/26/20	Roller Cover	5.60	T.C.
	5/27/20	Floor Mat (2)	25.88	B.S.
	5/27/20	Bar Keepers Friend	3.78	B.S.
	6/2/20	Gas Leaf Blower with 2 yr Protection Plan	105.77	K.H.
	6/2/20	Zip Ties 1000pk	30.85	K.H.
	6/2/20	20" Brush	8.03	K.H.
	6/2/20	Gorilla Glue	5.72	K.H.
	6/2/20	Dog Waste Bags 2000 bags	109.51	K.H.
	6/2/20	Germisept Gym Wipes 4 rolls 3200wipes (2)	273.70	K.H.
	6/4/20	30 Rolls of Toilet Paper	36.64	F.S.
			0.00	
		TOTAL	<u>\$846.72</u>	



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 65

Invoice Date: 7/1/20

Due Date: 7/1/20

Case:

P.O. Number:

**Bill To:**

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

**RECEIVED**

JUL 02 2020

Description	Hours/Qty	Rate	Amount
Management Fees - July 2020 1.310.513.340		3,750.00	3,750.00
Website Administration - July 2020 530		100.00	100.00
Information Technology - July 2020 351		144.42	144.42
Dissemination Agent Services - July 2020 316		291.67	291.67
Office Supplies 570		0.75	0.75
Postage 420		19.80	19.80
Copies 445		32.85	32.85
3 (A)			
Total			\$4,339.49
Payments/Credits			\$0.00
Balance Due			\$4,339.49



# Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

RECEIVED Fax: 561-994-5823

Bannon Lakes Community Development District  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771

JUL 07 2020

Invoice No. 20034  
Date 07/05/2020

## SERVICE

## AMOUNT

Arbitrage Series 2016 FYE 12/31/2019

\$ 600.00

Current Amount Due

\$ 600.00

12 (A) 1,310.575, 312

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,900.00	0.00	0.00	0.00	0.00	1,900.00

Payment due upon receipt.





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

# Invoice

Terms	Date	Invoice #
Net 30	7/1/2020	10449

RECEIVED

JUL 01 2020

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

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of July  13 (A) 1,320,538.462	1	12,642.14	12,642.14
Thank you for your business!		Total	\$12642.14
		Payments/Credits	\$0.00
		Balance Due	\$12,642.14



# Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Bannon Lakes Community Development District  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771

RECEIVED

JUL 10 2020

Invoice No. 19870  
Date 07/03/2020

---

## SERVICE

## AMOUNT

Audit FYE 09/30/2019

\$ 1,300.00

Current Amount Due

\$ 1,300.00

12 @

1,310,573,322

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,300.00	0.00	0.00	0.00	0.00	1,300.00

Payment due upon receipt.



# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

50  
1,810,573.815

===== STATEMENT =====

June 30, 2020

Bannon Lakes Community Development District  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Bill Number 115748  
Billed through 05/31/2020

REC-111

JUL 15 1

## General Counsel

BLCDD 00001 WSH

### FOR PROFESSIONAL SERVICES RENDERED

05/01/20	WSH	Confer with Lancaster and Oliver regarding re-opening facilities; review and revise correspondence to residents; review correspondence from residents.	1.10 hrs
05/01/20	JLK	Continued research on phase 1 and 2 opening regulations and issues: review summer camp and youth sports program parameters and ADA questions.	0.20 hrs
05/03/20	JJ	Follow up research regarding meeting protocols and notices during phase 1 of reopening plan.	0.10 hrs
05/04/20	WSH	Review agenda and confer with Oliver regarding May meeting.	0.40 hrs
05/05/20	WSH	Prepare for board meeting; confer with Oliver regarding same.	0.40 hrs
05/06/20	WSH	Prepare for and participate in board meeting.	0.90 hrs
05/15/20	WSH	Review and respond to correspondence regarding re-opening fitness facilities.	0.40 hrs
Total fees for this matter			\$971.00

### MATTER SUMMARY

Johnson, Jonathan T.	0.10 hrs	320 /hr	\$32.00
Kilinski, Jennifer L.	0.20 hrs	295 /hr	\$59.00
Haber, Wesley S.	3.20 hrs	275 /hr	\$880.00

TOTAL FEES \$971.00

### **TOTAL CHARGES FOR THIS MATTER**

**\$971.00**

### BILLING SUMMARY

Johnson, Jonathan T.	0.10 hrs	320 /hr	\$32.00
Kilinski, Jennifer L.	0.20 hrs	295 /hr	\$59.00
Haber, Wesley S.	3.20 hrs	275 /hr	\$880.00



=====	
TOTAL FEES	\$971.00
-----	
<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$971.00</b>

**Please include the bill number with your payment.**





RECEIVED

Kona-Ice of St Augustine

904-829-7291

rdendler@kona-ice.com

JUL 15 2020

RECEIVED

JUL 15 2020

Invoice #2227

## Kona Ice 7/24/20 Movie Night

Kona Ice visit 7/24/2020 movie night. \$500.00 includes first 200 Kona Classic cups. Bannon Lakes HOA will provide tickets for the residents' to redeem at Kona Ice truck on 7/24/2020. Once the 200 limit has been reached, the residents' will be responsible for any additional purchases.

**Bill To**

Bre  
Bannon Lakes  
bannonmanager@rmsnf.com  
904-907-4070  
435 Bannon Lakes Blvd  
St Augustine, FL 32086

**Invoice Details**

PDF created July 15, 2020  
\$500.00

**Payment**

Due July 14, 2020  
\$500.00

Item	Quantity	Price	Amount
Movie night 7/24/2020 8pm-10pm. Includes the first 200 Kona Classic cup	1	\$500.00	\$500.00
Subtotal			\$500.00
<b>Total Due</b>			<b>\$500.00</b>

108 Moultrie Crossing Ln  
St. Augustine, FL 32086

59  
1,322.52.494

**Pay online**

To pay your invoice go to <https://gosq.me/u/99kj6kLm>

Or open your camera on your mobile device, and place the code on the left within the camera's view.



# INVOICE



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

Invoice #	515549
Account #	723475
Invoice Date	7/1/2020
Due Date	7/11/2020
Rep	MAS

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) Water Mgmt Serv - Additional Area Added Effective December 2019	475.00 175.00
<p>1/7 @ 1,330,538,468</p> <p>JUL 08 2020</p>		
<b>Customer Total Balance</b>		\$650.00
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> \$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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	515549
Account #	723475
Date	7/1/2020

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

**For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).**

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



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





Irrigation • Landscape • Maintenance

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

# Invoice

Terms	Date	Invoice #
Net 30	6/30/2020	10563

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

RECEIVED

JUL 13 2020

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for June - see attached list.  1/8 (A) 1,380,538,464	1	250.20	250.20
Thank you for your business!		<b>Total</b>	\$250.20
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$250.20



**Bannon Lakes CDD**

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
6/3	Front berm	3' - 1/2" drip tubing, (4) 1/2" poly couplings	\$ 5.50	\$ 35.00	\$ 40.50
6/11	A/C	(2) 6" pop-ups, RB nozzle, MPR nozzle	\$ 43.00	\$ 17.50	\$ 60.50
	A/C leak	6" pop-up, MRP nozzle, 1/2" 90°, 1/2" Tee, 1/2" coupling, 1' - 1/2 pipe, 1' - 1/2" flex	\$ 27.70	\$ 35.00	\$ 62.70
6/12	Bannon Lakes Blvd.	(5) MPR nozzles, poly coupling, (3) 1/2" couplings	\$ 51.50	\$ 35.00	\$ 86.50
Total Due					\$ 250.20



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

# Invoice

Invoice #: 89  
Invoice Date: 7/1/2020  
Due Date: 7/1/2020  
Case:  
P.O. Number:

RECEIVED

JUL 08 2020

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Janitorial Services - July 2020 320,572,4530		583.33	583.33
Pool Maintenance Services - July 2020 320,572,4520		910.50	910.50
Contract Administration - July 2020 320,572,46001		1,596.50	1,596.50
Facility Management - Bannon Lakes - July 2020 320,572,3400		5,000.00	5,000.00
<div>14 (A)</div>			
Total			\$8,090.33
Payments/Credits			\$0.00
Balance Due			\$8,090.33

RHW  
7,1,20



# WORK ORDER / INVOICE

202161

☐ Estimate ☐ Invoice



**Pompanette Canvas and Upholstery**  
404 S. Riberia Street, St. Augustine, FL 32084  
Tel: 904-429-3968 Fax: 904-824-9755

QTY	ITEM/PART DESC.	UNIT
3	30" zipper	4
TOTAL MATERIALS		12

NAME <b>Bre Meeks</b>		DATE <b>7/24/20</b>
ADDRESS		DATE ORDERED
CITY	STATE	DATE SCHEDULED
ZIP		PHONE <b>904-487-9941</b>
WORK ORDERED BY <b>bannonmanager@rmsnf.com</b>		
MAKE	MODEL	SERIAL #
<input type="checkbox"/> WARRANTY <input type="checkbox"/> CONTRACT <input type="checkbox"/> SERVICE CONTRACT <input type="checkbox"/> NORMAL <input type="checkbox"/> RES. <input type="checkbox"/> COMM. <input type="checkbox"/>		

## DESCRIPTION OF WORK

## SERVICE

(3x) replace zippers in cushions  
and restuff

147 57

1-32-572-60  
60

RECEIVED

JUL 24 2020

## RECOMMENDATIONS

I HEREBY AUTHORIZE THE ABOVE WORK TO BE DONE AS SO ORDERED AND OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL COMPLETE PAYMENT HAS BEEN MADE. IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER HAS THE RIGHT TO REMOVE EQUIPMENT AND MATERIAL WITHOUT BEING HELD RESPONSIBLE FOR ANY DAMAGES RESULTING FROM THE REMOVAL OF EQUIPMENT.

X

ABOVE ORDERED WORK HAS BEEN COMPLETED AND I ACKNOWLEDGE RECEIPT OF MY COPY.

## OTHER CHARGES

TOTAL MATERIALS

TOTAL LABOR

TAX

TOTAL

12 -  
147 57  
10 37  
169 94

Thank You

\$80.00 Deposit



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

# Invoice

RECEIVED

Bill To:

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

JUL 24 2020

Invoice #: 91  
Invoice Date: 7/17/2020  
Due Date: 7/17/2020  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2020		860.63	860.63
Maintenance Supplies		226.21	226.21
<i>B. Stept 7.21.20</i> <i>Repairs &amp; Maint.</i> <i>001.320.57200.6000</i> <i>14</i>			
Total			\$1,086.84
Payments/Credits			\$0.00
Balance Due			\$1,086.84



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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/2/20	6	K.H.	Raked mulch under swing set, dusted both building for spider webs, picked up supplies, repaired windscreens on tennis courts, sanded and painted wall around baby changing station in women's bathroom, blew leaves and debris off basketball and tennis courts, sidewalk and patio, removed debris at all entrances, all common areas, along roadways and amenity center, checked and changed all trash receptacles
6/9/20	4.5	K.H.	Picked up supplies, replaced old A/C filters in buildings, raked mulch into ruts under swings, blew leaves and debris off basketball and tennis courts, park, sidewalks and patio, replaced all trash receptacle liners and dog pots, dusted all buildings for spider webs and eggs, tested chlorine and raised chlorine level in pool
6/16/20	4	K.H.	Replaced basketball nets, removed geese feces from sidewalk by basketball court, raked mulch into ruts under swing set, blew leaves and debris off basketball and tennis courts, pavilion, patio and sidewalks, dusted main building under pavilion for spider webs, removed algae off building and signs, adjusted hinge in women's bathroom, bleach washed basketball backboard, tightened locking hinge on pool gate, repaired windscreen on tennis courts, replaced trash receptacles liners on all trash receptacles and dog pots
6/23/20	4.5	K.H.	Bleach wash half inside of dog park fence, dusted main building for spider webs, repaired latch on gate of pool, attempted to wash duck/bird feces on basketball and tennis courts, applied insecticide to ant mounds on pool deck, blew leaves and debris off basketball and tennis courts, park and patio, checked and changed all trash receptacles, changed and restocked dog pots
6/30/20	4	K.H.	Repaired lock on sliding door in social room, repaired loose leg on pool table, checked and changed trash receptacles, spot dust for spider webs on main building, wiped table tops at pavilion, blew leaves and debris off sidewalk, basketball and tennis courts and pavilion, removed debris at amenity center, picked up supplies, repaired windscreen on tennis courts
TOTAL	<u>23</u>		
MILES	<u>125</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445



## Period Ending 07/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL				
BANNON LAKES	6/9/20	18"x24" AC Filter (3)	16.35	K.H.
	6/9/20	16"x25"x1" Filter 2pk	43.63	K.H.
	6/9/20	18"x24" AC Filter	10.90	K.H.
	6/9/20	ZEP Degreaser Spray	2.28	K.H.
	6/11/20	Paper Towels 12 rolls	19.52	K.H.
	6/24/20	20' Telescope Pole	40.22	K.H.
	6/30/20	Tile Scrubber	7.23	B.S.
	6/30/20	Tile Cleaner	16.09	B.S.
	6/30/20	WD-40	5.41	K.H.
	6/30/20	Hangers for Wet Floor Sign (2)	2.53	K.H.
	6/30/20	Washers	1.36	K.H.
	6/30/20	Bolts for Pool Gate (2)	0.64	K.H.
	6/30/20	Lag Bolts (2)	1.08	K.H.
	6/30/20	Microfiber Towels 24pk	10.33	K.H.
	6/30/20	Terry Towels 20pk	11.47	K.H.
	6/30/20	AC Filter	20.67	K.H.
	6/30/20	Hand Soap 128oz	28.61	K.H.
	6/30/20	Stainless Steel Polij	5.73	K.H.
	6/30/20	Stainless Steel Pad 3pk	2.85	K.H.
	6/30/20	16" Squeegee	12.63	K.H.
	6/30/20	Duster Refills 5pk	5.05	K.H.
	7/1/20	Numbers for Occupancy Sign (2)	1.66	K.H.
			0.00	
		TOTAL	\$266.21	



# INVOICE



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

Invoice #	521781
Account #	723475
Invoice Date	8/1/2020
Due Date	8/11/2020
Rep	MAS

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) Water Mgmt Serv - Additional Area Added Effective December 2019	475.00 175.00
<b>Customer Total Balance</b> \$650.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> <b>\$650.00</b>

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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	521781
Account #	723475
Date	8/1/2020

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

**For address and contact updates, please email us at**  
**[Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).**

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



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





# Invoice

Terms	Date	Invoice #
Net 30	8/1/2020	10696

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

RECEIVED

JUL 31 2020

1.33.538.462  
 13

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of August	1	12,642.14	12,642.14
Thank you for your business!		<b>Total</b>	\$12642.14
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$12,642.14





8619 Western Way  
Jacksonville FL 32256-036060

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

### Important Information

It's easy to go paperless! Sign up for Paperless Billing at [RepublicServices.com](http://RepublicServices.com) and enjoy the convenience of managing your account anytime, anywhere, on any device.

<b>Account Number</b>	<b>3-0687-0010861</b>
Invoice Number	0687-001073565
Invoice Date	July 16, 2020
Previous Balance	\$314.27
Payments/Adjustments	-\$314.27
<b>Current Invoice Charges</b>	<b>\$315.01</b>

<b>Total Amount Due</b> <b>\$315.01</b>	<b>Payment Due Date</b> <b>August 05, 2020</b>
--------------------------------------------	---------------------------------------------------

## PAYMENTS/ADJUSTMENTS

<u>Description</u>	<u>Reference</u>	<u>Amount</u>
Payment - Thank You 07/10	675	-\$314.27

### CURRENT INVOICE CHARGES

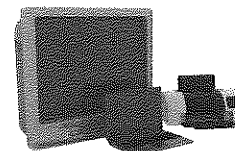
<u>Description</u>	<u>Reference</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
<b>Bannon Lakes Cdd 435 Bannon Lakes Dr CSA A172389154</b>				
<b>St. Augustine, FL Contract: 9687022 (C51)</b>				
<b>1 Waste Container 6 Cu Yd, 1 Lift Per Week</b>				
<b>Pickup Service 08/01-08/31</b>			<b>\$228.54</b>	<b>\$228.54</b>
<b>Administrative Fee</b>				<b>\$5.95</b>
<b>Total Fuel/Environmental Recovery Fee</b>				<b>\$65.87</b>
<b>Total Franchise - Local</b>				<b>\$14.65</b>
<b>CURRENT INVOICE CHARGES</b>				<b>\$315.01</b>

2012-03-20

$$\begin{array}{r} 1.32 \cdot 572 \cdot 458 \\ 18 \end{array}$$

# 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](http://RepublicServices.com/Electronics)



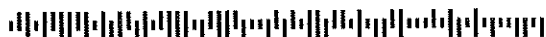
**8619 Western Way  
Jacksonville FL 32256-036060**

**Please Return This  
Portion With Payment**

**Total Enclosed**

Return Service Requested

L2RCACDTVO 014330



BANNON LAKES CDD  
LOUIS COWLING  
475 W TOWN PL  
STE 114  
ST AUGUSTINE FL 32092-3648

Total Amount Due	\$315.01
Payment Due Date	August 05, 2020
Account Number	3-0687-0010861
Invoice Number	0687-001073565



For Billing Address Changes,  
Check Box and Complete Reverse

**Make Checks Payable To:**



REPUBLIC SERVICES #687  
PO BOX 9001099  
LOUISVILLE KY 40290-1099

30687001086100000010735650000315010000315012

L2RCACDTVO 014330 1NNNNNNNNNN NNN NNN 001 001 028663 21684424.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1036774  
DATE: 6/23/2020  
ORDER: 1036774

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	Time	Target Pest	Technician	Time In
6/23/2020	11:59 AM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	7/20/2020		

Lic: JE276424

Service	Description	Price
MONTHLY	Monthly Pest Control	150.00
SUBTOTAL		\$150.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$150.00

AMOUNT DUE \$150.00

*B. H. Sept 8-4-20*  
*Pest Control*  
*001.320.57200.54500*

*30 A*

RECEIVED

AUG 05 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1037031  
DATE: 6/23/2020  
ORDER: 1037031

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	Time	Target Pest	Technician	Time In
6/23/2020	02:07 PM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	7/20/2020		

Marcus Lopez

Lic: JE276424

Service	Description	Price
RODENT	Rodent Control	100.00
SUBTOTAL		\$100.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$100.00

AMOUNT DUE \$100.00

*B. H. Stephens 8-4-20*  
*Pest Control*  
*001.320.57200.54500*  
*70 (A)*

RECEIVED

AUG 05 2020



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1039405  
DATE: 7/20/2020  
ORDER: 1039405

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	Time	Target Pest	Technician	Time In
7/20/2020	03:50 PM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	7/20/2020		
				Lic:JE276424

Service	Description	Price
MONTHLY	Monthly Pest Control	150.00
SUBTOTAL		\$150.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$150.00

AMOUNT DUE \$150.00

*B. Huph 7-21-20*  
*Pest Control*  
*001.320.57200.54500*  
*30 A*

RECEIVED

AUG 05 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



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



## Service Slip/Invoice

INVOICE: 1039617  
 DATE: 7/20/2020  
 ORDER: 1039617

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	Time	Target Pest	Technician	Time In
7/20/2020	03:05 PM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	7/20/2020		
				Lic:JE276424

Service	Description	Price
RODENT	Rodent Control	100.00
SUBTOTAL		\$100.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$100.00

AMOUNT DUE \$100.00

*B. H. Steph*  
 7-21-20  
 Pest Control  
 001.320.57200.54500

*BO A*

RECEIVED

AUG 05 2020

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.

This receipt is provided for the satisfactory completion of all services rendered and is not to be used for payment of services as specified above.



Governmental Management Services, LLC  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 66  
Invoice Date: 8/1/20  
Due Date: 8/1/20  
Case:  
P.O. Number:

**Bill To:**

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

RECEIVED

AUG 06 2020

Description	Hours/Qty	Rate	Amount
Management Fees - August 2020 1,310.573.340		3,750.00	3,750.00
Website Administration - August 2020 530		100.00	100.00
Information Technology - August 2020 857		144.42	144.42
Dissemination Agent Services - August 2020 316		291.67	291.67
Office Supplies 570		2.83	2.83
Postage 420		61.62	61.62
Copies 425		55.80	55.80

30

Total \$4,406.34

Payments/Credits \$0.00

Balance Due \$4,406.34





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	7/31/2020	10763

RECEIVED  
AUG 10 2020

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for July - see attached list.  13 (A) 1,330.538.464	1	277.50	277.50
Attn. Brian Stephens		Total	\$277.50
		Payments/Credits	\$0.00
		Balance Due	\$277.50



**Bannon Lakes CDD**

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
7/10	Amenity Center	(3) MPR nozzles	\$ 30.00	\$ 17.50	\$ 47.50
7/27	Bannon Lakes Blvd.	1" slip-fix, 1" coupling, (2) 1/2" 90°s, 1" x 1/2" Tee, ICD-100, (4) DBYs	\$ 160.00	\$ 70.00	\$ 230.00
<b>Total Due</b>					<b>\$ 277.50</b>





## Invoice

Date  
Invoice #7/13/2020  
131295593969

1707 Townhurst Dr  
Houston TX 77043  
ar@poolsure.com  
800-858-POOL (7665)  
www.poolsure.com

Terms	Net 20
Due Date	8/2/2020
PO #	
Delivery Ticket #	Sales Order #1331265
Delivery Date	7/9/2020
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
115-300	Bleach Minibulk Delivered	250	gal	1.50	375.00
160-050	Pool Acid bulk by Gallon	30	gal	3.00	90.00
<p><i>Bkpt - 7-21-20</i> <i>Pool Chemicals</i> <i>001.320.57200.45210</i> <i>19 @</i> <b>RECEIVED</b> <b>AUG 05 2020</b></p>					

Total 465.00  
Amount Due \$465.00

## Remittance Slip

Customer  
13BAN025  
Invoice #  
131295593969

Amount Due \$465.00

Amount Paid \_\_\_\_\_

Make Checks Payable To  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295593969



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

# Invoice

RECEIVED

**Bill To:**

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

AUG 07 2020

Invoice #: 92  
Invoice Date: 8/1/2020  
Due Date: 8/1/2020  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Janitorial Services - August 2020 320,572,4530		583.33	583.33
Pool Maintenance Services - August 2020 320,572,4520		910.50	910.50
Contract Administration - August 2020 320,572,46001		1,596.50	1,596.50
Facility Management - Bannon Lakes - August 2020 320,572,3400		5,000.00	5,000.00
<div>14 ①</div>			
Total			\$8,090.33
Payments/Credits			\$0.00
Balance Due			\$8,090.33

RHW  
8,3,20



# Invoice

Invoice Number  
20-34655

Invoice Date  
8/6/20

Page  
1

Security Engineering And Designs, Inc.  
3139 Waller Street  
Jacksonville, FL 32254

RECEIVED

AUG 06 2020

Voice: 904-371-4931

Fax: 904-371-4939

**Sold To:**

BANNON LAKES CCD  
475 WEST TOWN PLACE  
STE. 114  
ST. AUGUSTINE, FL 32092

**Site Address:**

BANNON LAKES CCD  
435 BANNON LAKES BLVD.  
ST. AUGUSTINE, FL 32095

Customer ID: BANNON LAKES CCD

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 10 Days		8/16/20

Description	Amount
(300) ACCESS CARDS # 24551- 24850	1,500.00

20 @  
1. 320.572 46110

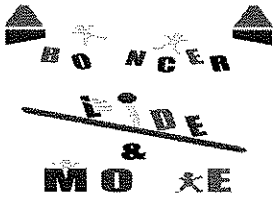
Service Department: 371-4931  
Monitoring Center: 800-318-9486  
Installation: 371-4931

Please include invoice number on payment

20-34655

Subtotal	1,500.00
Sales Tax	
Total Invoice Amount	1,500.00
Payment Received	0.00
<b>TOTAL</b>	<b>1,500.00</b>



		Bouncers, Slides, and More Inc. 1915 Bluebonnet Way Fleming Island, FL 32003		Invoice Date: 05 Sept., 2020 Invoice No.: 09052020.02		
Name / Address Attn: Bre Meeks Bannon Lakes 435 Bannon Lakes Blvd. St Augustine, FL 32092 BannonManager@RMSNF.c		Additional Details: 09/05 AUG 25 2020				
	Description	Quantity	Rate	Discount	Subtotal	Extended
1	50' Double Lane Obstacle	1	\$275.00	20%	\$220.00	\$220.00
2	15' x 15' Bounce House	1	\$130.00	10%	\$120.00	\$120.00
3	Generator	1	\$75.00	35%	\$40.00	\$40.00
4	Onsite Supervision	2	\$60.00	n/a	\$120.00	\$120.00
5						
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13						
14						
15						
16						
17						
18						
19						
20						
Comments:		Subtotal				\$500.00
		Sales Tax (0.0%)				N/A
		Total				\$500.00

44 (A)  
 1,800,155.100



# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

RECEIVED

AUG 17 2020

===== STATEMENT =====

July 31, 2020

Bannon Lakes Community Development District  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Bill Number 116522  
Billed through 06/30/2020

5 (A)  
1,810,573.815

## General Counsel

BLCDD 00001 WSH

### FOR PROFESSIONAL SERVICES RENDERED

06/04/20	LMG	Research and analyze implications of Phase 2 reopening plan for amenities operation; develop best practices related to same.	0.40 hrs
06/05/20	SSW	Research physical quorum and public comment requirements and guidance pursuant to Governor's Executive Order and Task Force Report for Phase 2 Re-opening.	0.10 hrs
06/12/20	WSH	Respond to auditor inquiry.	0.20 hrs
06/16/20	WSH	Review audit and confer with Peregrino regarding same.	0.70 hrs
06/16/20	KFJ	Review amenity proposals and agreements; confer with Haber.	0.70 hrs
06/17/20	WSH	Prepare amendments to RMS agreements.	0.60 hrs
06/17/20	KFJ	Prepare amended amenity agreements; confer with Haber.	1.40 hrs
06/25/20	WSH	Confer with Oliver regarding budget hearing date and resolution changing same.	0.30 hrs
06/25/20	JLK	Review Phase 2 EO; prepare and review categories of reopening expansions; confer with in house lawyers on various nuances for same; multiple calls with district managers and amenity managers; multiple calls with FIA on same; review, edit and transmit COVID waivers and license agreements for use of same; review, edit and transmit reservation language and screening questionnaires; review PPE requirements promulgated by local jurisdictions; confer regarding COVID notification process.	0.20 hrs
06/28/20	KSB	Research and prepare correspondence to property appraiser regarding release of tax roll.	0.10 hrs
06/30/20	WSH	Prepare budget notice and confer with Stephens regarding same.	0.40 hrs
06/30/20	KFJ	Research partial release; prepare budget hearing documents and meeting notice; confer with Haber.	0.80 hrs

Total fees for this matter

\$1,173.50



**MATTER SUMMARY**

Kilinski, Jennifer L.	0.20 hrs	295 /hr	\$59.00
Jusevitch, Karen F.- Paralegal	2.90 hrs	125 /hr	\$362.50
Buchanan, Katie S.	0.10 hrs	245 /hr	\$24.50
Gentry, Lauren M.	0.40 hrs	245 /hr	\$98.00
Warren, Sarah S.	0.10 hrs	245 /hr	\$24.50
Haber, Wesley S.	2.20 hrs	275 /hr	\$605.00

TOTAL FEES	\$1,173.50
INTEREST CHARGE ON PAST DUE BALANCE	\$8.92

<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$1,182.42</b>
--------------------------------------	-------------------

**BILLING SUMMARY**

Kilinski, Jennifer L.	0.20 hrs	295 /hr	\$59.00
Jusevitch, Karen F.- Paralegal	2.90 hrs	125 /hr	\$362.50
Buchanan, Katie S.	0.10 hrs	245 /hr	\$24.50
Gentry, Lauren M.	0.40 hrs	245 /hr	\$98.00
Warren, Sarah S.	0.10 hrs	245 /hr	\$24.50
Haber, Wesley S.	2.20 hrs	275 /hr	\$605.00

TOTAL FEES	\$1,173.50
INTEREST CHARGE ON PAST DUE BALANCE	\$8.92

<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$1,182.42</b>
------------------------------------	-------------------

**Please include the bill number with your payment.**



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

# Invoice

RECEIVED

AUG 14 2020

Invoice #: 93  
Invoice Date: 8/11/2020  
Due Date: 8/11/2020  
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 July 1, 2020 - July 31, 2020		1,902.17	1,902.17
Maintenance Supplies		1,472.39	1,472.39
<i>B. H. 8-11-20</i>			
<i>Facility Maint. - \$631.06</i>			
<i>001.320.57200.45100</i>			
<i>Repairs + Maint. - \$2743.50</i>			
<i>001.320.57200.60020</i>			
<i>14 D</i>			
Total			\$3,374.56
Payments/Credits			\$0.00
Balance Due			\$3,374.56



RMS

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JULY 2020**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/7/20	8	K.H.	Pressure washed sidewalk in between gym and planter (in front of fitness center), half of pool furniture (on right side) and pavilion furniture, repaired lock on main pool entry gate, repaired knob on shower on pool deck, replaced hinge on door of maintenance closet, cleaned trash receptacle lids, emptied and restocked dog pots
7/9/20	5	K.H.	Repaired windscreen on tennis courts, removed duck feces from paved walkways, pressure washed sidewalk in front of fitness center/social front and curb in middle of main entry planters, raked mulch under swing sets, placed cushion covers on cushions, dusted entrances of buildings for spider webs and eggs, removed debris along main roadway
7/14/20	8	K.H.	Installed 2 new dog pots, repaired shower handle, wiped down patio tables, checked and changed all trash receptacles, removed debris at amenity center and along roadways
7/16/20	7	K.H.	Replaced rusted dog pot, picked up supplies, placed ant killer on all ant beds around and on pool, repaired windscreens on tennis courts, removed fallen landscape light and replaced non-working light, raised conduit and light base at front entrance sign, replaced empty dog pot bags and picked up bags, removed debris along main roadway
7/21/20	8	K.H.	Removed and relocated dog pot, blew leaves and debris off basketball and tennis courts and sidewalks, replaced trash receptacle liners and dog pot bags, picked up supplies, prepped and painted baseboards in social room, removed debris at entrances, along main roadway and amenity center
7/23/20	5	K.H.	Raked mulch into nuts under swings, dusted buildings for spider webs and eggs, straightened pool furniture, blew leaves and debris off basketball and tennis courts, pavilion, sidewalks and pool deck, checked and changed all trash receptacles and dog pots, removed July 4th decorations, repaired windscreen on tennis courts, tightened hinge on dog park fence, loosened hinge on women's bathroom door, replaced screws on hinges on main shed door, touched up paint on scratches, scuffs and dent in social room
7/28/20	6.5	K.H.	Pressure washed sidewalk in between pavilion and field, pavilion furniture and building trim, sidewalk in front of social room, checked and changed all trash receptacles and dog pots, removed all duck waste along paved walkway and sidewalk, blew leaves and debris off basketball and tennis courts, park and walkway
7/30/20	5.5	K.H.	Picked up supplies, re-hung windscreens on tennis courts, blew leaves and debris off basketball and tennis courts, pavilion and sidewalk, dusted buildings for spider webs and eggs, pressure washed split rail fence in front of fitness center, sidewalk and in between fitness center and social room, checked and changed trash receptacles and dog pots
<b>TOTAL</b>	<u><u>53</u></u>		
<b>MILES</b>	<u><u>108</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445



MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL				
BANNON LAKES	7/6/20	Ryobi Pressure Washer	424.35	B.S.
	7/6/20	Ryobi Surface Cleaner	86.22	B.S.
	7/7/20	Constant Contact Monthly	23.00	B.S.
	7/8/20	3 Dogpot Trash Receptacles	623.88	B.S.
	7/14/20	Pool Pole for Rescue Hook	40.72	B.S.
	7/16/20	5 Gallon Bucket	4.00	K.H.
	7/16/20	3'x5' Rubber Mat (2)	60.28	K.H.
	7/16/20	60lb Concrete	4.26	K.H.
	7/16/20	3'x2' Door Mat (2)	25.88	K.H.
	7/16/20	Gas Can	27.67	K.H.
	7/16/20	Airwck Refliss 2pk (2)	11.45	K.H.
	7/21/20	Painters Tape	7.57	K.H.
	7/21/20	1.5" Paint Brush	3.20	K.H.
	7/21/20	1" Chlp Brush	1.13	K.H.
	7/21/20	6" Rolling Tray	2.15	K.H.
	7/21/20	Roller Handle with Covers	6.41	K.H.
	7/21/20	Airwck Refill 5pk	12.04	K.H.
	7/21/20	Wall Cleaner	5.73	K.H.
	7/21/20	Swiffer Duster Refill 5pk	5.05	K.H.
	7/21/20	Weed & Grass Killer	18.37	K.H.
	7/21/20	Terry Towels 20pk	11.47	K.H.
	7/21/20	Toilet Paper 12 rolls	13.77	K.H.
	7/21/20	36" Nifty Nabber	22.97	K.H.
	7/30/20	42 gallon Trash Bags 32ct	20.67	K.H.
	7/30/20	2 Cycle Oil	10.32	K.H.

TOTAL \$1,472.39



10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
06/30		Balance Forward						\$0.00	
07/06 07/13	I03291180-07062020	BUDGET FY 2020/2021	SA St Augustine Record	1.00 x 9.7500	9.75	2	\$8.98	\$175.12	
07/06 07/13	I03291180-07062020	BUDGET FY 2020/2021	SA St Aug Record Online	1.00 x 9.7500	9.75	2	\$8.97	\$174.92	
PREVIOUS AMOUNT OWED:				\$0.00					
NEW CHARGES THIS PERIOD:				\$350.04					
CASH THIS PERIOD:				\$0.00					
DEBIT ADJUSTMENTS THIS PERIOD:				\$0.00					
CREDIT ADJUSTMENTS THIS PERIOD:				\$0.00					
We appreciate your business.									

2 (A)

1,310,573,480

AUG 13 2020

2 (A)  
 1,810,573,480

ADD 13 2020

**INVOICE AND STATEMENT OF ACCOUNT**

AGING OF PAST DUE ACCOUNTS

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$350.04		\$0.00	\$0.00	\$0.00	\$0.00		\$350.04

ADVERTISER INFORMATION			
25	BILLING PERIOD	6	BILLED ACCOUNT NUMBER
1	07/01/2020 - 07/31/2020	7	15652
2	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
	15652		BANNON LAKES CDD - GMS

**MAKE CHECKS PAYABLE TO**

The St. Augustine Record

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



The St. Augustine Record Dept 1261  
 PO Box 121261  
 Dallas, TX 75312-1261

**ADVERTISING INVOICE and STATEMENT**

1	BILLING PERIOD	2	ADVERTISER/CLIENT NAME
	07/01/2020 - 07/31/2020		BANNON LAKES CDD - GMS
COMPANY	23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT
SA 7		\$350.04	\$0.00
			NET 15 DAYS

21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS
	\$350.04		\$0.00	\$0.00	\$0.00

4	PAGE #	5	BILLING DATE	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	24	STATEMENT NUMBER
			07/31/2020		15652		15652		0000073325

8 BILLING ACCOUNT NAME AND ADDRESS

9 REMITTANCE ADDRESS



7  
 8 - 2048

BANNON LAKES CDD - GMS  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

The St. Augustine Record  
 Dept 1261  
 PO Box 121261  
 Dallas, TX 75312-1261





Mon, Jul 13, 2020  
8:25:00AM

## Legal Ad Invoice

# The St. Augustine Record

Send Payments to:  
The St. Augustine Record  
One News Place  
St. Augustine, FL 32086

**Acct:** 15652  
**Phone:** 9049405850

**E-Mail:**

**Client:** BANNON LAKES CDD - GMS

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

**City:** SAINT AUGUSTINE

**State:** FL

**Zip:** 32092

**Ad Number:** 0003291180-01

**Start:** 07/06/2020

**Placement:** SA Legals

**Copy Line:** BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPT

**Caller:** SHELBY STEPHENS

**Issues:** 2

**Rep:** Melissa Rhinehart

**Paytype:** BILL

**Stop:** 07/13/2020

JUL 20 2020



# The St. Augustine Record

Send Payments to:  
The St. Augustine Record  
One News Place  
St. Augustine, FL 32086

Lines	117
Depth	9.75
Columns	1
Price	\$350.04

## BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

### NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2020/2021 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 Bannan 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 3, 2020 at 1:00 p.m., however, the date has been rescheduled to July 29, 2020 at 1:00 p.m. 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://bannonlakescd.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 120.64(5)(b)2, Florida Statutes.

*While it is necessary to hold the above referenced public hearing and meeting 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. To that end, anyone wishing to listen to and/or participate in the meeting can obtain the remote conference information (Zoom Application Link & Call-In Number) by visiting the District's Website or contacting the District Manager's Office, both identified above. Participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 940-5850 or e-mailing [dmr@bannonlakescd.com](mailto:dmr@bannonlakescd.com) no later than July 27, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.*

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting 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 telephone, 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 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 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for and in contacting the District Manager's Office.

Each person who wishes to attend any



Mon, Jul 13, 2020  
8:25:00AM

Legal Ad Invoice

# The St. Augustine Record

Send Payments to:  
The St. Augustine Record  
One News Place  
St. Augustine, FL 32086

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

0000291180 July 6, 13, 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# 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.

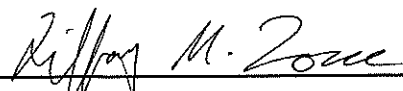
Sworn to (or affirmed) and subscribed before me by means of

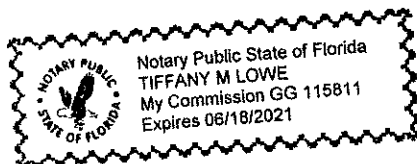
☒ physical presence or  
☐ online notarization

JUL 13 2020

this \_\_\_\_\_ day of \_\_\_\_\_

by  who is personally known to  
me or who has produced as identification

  
(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  
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 p.m. 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://bannonlakesd.com/>.

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Each person who decides to appeal any decision made by the Board will 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



# Beacon Electrical Contractors, Inc.

731 Duval Station Rd. Suite 107-306

Jacksonville, Florida 32218

Phone: 904-338-5394

Fax: 904-751-6583

RECEIVED

SEP 05 2020

## INVOICE #200814

Date: 8-20-20

To: Riverside Management Services, Inc.  
9145 Narcoossee Road, Suite A206  
Orlando, FL 32827

Attn: Brian Stephens  
Phone:  
Email: bstephens@riversidemgtsvc.com

*BH* 8-27-20  
REPAIRS + MAINT.  
001,320.572.00, 60000 (A)  
25

WORK COMPLETED 8-20-20 @ Brannon Lakes :

Labor and materials to :

- Troubleshoot pool lights.
- Disconnected lights to clear tripping circuit breaker, - noted lights leaking
- Recommend pool contractor to replace lights.

INVOICE AMOUNT

\$ 264.00

Net Due Upon Receipt

All work has been completed in a workmanlike manner according to standard practices and the National Electrical Codes. All work has a *one-year warranty* effective as of the date of this invoice.





Insurance & Risk Advisors

RECEIVED

SEP 03 2020

Bannon Lakes Community Development District  
c/o Governmental Management Services  
475 West Town Place, Ste 114  
St. Augustine, FL 32092

# INVOICE

Customer	Bannon Lakes Community Development District
Acct #	618
Date	09/01/2020
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 21,500.00
Payment Amount	
Payment for:	Invoice#11570
100120279	

Thank You

Please detach and return with payment



Customer: Bannon Lakes Community Development District

Invoice	Effective	Transaction	Description	Amount
11570	10/01/2020	Renew policy	Policy #100120279 10/01/2020-10/01/2021 Florida Insurance Alliance Package - Renew policy Due Date: 9/1/2020	21,500.00
				<b>Total</b>
				\$ 21,500.00
FOR PAYMENTS SENT OVERNIGHT: Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453				

Thank You

Remit Payment To: Egis Insurance Advisors, LLC

(321)233-9939

Date

Lockbox 234021 PO Box 84021  
Chicago, IL 60689-4002

sclimer@egisadvisors.com

09/01/2020



# FREEDOM PEST CONTROL

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



## Service Slip/Invoice

INVOICE: 1040593  
DATE: 8/7/2020  
ORDER: 1040593

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	Time	Target Pest	Technician	Phone
8/7/2020	09:00 AM		2MARCUS	Marcus Lopez
Purchase Order	Term	Last Service	Map Code	Time Out
	NET 30	8/7/2020		Lic:JE276424

Service	Description	Price
TC-5RP	Annual Termite Control Renewal	350.00
<p><i>Billable 8-10-20</i> <i>Pest Control</i> <i>001.320.52200.54800</i></p> <p><i>30 (A)</i></p>		
SUBTOTAL		\$350.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$350.00
AMOUNT DUE		\$350.00

RECEIVED

SEP 06 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as indicated above.



**FREEDOM**  
**PEST CONTROL**  
**904-272-BUGS (2847)**

3600 Peoria Rd, Suite 103  
 Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1040595  
 DATE: 8/7/2020  
 ORDER: 1040595

Bill To: [106211]

Bannon Lakes CDD  
 Bannon Lakes Fitness Center  
 435 Bannon Lakes Blvd  
 Saint Augustine, FL 32095

Work Location: [106211]

Bannon Lakes CDD  
 Bannon Lakes Fitness Center  
 435 Bannon Lakes Blvd  
 Saint Augustine, FL 32095

Work Date	Time	Target Pest	Technician	Time In
8/7/2020	10:00 AM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Lic. No.
	NET 30	8/7/2020		Lic: JE276424

Service	Description	Price
TC-SRP	Annual Termite Control Renewal	200.00
SUBTOTAL		\$200.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$200.00

AMOUNT DUE \$200.00

*B. H. 8-10-20*  
*Pest Control*  
*001.320.57200.54500*  
*30* *(A)*

RECEIVED

SEP 06 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1041871  
DATE: 8/27/2020  
ORDER: 1041871

Bill To: [106210]

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

RECEIVED

SEP 05 2020

[106210]

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

Workdate	Time	Target Pest	Technician	Technician
8/27/2020	03:20 PM		2MARCUS	Marcus Lopez
Purchase Order	Terms	Start Service	Map Code	License
	NET 30	8/27/2020		Lic JE276424

Service	Description	Price
---------	-------------	-------

MONTHLY

Monthly Pest Control

150.00

SUBTOTAL \$150.00  
TAX \$0.00  
AMT. PAID \$0.00  
TOTAL \$150.00

AMOUNT DUE \$150.00

*B. H. Hight 8-28-20*  
*Pest Control*  
*001. 320.57200.54500 80 (A)*

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1042117  
DATE: 8/27/2020  
ORDER: 1042117

Bill To: [106210]

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

**RECEIVED**

SEP 06 2020

Work  
Location

[106210]

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

Work Date	Time	Target Pest	Technician	Phone
8/27/2020	02:34 PM		2MARCUS	Marcus Lopez
Purchase Order	Terms	Invoice Date	Map Code	Time Code
	NET 30	8/27/2020		Lic:JE276424

Service	Description	Price
RODENT	Rodent Control	100.00
SUBTOTAL		\$100.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$100.00

AMOUNT DUE **\$100.00**

*B. Lopez 8-28-20*  
*Pest Control*  
*001, 320, 57200, 54500 80 @*

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**Governmental Management Services, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice**

Invoice #: 67

Invoice Date: 9/1/20

Due Date: 9/1/20

Case:

P.O. Number:

RECEIVED

SEP 02 2020

**Bill To:**Bannon Lakes CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - September 2020 1,810, 573, 340		3,750.00	3,750.00
Website Administration - September 2020 530		100.00	100.00
Information Technology - September 2020 387		144.42	144.42
Dissemination Agent Services - September 2020 316		291.67	291.67
Office Supplies 570		0.24	0.24
Postage 120		4.00	4.00
Copies 425		34.20	34.20
Telephone 410		9.38	9.38
30			
Total			\$4,333.91
Payments/Credits			\$0.00
Balance Due			\$4,333.91



# INVOICE



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

Invoice #	528054
Account #	723475
Invoice Date	9/1/2020
Due Date	9/11/2020
Rep	MAS

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) Water Mgmt Serv - Additional Area Added Effective December 2019	475.00 175.00
<b>Customer Total Balance</b> \$650.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> <b>\$650.00</b>

17 ④  
1,330.538,468

SEP 04 2020

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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	528054
Account #	723475
Date	9/1/2020

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).

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



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



☐ Estimate   ☐ Invoice

QTY	ITEM/PART DESC.	UNIT
3	30" zipper	4
TOTAL MATERIALS	12	

Pompanette Canvas and Upholstery  
 404 S. Riberia Street, St. Augustine, FL 32084  
 Tel: 904-429-3968 Fax: 904-824-9755

NAME Bre Meeks		DATE 7/24/20
ADDRESS		DATE ORDERED
CITY	STATE	DATE SCHEDULED
ZIP		PHONE 904-487-9941
WORK ORDERED BY bannonmanager@rmsnf.com		
MAKE	MODEL	SERIAL #

☐ WARRANTY  
☐ CONTRACT  
☐ SERVICE CONTRACT  
☐ NORMAL  
☐ RES. ☐ COMM.  
☐

DESCRIPTION OF WORK .	SERVICE
(3x) replace zippers in cushions and restuff	147.57
60(A) 1,320, 572.600	
Total	159.57
Deposit chk# 686 from 8/8/20 → Balance	79.57

RECOMMENDATIONS	I HEREBY AUTHORIZE THE ABOVE WORK TO BE DONE AS SO ORDERED AND OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL COMPLETE PAYMENT HAS BEEN MADE. IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER HAS THE RIGHT TO REMOVE EQUIPMENT AND MATERIAL WITHOUT BEING HELD RESPONSIBLE FOR ANY DAMAGES RESULTING FROM THE REMOVAL OF EQUIPMENT.	OTHER CHARGES	
	<b>X</b>	TOTAL MATERIALS	12 -
		TOTAL LABOR	147.57
		TAX	10.37
		TOTAL	169.94

Thank You

Thank You





## Invoice

Date  
Invoice #8/11/2020  
1312955946901707 Townhurst Dr  
Houston TX 77043  
ar@poolsure.com  
800-858-POOL (7665)  
www.poolsure.com

Terms	Net 20
Due Date	8/31/2020
PO #	
Delivery Ticket #	Sales Order #1331814
Delivery Date	8/11/2020
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
115-300	Bleach Minibulk Delivered	500	gal	1.50	750.00
160-050	Pool Acid bulk by Gallon	45	gal	3.00	135.00
<p><i>Bkupt 8-14-20</i> <i>Pool Chemicals 19A</i> <i>001, 320, 52200, 45210</i> <i>Aug</i> <b>RECEIVED</b> <b>SEP 06 2020</b></p>					

Total 885.00  
Amount Due \$885.00

## Remittance Slip

Customer  
13BAN025  
Invoice #  
131295594690

Amount Due \$885.00

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372

131295594690



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

# Invoice

Invoice #: 94  
Invoice Date: 9/1/2020  
Due Date: 9/1/2020  
Case:  
P.O. Number:

**Bill To:**

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

RECEIVED

SEP 03 2020

Description	Hours/Qty	Rate	Amount
Janitorial Services - September 2020 320,572,4530		583.33	583.33
Pool Maintenance Services - September 2020 320,572,4520		910.50	910.50
Contract Administration - September 2020 320,572,46061		1,596.50	1,596.50
Facility Management - Bannon Lakes - September 2020 320,572,3400		5,000.00	5,000.00

(A) 14

Total \$8,090.33

Payments/Credits \$0.00

Balance Due \$8,090.33

2.01W  
9,1,20



# INVOICE

## Side Hustle the Band LLC

Jorge Laplume  
5381 Fremont St.  
Jacksonville, FL 32210  
United States

Tax ID: 83-3643056

Phone: 954-993-6963  
antonsmusic89@gmail.com

Invoice #: 0002  
Invoice Date: Sep 7, 2020  
Due date: Sep 7, 2020

Amount due:  
**\$250.00**

RECEIVED

SEP 08 2020



Scan, Pay, Go

Bill To:

bannonmanager@rmsnf.com

Description	Quantity	Price	Amount
Side Hustle Performance	1	\$250.00	\$250.00
		Subtotal	\$250.00
		<b>Total</b>	<b>\$250.00 USD</b>

1,320.572.494

61 (A)





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

# Invoice

Terms	Date	Invoice #
Net 30	9/1/2020	10873

RECEIVED

SEP 01 2020

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

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of September  13 (A) 1,330, 538.462	1	12,642.14	12,642.14
Thank you for your business!		Total	\$12642.14
		Payments/Credits	\$0.00
		Balance Due	\$12,642.14





**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

**Customer Service** (904) 731-2456  
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** 3-0687-0010861  
**Invoice Number** 0687-001080305  
**Invoice Date** August 16, 2020  
**Previous Balance** \$315.01  
**Payments/Adjustments** -\$315.01  
**Current Invoice Charges** \$422.25

Total Amount Due	Payment Due Date
<b>\$422.25</b>	<b>September 05, 2020</b>

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 08/17	690	-\$315.01

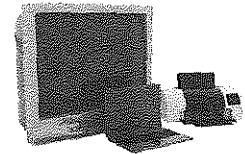
**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Bannon Lakes Cdd 435 Bannon Lakes Dr CSA A172389154</b>				
<b>St. Augustine, FL Contract: 9687022 (C51)</b>				
<b>1 Waste Container 6 Cu Yd, 1 Lift Per Week</b>				
Waste/Recycling Overage 07/23	Driver	1.0000	\$79.90	\$79.90
Receipt Number 33746				
Pickup Service 09/01-09/30			\$228.54	\$228.54
<b>Administrative Fee</b>				\$5.95
<b>Total Fuel/Environmental Recovery Fee</b>				\$88.09
<b>Total Franchise - Local</b>				\$19.77
<b>CURRENT INVOICE CHARGES</b>				<b>\$422.25</b>

*18 @  
1,320, 572, 1158 AUG 25 2020*

**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



**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

L2RCACDTXC 014805



**BANNON LAKES CDD**  
**LOUIS COWLING**  
**475 W TOWN PL**  
**STE 114**  
**ST AUGUSTINE FL 32092-3648**



**Total Amount Due** \$422.25  
**Payment Due Date** September 05, 2020  
**Account Number** 3-0687-0010861  
**Invoice Number** 0687-001080305



For Billing Address Changes,  
Check Box and Complete Reverse

Make Checks Payable To:



**REPUBLIC SERVICES #687**  
**PO BOX 9001099**  
**LOUISVILLE KY 40290-1099**

30687001086100000010803050000422250000422257

L2RCACDTXC 014805 11111111111111111111 001 001 029613 21706414.1



## Side Hustle the Band LLC

Jorge Laplume  
5381 Fremont St.  
Jacksonville, FL 32210  
United States

Tax ID: 83-3643056

Phone: 954-993-6963  
antonsmusic89@gmail.com

RECEIVED

AUG 28 2020

## INVOICE

Invoice #: 0001  
Invoice Date: Aug 24, 2020

Amount due:  
**\$1,000.00**

Bill To:

bannonmanager@rmsnf.com

Description	Hours	Rate	Amount
Side Hustle Performance	4	\$250.00	\$1,000.00
		Subtotal	\$1,000.00
		<b>Total</b>	<b>\$1,000.00 USD</b>

61 A  
1,320,572.494



**Thigpen Heating And Cooling Inc.**

2801 Dawn Road  
Jacksonville, FL 32207  
Phone: (904) 448-1962

**RECEIVED**

AUG 27 2020

**WORK ORDER**

Number: 11851  
Date: 7/21/2020  
Account No: 126153  
Prepared For:  
Terms:  
Reference:  
Service Partner:

**Billing Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

**Service Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

Request : NEXT CALL  
ONE OF THE OFFICE UNITS ISNT COOLING  
OK TO CHARGE

Item	Description	Qty	Unit	Price	Extended
MISC-ENVIRON-FEE	Misc. Supplies & Enviromental	1.00		\$10.00	\$10.00
R-410A-PER-POUND	R-410A per lb.	13.00		\$59.00	\$767.00
COMM-LABOR	Commercial Labor	2.50		\$98.00	\$245.00

**NOTES**

1. Upon arrival found that back office/bathroom trane 7.5 ton unit was unit not cooling properly , found circuit 2 was flat, found leak on liquid line at cdu where copper rubbed hole in itself. Repaired leak , pulled vaccum , recharged system and checked operations. Also secured line to keep from happening again . Office to bill customer the total 931\$ for work

Equipment						
Type	Model	Brand	Serial	Age	Coverage	Exp
COND	TTA090H300AA	TRA	16512L83YA	3		
AIRH	TWE090E300AA	TRA	17033NJABA	3		
COND	14HPX036-230-21	LEN	1917B03797	3		
AIRH	CBX25UH-036-230-LEN		1717B34977	3		

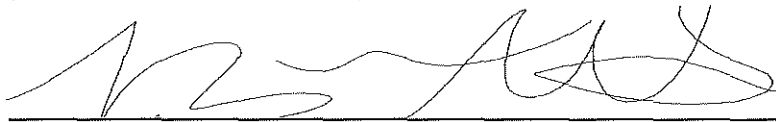
**Payments**

Date	Amount	Type	Document#	Reference
------	--------	------	-----------	-----------

62 (A)  
1,320.572,600



ACCEPTANCE OF WORK PERFORMED : I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear, I am liable for the check and any charges from the bank. I agree to pay 1.75% per month for past due contracts (minimum charge \$15). In the event that collection efforts are installed against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL COST" is the total flat price I have agreed to.



Accepted By

Taxable:	1,022.00
Non-Taxable:	0.00
Sub Total:	\$1,022.00
Sales Tax:	\$0.00
Freight:	\$0.00
Amount Paid:	\$0.00
Total:	\$1,022.00



**Thigpen Heating And Cooling Inc.**

2801 Dawn Road  
Jacksonville, FL 32207  
Phone: (904) 448-1962

**WORK ORDER**

RECEIVED

AUG 27 2020

Number: 11952  
Date: 7/23/2020  
Account No: 126153  
Prepared For:  
Terms:  
Reference:  
Service Partner:

**Billing Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

**Service Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

Request : UNIT IS NOT WORKING

Item	Description	Qty	Unit	Price	Extended
COMM-LABOR	Commercial Labor	1.50		\$98.00	\$147.00

**NOTES**

1. Upon arrival found system working properly and cooling room , checked all system ops and pressures ( 140/325) . If system is having issues it's definitely intermittent . Lennox system is the one i worked on today fyi

Equipment						
Type	Model	Brand	Serial	Age	Coverage	Exp
COND	TTA090H300AA	TRA	16512L83YA	3		
AIRH	TWE090E300AA	TRA	17033NJABA	3		
COND	14HPX036-230-21	LEN	1917B03797	3		
AIRH	CBX25UH-036-230-LEN		1717B34977	3		

**Payments**

Date	Amount	Type	Document#	Reference
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ACCEPTANCE OF WORK PERFORMED : I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear, I am liable for the check and any charges from the bank. I agree to pay 1.75% per month for past due contracts (minimum charge \$15). In the event that collection efforts are installed against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL COST" is the total flat price I have agreed to.

Accepted By

62 (A)  
1,320.57 2.600

Taxable: 147.00  
Non-Taxable: 0.00  
Sub Total: \$147.00  
Sales Tax: \$0.00  
Freight: \$0.00  
Amount Paid: \$0.00  
Total: \$147.00



**Thigpen Heating And Cooling Inc.**

2801 Dawn Road  
Jacksonville, FL 32207  
Phone: (904) 448-1962

**RECEIVED**

AUG 27 2020

**WORK ORDER**

Number: 12365  
Date: 8/4/2020  
Account No: 126153  
Prepared For: Bre Meeks  
Terms:  
Reference:  
Service Partner:

**Billing Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

**Service Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

Request : 10-1  
UNIT IS NOT WORKING  
CALL B4  
OK TO CHARGE

Item	Description	Qty	Unit	Price	Extended
DRAIN-PAN SWTCH	Ceiling saver switch only	1.00		\$110.00	\$110.00
MISC-ENVIRON-FEE	Misc. Supplies & Enviromental	1.00		\$10.00	\$10.00
COMM-LABOR	Commercial Labor	1.50		\$98.00	\$147.00

**NOTES**

Equipment						
Type	Model	Brand	Serial	Age	Coverage	Exp
COND	TTA090H300AA	TRA	16512L83YA	3		
AIRH	TWE090E300AA	TRA	17033NJABA	3		
COND	14HPX036-230-21	LEN	1917B03797	3		
AIRH	CBX25UH-036-230-LEN		1717B34977	3		

**Payments**

Date	Amount	Type	Document#	Reference
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ACCEPTANCE OF WORK PERFORMED : I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear, I am liable for the check and any charges from the bank. I agree to pay 1.75% per month for past due contracts (minimum charge \$15). In the event that collection efforts are installed against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL COST" is the total flat price I have agreed to.

Accepted By

62 (A)  
1,320,572.60

Taxable: 267.00  
Non-Taxable: 0.00  
Sub Total: \$267.00  
Sales Tax: \$0.00  
Freight: \$0.00  
Amount Paid: \$0.00  
Total: \$267.00



**Thigpen Heating And Cooling Inc.**

2801 Dawn Road  
Jacksonville, FL 32207  
Phone: (904) 448-1962

**WORK ORDER**

Number: 12466  
Date: 8/6/2020  
Account No: 126153  
Prepared For: Bre Meeks  
Terms:  
Reference:  
Service Partner:

**RECEIVED**

AUG 27 2020

**Billing Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

**Service Address**

Bannon Lakes Amenity Center  
435 Bannon Lakes Blvd  
St. Augustine, FL 32095

Request : 10-1  
\$105  
NOT COOLING  
CALL B4  
OK TO CHARGE

Item	Description	Qty	Unit	Price	Extended
STAT-SENSI-PROG	Install Sensi Program Thermost	1.00		\$303.00	\$303.00
COMM-LABOR	Commercial Labor	3.00		\$98.00	\$294.00

**NOTES**

1. Upon arrival found t stat for the clubhouse set to 72° and satisfied, checked pressures, amp draw on motors, drain line, coils and operation. Customer stated problem happens intermittently and could be the t stat. changed out t stat to see if that remedies the problem. Also checked the bathroom and office unit. Checked the pressures, amp draw and operation on both circuits all look good both systems are up and running at this time

62 (A)  
1,322, 572, 600

**Equipment**

Type	Model	Brand	Serial	Age	Coverage	Exp
COND	TTA090H300AA	TRA	16512L83YA	3		
AIRH	TWE090E300AA	TRA	17033NJABA	3		
COND	14HPX036-230-21	LEN	1917B03797	3		
AIRH	CBX25UH-036-230-LEN		1717B34977	3		

**Payments**

Date	Amount	Type	Document#	Reference
------	--------	------	-----------	-----------



ACCEPTANCE OF WORK PERFORMED : I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear, I am liable for the check and any charges from the bank. I agree to pay 1.75% per month for past due contracts (minimum charge \$15). In the event that collection efforts are installed against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL COST" is the total flat price I have agreed to.



Accepted By

Taxable:	597.00
Non-Taxable:	0.00
Sub Total:	\$597.00
Sales Tax:	\$0.00
Freight:	\$0.00
Amount Paid:	\$0.00
Total:	\$597.00



# Beacon Electrical Contractors, Inc.

731 Duval Station Rd. Suite 107-306

Jacksonville, Florida 32218

Phone: 904-338-5394

Fax: 904-751-6583

RECEIVED

SEP 05 2020

## INVOICE #200814

Date: 8-20-20

To: Riverside Management Services, Inc.  
9145 Narcoossee Road, Suite A206  
Orlando, FL 32827

Attn: Brian Stephens  
Phone:  
Email: bstephens@riversidemngtsvc.com

*BH* 8-27-20  
REPAIRS + MAINT.  
001,320.572.00, 60000 (A)  
25

WORK COMPLETED 8-20-20 @ Brannon Lakes :

Labor and materials to :

- Troubleshoot pool lights.
- Disconnected lights to clear tripping circuit breaker, - noted lights leaking
- Recommend pool contractor to replace lights.

INVOICE AMOUNT

\$ 264.00

Net Due Upon Receipt

All work has been completed in a workmanlike manner according to standard practices and the National Electrical Codes. All work has a *one-year warranty* effective as of the date of this invoice.





Insurance & Risk Advisors

RECEIVED

SEP 03 2020

Bannon Lakes Community Development District  
c/o Governmental Management Services  
475 West Town Place, Ste 114  
St. Augustine, FL 32092

# INVOICE

Customer	Bannon Lakes Community Development District
Acct #	618
Date	09/01/2020
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 21,500.00
Payment Amount	
Payment for:	Invoice#11570
100120279	

Thank You

Please detach and return with payment



Customer: Bannon Lakes Community Development District

Invoice	Effective	Transaction	Description	Amount
11570	10/01/2020	Renew policy	Policy #100120279 10/01/2020-10/01/2021 Florida Insurance Alliance Package - Renew policy Due Date: 9/1/2020	21,500.00
				<b>Total</b>
				\$ 21,500.00
FOR PAYMENTS SENT OVERNIGHT: Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453				

Thank You

Remit Payment To: Egis Insurance Advisors, LLC

(321)233-9939

Date

Lockbox 234021 PO Box 84021  
Chicago, IL 60689-4002

sclimer@egisadvisors.com

09/01/2020



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1040593  
DATE: 8/7/2020  
ORDER: 1040593

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	Time	Target Pest	Technician	Phone
8/7/2020	09:00 AM		2MARCUS	Marcus Lopez
Purchase Order	Term	Last Service	Map Code	Time Out
	NET 30	8/7/2020		Lic:JE276424

Service	Description	Price
TC-5RP	Annual Termite Control Renewal	350.00
<p><i>Billable 8-10-20</i> <i>Pest Control</i> <i>001.320.52200.54500</i></p> <p><i>30 (A)</i></p>		
SUBTOTAL		\$350.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$350.00
AMOUNT DUE		\$350.00

**RECEIVED**

SEP 06 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as indicated above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1040595  
DATE: 8/7/2020  
ORDER: 1040595

Bill To: [106211]

Bannon Lakes CDD  
Bannon Lakes Fitness Center  
435 Bannon Lakes Blvd  
Saint Augustine, FL 32095

Work Location: [106211]

Bannon Lakes CDD  
Bannon Lakes Fitness Center  
435 Bannon Lakes Blvd  
Saint Augustine, FL 32095

Work Date	Time	Target Pest	Technician	Time In
8/7/2020	10:00 AM		2MARCUS	
Purchase Order	Terms	Last Service	Map Code	Lic. No.
	NET 30	8/7/2020		Lic: JE276424

Service	Description	Price
TC-SRP	Annual Termite Control Renewal	200.00
SUBTOTAL		\$200.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$200.00

AMOUNT DUE \$200.00

*B. H. 8-10-20*  
*Pest Control*  
*001.320, \$7200.84500*  
*30* *(A)*

RECEIVED

SEP 06 2020

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1041871  
DATE: 8/27/2020  
ORDER: 1041871

Bill To: [106210]

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

RECEIVED

SEP 05 2020

[106210]

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

Workdate	Time	Target Pest	Technician	Technician
8/27/2020	03:20 PM		2MARCUS	Marcus Lopez
Purchase Order	Terms	Start Service	Map Code	License
	NET 30	8/27/2020		Lic JE276424

Service	Description	Price
---------	-------------	-------

MONTHLY

Monthly Pest Control

150.00

SUBTOTAL \$150.00  
TAX \$0.00  
AMT. PAID \$0.00  
TOTAL \$150.00

AMOUNT DUE \$150.00

*B. H. Hupke 8-28-20*  
*Pest Control*  
*001. 320.57200.54500 80 (A)*

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1042117  
DATE: 8/27/2020  
ORDER: 1042117

Bill To: [106210]

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

**RECEIVED**

SEP 06 2020

Work  
Location

[106210]

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

Work Date	Time	Target Pest	Technician	Phone
8/27/2020	02:34 PM		2MARCUS	Marcus Lopez
Purchase Order	Terms	Invoice Date	Map Code	Time Code
	NET 30	8/27/2020		Lic:JE276424

Service	Description	Price
RODENT	Rodent Control	100.00
SUBTOTAL		\$100.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$100.00

AMOUNT DUE **\$100.00**

*B. Lopez 8-28-20*  
*Pest Control*  
*001, 320, 57200, 54500 80 @*

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.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.



**Governmental Management Services, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice**

Invoice #: 67

Invoice Date: 9/1/20

Due Date: 9/1/20

Case:

P.O. Number:

RECEIVED

SEP 02 2020

**Bill To:**Bannon Lakes CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - September 2020 1,810, 573, 340		3,750.00	3,750.00
Website Administration - September 2020 530		100.00	100.00
Information Technology - September 2020 387		144.42	144.42
Dissemination Agent Services - September 2020 316		291.67	291.67
Office Supplies 570		0.24	0.24
Postage 120		4.00	4.00
Copies 425		34.20	34.20
Telephone 410		9.38	9.38
30			
<b>Total</b>			<b>\$4,333.91</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,333.91</b>



# INVOICE



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

Invoice #	528054
Account #	723475
Invoice Date	9/1/2020
Due Date	9/11/2020
Rep	MAS

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) Water Mgmt Serv - Additional Area Added Effective December 2019	475.00 175.00
<b>Customer Total Balance</b> \$650.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> <b>\$650.00</b>

17 ④  
1,330.538,468

SEP 04 2020

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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

<b>Bill To</b>
BANNON LAKES CDD GMS MANAGEMENT 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	528054
Account #	723475
Date	9/1/2020

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).

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



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



# WORK ORDER / INVOICE

☐ Estimate    ☐ Invoice

202161

[illegible]





## Invoice

Date  
Invoice #8/11/2020  
1312955946901707 Townhurst Dr  
Houston TX 77043  
ar@poolsure.com  
800-858-POOL (7665)  
www.poolsure.com

Terms	Net 20
Due Date	8/31/2020
PO #	
Delivery Ticket #	Sales Order #1331814
Delivery Date	8/11/2020
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
115-300	Bleach Minibulk Delivered	500	gal	1.50	750.00
160-050	Pool Acid bulk by Gallon	45	gal	3.00	135.00
<p><i>Bkupt 8-14-20</i> <i>Pool Chemicals 19A</i> <i>001, 320, 52200, 45210</i> <i>Aug</i> <b>RECEIVED</b> <b>SEP 06 2020</b></p>					

Total 885.00  
Amount Due \$885.00

## Remittance Slip

Customer  
13BAN025  
Invoice #  
131295594690

Amount Due \$885.00

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372

131295594690



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

# Invoice

Invoice #: 94  
Invoice Date: 9/1/2020  
Due Date: 9/1/2020  
Case:  
P.O. Number:

**Bill To:**

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

RECEIVED

SEP 03 2020

Description	Hours/Qty	Rate	Amount
Janitorial Services - September 2020 320,572,4530		583.33	583.33
Pool Maintenance Services - September 2020 320,572,4520		910.50	910.50
Contract Administration - September 2020 320,572,46061		1,596.50	1,596.50
Facility Management - Bannon Lakes - September 2020 320,572,3400		5,000.00	5,000.00

(A) 14

Total \$8,090.33

Payments/Credits \$0.00

Balance Due \$8,090.33

2.01W  
9,1,20



# INVOICE

## Side Hustle the Band LLC

Jorge Laplume  
5381 Fremont St.  
Jacksonville, FL 32210  
United States

Tax ID: 83-3643056

Phone: 954-993-6963  
antonsmusic89@gmail.com

Invoice #: 0002  
Invoice Date: Sep 7, 2020  
Due date: Sep 7, 2020

Amount due:  
**\$250.00**

RECEIVED

SEP 08 2020



Scan, Pay, Go

Bill To:

bannonmanager@rmsnf.com

Description	Quantity	Price	Amount
Side Hustle Performance	1	\$250.00	\$250.00
		Subtotal	\$250.00
		<b>Total</b>	<b>\$250.00 USD</b>

1,320.572.494

61 (A)



**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

RECEIVED

SEP 16 2020

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.

1,350,181.101

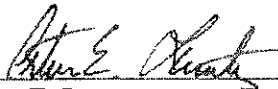
(A) 29



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**

By:   
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.

By:  7/20/20  
Title: District Engineer



Wary & Associates, Inc.

2020-328  
06/30/20

PAGE 1

3352  
EASTLAND  
700 PONTE VEDRA LAKES BLVD  
PONTE VEDRA BEACH FL 32082

PER CONTRACT

COVERED BY ART

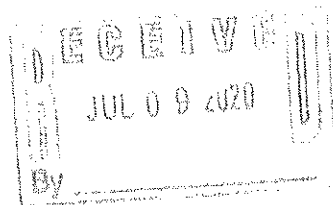
DESCRIPTION: 05/18/20

NO. 2020-328

LOT : F.M.  
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

ROUTE SURVEY

3,850.00



TOTAL DUE \$3,850.00

Approval  
Entity Bannan Lakes  
Account  
Entered  
Draw  
Note

CDD AIR

PLEASE

MAKING



**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

RECEIVED

SEP 16 2020

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.

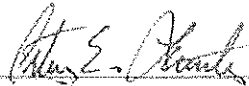
1. 300.131.101  
# 29



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**

By:   
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.

By:  7/20/20  
Title: District Engineer



Harry E. Associates, Inc.

2020-328-2  
06/30/20

PAGE 1

3352  
EASTLAND  
700 PONTE VEDRA LAKES BLVD  
PONTE VEDRA BEACH FL 32082

TO:  
PER CONTRACT, 24 SOFT DIGS  
TOTAL

ART

06/05/20

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)

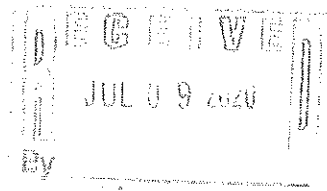
9,600.00

*CDP  
109*

TOTAL DUE \$9,600.00



Approval *[Signature]*  
Entry *Bannon Lakes*  
Account *Contract # CDPA/R*  
Entered *7/9/20*  
Draw *CC # 51*  
Notes *Suskey*



TO WHEN





Fenwick Services  
 11623 Columbia Park Drive E.  
 Jacksonville, FL 32258  
 P: (904)-724-7022  
 www.fenwickhomeservices.com  
 Plumbing Lic#: CFC040039

RECEIVED

SEP 12 2020

**BILL TO**  
 Bre Meeks  
 435 Bannon Lakes Boulevard  
 St. Augustine, FL 32095 USA

INVOICE  
 223902

INVOICE DATE  
 Aug 15, 2020

**JOB ADDRESS**  
 Bre Meeks  
 435 Bannon Lakes Boulevard  
 St. Augustine, FL 32095 USA

Completed Date: 8/15/2020  
 Payment Term: Due Upon Receipt  
 Due Date: 8/15/2020

DESCRIPTION OF WORK

Talk to customer about her issues. Customer showed me women's bathroom found a couple toilets have been safe and down and a couple of them won't flush. Determined it's a stoppage issue. Try to find clean out could not find clean out that goes to those bathrooms. Went over options. Got approval to pull the toilet and ran snake. Pool third toilet from right and ran three-quarter cable all the way out. Talk to customer about her issues. Customer showed me women's bathroom found a couple toilets have been siphon down and a couple of them won't flush. Determined it's a stoppage issue. Tried to find clean out could not find clean out that goes to those bathrooms. Went over options. Got approval to pull the toilet and ran snake. Pulled third toilet from right and ran three-quarter cable all the way out. Pull back a little bit of toilet paper. Tested believe stoppage is cleared. Reset toilet and grouted. Also increased flush on some toilet. Put breanna Bannon leaks credit card on file and the management has 14 days to pay invoice or we will charge her card. Bill from office

TASK	DESCRIPTION	QTY	PRICE	TOTAL
MSCPT	Pull Toilet To Clear Main Drain: Cleared main drain line with pulling toilet	1.00	\$517.00	\$517.00

63 (A)

1 x 322.572. 600

SUB-TOTAL \$517.00

TAX \$0.00

TOTAL DUE \$517.00

BALANCE DUE \$517.00

Thank you for choosing Fenwick Plumbing Services LLC.  
 We appreciate your business!

CUSTOMER AUTHORIZATION

I, the undersigned, am owner/authorized representative/tenant of the premises at which the work mentioned above is to be done. I hereby authorize you to perform Diagnosis/Solution, and to use such labor and materials as you deem



advisable.

Sign here 

Date 8/15/2020

#### CUSTOMER ACKNOWLEDGEMENT

I find the service and materials rendered in connection with the above work mentioned to have been completed in a satisfactory manner. I agree that the amount set forth on labeled "TOTAL" to be the total and complete flat rate/minimum charge. I agree to pay reasonable attorney fees and court costs in the event of legal action. A monthly service charge of 1 1/2% will be added after 10 days. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner and statement required thereon.

Sign here 

Date 8/15/2020



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



**Service Slip/Invoice**

INVOICE: 1044352  
 DATE: 9/22/2020  
 ORDER: 1044352

**RECEIVED**

Bil Loc: [106210]

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

SEP 23 2020

W. L.  
 Location:

[106210]

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

Work Date	Time	Index/Pos	Technician	Unit/ID
9/22/2020	01:31 PM		2MARCUS	Marcus Lopez
Purchase Order	Terms	Last Service	Map Code	Unit/ID
	NET 30	9/22/2020		Lic: JE276424

Service	Description	Price
---------	-------------	-------

MONTHLY

Monthly Pest Control

150.00

*B. H. 9-23-20*  
*PEST CONTROL*  
*001.320.57200.54500*  
*80 A*

SUBTOTAL	\$150.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$150.00

AMOUNT DUE \$150.00

Payments 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 makes for payment expenses in the event of collection.

This company is not responsible for any damage to property or loss of life or limb caused by the use of its services. The customer is responsible for the safety of its property and personnel.



**FREEDOM  
PEST CONTROL**  
904-272-BUGS (2847)

3600 Peoria Rd, Suite 103  
Orange Park, FL 32065



**Service Slip/Invoice**

INVOICE: 1044582  
DATE: 9/22/2020  
ORDER: 1044582

Bill To: [106210]

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

RECEIVED

SEP 23 2020

Work Order: [106210]

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

Work Date	Time	Target Area	Technician	Inspector
9/22/2020	12:42 PM		2MARCUS	Marcus Lopez

Purchase Order	Item	Last Invoice	Map Code	Inspector
	NET 30	9/22/2020		Lic:JE276424

Service	Description	Price
---------	-------------	-------

RODENT	Rodent Control	100.00
--------	----------------	--------

SUBTOTAL	\$100.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$100.00

AMOUNT DUE	\$100.00
------------	----------

*B. Hight 9-23-20*  
*Pest Control*  
*001, 320, 57200, 54500*  
*80 D*

Balance 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.

Please check the following amount of all services provided and pay the balance within 30 days of invoice date.





Irrigation • Landscape • Maintenance

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

# Invoice

Terms	Date	Invoice #
Net 30	8/31/2020	10960

RECEIVED

SEP 18 2020

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

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for August- see attached list.  1/3 Ⓐ 1,880.538.464	1	252.50	252.50
Thank you for your business!		<b>Total</b>	\$252.50
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$252.50



Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
8/18	Bannon Lakes Blvd.	(20) MP2000 nozzles	\$ 200.00	\$ 52.50	\$ 252.50
Total Due					\$ 252.50





## Invoice

Date 9/14/2020  
Invoice # 1312955956061707 Townhurst Dr  
Houston TX 77043  
ar@poolsure.com  
800-858-POOL (7665)  
www.poolsure.com

Terms	Net 20
Due Date	10/4/2020
PO #	
Delivery Ticket #	Sales Order #1332292
Delivery Date	9/11/2020
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

RECEIVED

SEP 23 2020

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
115-300	Bleach Minibulk Delivered	480	gal	1.50	720.00
115-300	Bleach Minibulk Delivered	15	gal	1.50	22.50
<i>BA Ship to 9-17-20</i> <i>Pool Chemicals</i> <i>001.320.57200.45210</i> <i>19A</i>					

Total 742.50  
Amount Due \$742.50

## Remittance Slip

Customer  
13BAN025  
Invoice #  
131295595606

Amount Due \$742.50

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372

131295595606





## Invoice

Date  
Invoice #9/17/2020  
131295595666

1707 Townhurst Dr  
Houston TX 77043  
ar@poolsure.com  
800-858-POOL (7665)  
www.poolsure.com

Terms	Net 20
Due Date	10/7/2020
PO #	
Delivery Ticket #	Sales Order #1332332
Delivery Date	9/15/2020
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

RECEIVED

SEP 23 2020

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
115-300	Bleach Minibulk Delivered	500	gal	1.50	750.00
115-300	Bleach Minibulk Delivered	20	gal	1.50	30.00
<p><i>B. Hight 9-21-20</i> <i>Pool Chemicals</i> <i>001.320.57200.45210</i> <i>19th</i></p>					

Total 780.00  
Amount Due \$780.00

## Remittance Slip

Customer  
13BAN025  
Invoice #  
131295595666

Amount Due \$780.00

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



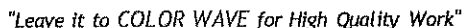
131295595666



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/24/20	00004	7/21/20 4213A	202007 300-58400-60000		*	7,982.00	
		AMENITY EXTERIOR PAINTING		COLOR WAVE PAINTING AND DECOR INC			7,982.00 000003
7/24/20	00003	7/21/20 48762	202007 300-58400-60000		*	1,024.95	
		25 FOOT FLAGPOLE		THE FLAGPOLE COMPANY			1,024.95 000004
TOTAL FOR BANK B						9,006.95	
TOTAL FOR REGISTER						9,006.95	

BANL -BANNON LAKES- BPEREGRINO





## SINCE 1996

ESTIMATE#: 4213A  
DATE: July 21, 2020  
SCOPE: **EXTERIOR PAINTING**

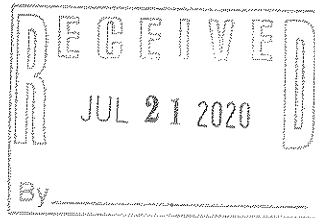
PROJECT: BANNON LAKES AMENITY  
EXTERIOR REPAINT

[illegible]

SUBTOTAL	\$7,982.00
TAXES	INCLUDED
PAYMENT DUE	\$7,982.00

**BETTER BUSINESS BUREAU  
A+ ACCREDITED BUSINESS**





# Invoice

Date	Invoice #
7/21/2020	48762

Bill To
Bannon Lakes CDD Brian Stephens 475 West Town Place Suite 114 St. Augustine FL 32092 P: 904.627.9271

Ship To
Bannon Lakes CDD C/O Riverside Management Building 300 Suite 305 9655 Florida Mining Blvd West (Must Call Jacksonville FL 32257 P: 904.627.9271
2,300.584.60

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			7/21/2020			
Quantity	Item Code	Description			Price Each	Amount
1	EH255125	25' Architectural Commercial Flagpole 5" .125			1,024.95	1,024.95
1	Shipping	Free Shipping			0.00	0.00
		*** Customer Mailing Check***				
		Material: Material: 100% 6063-T6 Solid Aluminum Tubing Standard Finish: Natural Satin. Custom Finish: Main hardware painted to match. Overall Length: 27ft Exposed Height: 25ft Sections: 1 Top Diameter: 3" Butt Diameter: 5" Wall Thickness: .125 Flagpole Weight: 129 lbs Max Unflagged Wind Speed: 137 mph Max Flagged Wind Speed: 105 mph Standard Flag Size: 4'x6 (Flag Sold Separately) Cast Aluminum Revolving Truck Assembly. 5" Gold Anodized Ball Finial. 9" Cast Aluminum Cleat W/Screws. 5/16" Braided Polypropylene Halyard. 2 Chrome Plated Swivel Bronze Snap hooks. Machine Spun Aluminum Flash Collar. 16 Gauge Galvanized Corrugated Ground Sleeve. Complete Installation Instructions. Installation Tech Support. Warranty: Lifetime Shaft Warranty (Restrictions may apply) 1 Year Hardware. All Commercial Flagpoles Ship LTL Freight, Common Carrier Origin: MADE IN THE USA.				
					Total	



*D.*



# Bannon Lakes

Community Development District

Construction Funding Request #22

July 20, 2020

Req.	PAYEE	Series 2016 Contruction
145	<b>Clary &amp; Associates Inc</b> Topographic Route Survey for force main on Southside of IGP Inv #2020-328 06/30/20	\$ 3,850.00
146	<b>Clary &amp; Associates Inc</b> Utility Soft Dig Inv #2020-328-2 6/30/20	\$ 9,600.00

Paid by Developer

<b>Total Funding Request</b>	<b>\$ 13,450.00</b>
------------------------------	---------------------

Please make check payable to:

**Bannon Lakes CDD**  
c/o GMS LLC  
475 West Town Place  
Suite 114  
St. Augustine FL 32092

Signature: \_\_\_\_\_  
Chairman/Vice Chairman

Signature: \_\_\_\_\_  
Secretary/Asst. Secretary



# Bannon Lakes

Community Development District

Construction Funding Request #23

September 21, 2020

Req.	PAYEE	Series 2016 Contruction
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147	<b>England Thims &amp; Miller Inc</b> Bannon Lakes Force Main Inv #0195078 7/31/20	\$ 9,298.68
-----	---------------------------------------------------------------------------------------	-------------

Paid by Developer

<b>Total Funding Request</b>	<b>\$ 9,298.68</b>
------------------------------	--------------------

Please make check payable to: **Bannon Lakes CDD**  
c/o GMS LLC  
475 West Town Place  
Suite 114  
St. Augustine FL 32092

Signature: \_\_\_\_\_  
Chairman/Vice Chairman

Signature: \_\_\_\_\_  
Secretary/Asst. Secretary



**REQUISITION NO. 147**  
**(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 Bannan 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: 147
- (B) Name of Payee: ETM
- (C) Amount Payable: Total: \$9,298.68
- (D) Bannan Lakes CDD Invoice #0195078
- (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**

By: \_\_\_\_\_

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.

By: \_\_\_\_\_

Jay V. Katsen 9/18/2020

Title: District Engineer



Art Lancaster  
Bannon Lakes, CDD  
700 Ponte Vedra Lakes Boulevard  
Ponte Vedra Beach, FL 32082

July 31, 2020  
Project No: 19208.00000  
Invoice No: 0195078

Project 19208.00000 Bannon Lakes Force Main - International Golf Parkway I-95

**Professional Services rendered through July 31, 2020**

Task Lump Sum

Task	Contract Amount	Percent Complete	Earned To Date	Previously Billed	Current Billed
1. Pre-Design Concept Plans	5,000.00	100.00	5,000.00	5,000.00	0.00
2. Forcemain Construction Plans	36,000.00	100.00	36,000.00	27,000.00	9,000.00
3. DEP Sanitary Sewer Collection Sys Ind	3,500.00	0.00	0.00	0.00	0.00
4. St. Johns County Development Review	25,000.00	0.00	0.00	0.00	0.00
5. FDOT Utility Permit	15,000.00	10.00	1,500.00	1,500.00	0.00
6. NPDES Notice of Intent	1,500.00	0.00	0.00	0.00	0.00
Total Fee	86,000.00		42,500.00	33,500.00	9,000.00
Total Fee				9,000.00	
Total this Task				\$9,000.00	

Task	XP	Expenses		
Expenses				
Reproductions			27.72	
Permits			232.00	
Total Expenses			259.72	298.68
Total this Task				\$298.68

Invoice Total this Period \$9,298.68



Approval   
Entity Bannon Lakes  
Account 700-3  
Entered 9/14/20  
Draw ALC  
Note

England-Thim & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-645-6960 • Fax 904-645-6465  
CA-0002284 LC-0000518



**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**

By:   
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.

By:  7/20/20  
Title: District Engineer



# Clary & Associates, Inc.

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

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

PAGE 1

3352  
EASTLAND  
700 PONTE VEDRA LAKES BLVD  
PONTE VEDRA BEACH FL 32082

DELIVER TO  
PER CONTRACT

ORDERED BY: ART

DESCRIPTION: 05/18/20

W.O. NO. 2020-328

LOT : F.M.  
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

CDD  
WJ

ROUTE SURVEY

3,850.00



TOTAL DUE \$3,850.00

Approval [Signature]  
Entity Bannon Lakes  
Account 7/13/20  
Entered CC  
Draw SI  
Note Survey

CDD AIR

ENTERED  
[Signature]

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**

By:   
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.

By:  7/20/20  
Title: District Engineer



# Clary & Associates, Inc.

3830 Crown Point Road Suite A • Jacksonville 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

*CDD*  
*reg*

TOTAL DUE \$9,600.00



Approval  
Entity *Bannon Lakes*  
Account *CDPA*  
Entered *7/9/20*  
Draw *CC # 51*  
Note *Survey*

*CDPA*



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