

BANNON LAKES
Community Development District

January 23, 2025

AGENDA

Bannon Lakes

Community Development District

475 West Town Place, Suite 114, St. Augustine, FL 32092

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

January 16, 2025

Board of Supervisors
Bannon Lakes Community Development District

Dear Board Members:

The Bannon Lakes Community Development District Board of Supervisors Regular Meeting is scheduled for **Thursday, January 23, 2025, at 6:00 p.m.** at World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, FL 32092. Following is the advance agenda for this meeting:

- I. Call Order
- II. Public Comments
- III. Approval of Minutes of the December 10, 2024 Meeting
- IV. Discussion of Rate Hearing
 - A. Consideration of Resolution 2025-02, Setting a Public Hearing Date to Adopt Rates
- V. Discussion of Pond Ownership
- VI. Discussion of Amenity Center Enhancements
- VII. Consideration of Proposal from Bio-Tech Consulting for Pond Treatment
- VIII. Consideration of Agreement for Professional Engineering Services with Matthews Design Group, LLC
- IX. Other Business
- X. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - D. General Manager - Report
- XI. Audience Comments
- XII. Supervisor's Requests

- XIII. Financial Reports
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2024
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XIV. Next Scheduled Meeting – To Be Determined
- XV. Adjournment

THIRD 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 Tuesday, December 10, 2024 at 6:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Matt Biagetti	GMS
Jeff Johnson	RMS
Diana Lambert	RMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

Mr. Oliver opened the public comment period. There were no public comments.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Appointed Supervisors (Seat 1, Seat 3, and Seat 4)

Mr. Oliver stated at the last meeting Mr. Louw was appointed to the Board to fill a vacancy. Also Ms. Gehring and Ms. Crenier will begin new terms. He performed the oath of office to the

three new officers. He noted they will cover the legal aspects of Board member responsibilities later in the agenda.

B. Election of Officers, Resolution 2025-01

Mr. Oliver stated after a general election the Florida statutes require the Board to elect new officers. He reviewed the GMS appointed officers. He stated the current slate of officers were Mike Sheldon as Chair and Kim Crenier as Vice-Chair. He added the Board can keep the same slate or make changes.

The Board agreed to keep the same slate of officers. The new officers would be Mr. Sheldon as Chair, Ms. Crenier as Vice-Chair, Ms. Gehring, Mr. Louw, Mr. Cooper as Assistant Secretaries, and Mr. Oliver as Secretary and Treasurer. Other GMS staff were listed as officers.

On MOTION by Ms. Gehring, seconded by Mr. Louw, with all in favor, Election of Officers, Resolution 2025-01 with Mr. Sheldon as Chairman, Ms. Crenier as Vice Chairperson, Ms. Gehring, Mr. Louw, Mr. Cooper as Assistant Secretaries, and Mr. Oliver as Secretary and Treasurer, was approved 5-0.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 6, 2024 Meeting

Mr. Oliver presented the minutes from the November 6, 2024 Board of Supervisor’s meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, the Minutes of the November 6, 2024 Meeting, were approved 5-0.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Engineering Services

Mr. Oliver stated at the last meeting a resignation letter was received by the previous engineering services firm. He added the RFQ process was started which does not include pricing. He noted 1 set of qualifications were received from a very qualified group known as Matthews DCCM. He stated if the Board selected them, they would bring pricing back to the next meeting.

Ms. Crenier asked if they only had 1 firm does that negatively impact the ability to negotiate the price. Mr. Oliver noted he had asked for a rate sheet, and it was within the boundaries of other engineering firms. He added they are not limited to one engineer and could bring on another firm.

On MOTION by Mr. Sheldon, seconded by Mr. Cooper, with all in favor, the Proposal from Matthews DCCM for Engineering Services, was approved 5-0.
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SIXTH ORDER OF BUSINESS

Discussion of Proposed Rates & Policy Changes

Mr. Oliver stated this meeting would be for discussion of policy and rate changes, and no vote would be held. He added after the discussion the new policy and rates proposal would be drafted to brought back to the next meeting. This would give the community time for their input. Mr. Sheldon asked for officers of HOA and everyone to review these changes and stated the Board would take suggestions.

Ms. Lambert suggested a policy change to the amenity rentals for private parties. She proposed a \$50 fee for rentals to help offset the cost of furniture. She added this would be a non-refundable fee with 2 fees for a deposit and the \$50 is refundable. Ms. Crenier asked how many times rentals are used at the amenity center. Ms. Lambert replied it is used 100 times a year. It was noted there is no fee, but there is a \$200 deposit that is fully refundable if the renter checks out successfully. She clarified this was for private parties only, not basic weekly classes. Mr. Oliver noted at the next meeting there would be a rate hearing. Another question was asked about how many times a deposit was not returned. Ms. Lambert noted only one deposit was not refunded as of July 2023.

Ms. Lambert asked about changing the language of parking policies. She referred to page 7 #22 stating there is no overnight parking at the amenity center unless the owner notifies the amenity manager and receives 24-hour parking pass. She added there has been previous discussion on this issue to include the no overnight parking portion of the parking areas, safety, transient issues, liability, and possible community concerns on parking in the street and blocking emergency vehicles. Mr. Oliver noted this could be discussed at the next meeting with the community.

Further discussion was held on county roads, traffic enforcement ability, ability to tow, HOA stating parking in the streets, clarification needed on the county owned roads, CDD owned roads, speeding concerns, common areas, and the HOA ability to enforce.

Community resident (Lisa) commented on penalty on using the amenity with a fee and a suggestion for the entire community. Ms. Lambert commented on the unusual wear and tear on the amenity furniture.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, Setting a Rate Hearing in February for Proposed Amenity Rental Fees, was approved 5-0.

SEVENTH ORDER OF BUSINESS

Discussion of CDD 101 Topics

Mr. Oliver noted they would have an abridged version of this issue, and he would meet with the new Supervisors to cover in more detail. Mr. Haber reviewed the highlights of what is a CDD, responsibilities of CDDs, difference of the HOA and CDD, CDD operations, budget assessments, and elections.

Bannon Lakes CDD is responsible for the master stormwater system, the amenities, wetlands, common areas, and landscaping. The Board has no permitting authority, or no police power, Bannon Lakes cannot enforce codes, and they make no architectural decisions. He reviewed the Board roles of each position. It was noted the Board makes policy and GMS the District Manger monitors the actions. He explained the role of his office as District management and the role of District counsel.

Mr. Oliver reviewed other job roles, notice requirements for meetings, agenda postings, public comments, quorums requirements, maintenance items, meeting protocol, voting, rules of procurement, budget process, O&M assessments and community notice requirements, changes and amendments to the budget, bond process and issuances, debt assessment, special assessments, Board roles and responsibilities, majority voting, general election process, master HOA roles and responsibilities, developer responsibilities, and the funding process.

Ms. Crenier asked that noticing on the website to be in bold print or highlighted.

EIGHTH ORDER OF BUSINESS

Discussion of Pond Ownership

Mr. Sheldon noted this item is for discussion of pond ownership. There are 16 total lakes connecting through the water system owned by CDD and HOA ownership. He noted there has been discussion of putting all of them under one management group. He explained the issues and impacts on lakes, the transfer process, and submitting budget timeline for this process. He suggested to have a work group to lead this process for combining lakes.

An audience member noted she had a master declaration and wanted clarification on the language. It was explained this would be a topic for the work group. Other discussion topics were on conveyance of the ponds, HOA and CDD declarations, lake maintenance, and Pulte ownership issues.

An audience member asked about specific transfers of ponds to Bannon Lakes. Mr. Haber reviewed the lake improvement process and budgeting impacts. Other complications were discussed of this process, lake benefits to each community, assessments on lakes, fair and reasonable allocations, timelines, erosion issues before acceptance, and maps declaring lake ownership.

The Board decided to have a workgroup and have Mr. Sheldon be the representative to reach out to the HOA leadership for the working groups. Mr. Haber discussed the sunshine law and workgroup process. Further discussion was held on the process of discussions and following the sunshine law.

Dog issues with leashes, dog ownership responsibilities, property owners, and clean-up after dogs.

NINTH ORDER OF BUSINESS

Other Business

Ms. Crenier asked about improvements to the amenity center and having an enclosed facility for events. An audience member commented on improvements to the playground by adding a cover. It was noted these topics will be for the workshop discussion. Ms. Crenier will take the lead for work groups and discussion topics.

Ms. Crenier commented on concerns with feeding wildlife prohibition on CDD property and notices to residents.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber discussed the ethics requirements, the process, and deadlines.

B. Engineer

There being no comments, the next item followed.

C. District Manager

Mr. Oliver stated he would like for the Board to discuss the meeting dates. He noted currently they are meeting on the first Wednesday of the month. He suggested meeting on the first Tuesday or for the fourth Thursday at 6:00 p.m. He stated he would discuss the financials later in the agenda.

D. General Manager – Report

Ms. Lambert reviewed the report and ask for any questions. Mr. Sheldon ask about calling the police from the security system. She noted they have not contacted the police.

E. Operations Manager Report

Mr. Johnson discussed the drainage issue on the playground and the steps he had taken to eliminate the issue.

ELEVENTH ORDER OF BUSINESS

Audience Comments

- Resident asked about the drainage issues in the community on Rock Springs Loop and who owns the area and who is maintaining.
- Resident made comments on the amenity center being open to residents at any time and the pool hours. She commented on more lighting needed around the amenity center and the hours to access the pool deck.
- Resident comments on meeting times.

TWELFTH ORDER OF BUSINESS

Supervisor’s Requests

Ms. Crenier made a comment on having bold or highlight notices on the website.

She asked who in the audience was an HOA Board member. She encouraged all HOA members to become involved by attending meetings.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending October 31, 2024

Mr. Oliver presented the unaudited financials through the end of October 2024.

B. Assessment Receipt Schedules

Mr. Oliver noted the District is at 14.9% collected on the tax rolls and he expects to be fully collected by the end May.

C. Approval of Check Register

Mr. Oliver presented the check register for approval.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, the Check Register, was approved 5-0.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – February 5, 2025 @ 1:00 p.m. at the Good News Church

Mr. Oliver stated the next meeting is scheduled for February 5, 2025 at 6:00 p.m. The Board discussed issues with meeting in the amenity center and other meeting locations. Mr. Sheldon noted he is not comfortable with using the amenity center for meetings.

Mr. Oliver noted the next meeting will be on January 23, 2025 at 6:00 p.m. at the Good News Church. The proposed meeting schedule will be brought to this meeting for a vote.

FIFTEENTH ORDER OF BUSINESS Adjournment

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FOURTH ORDER OF BUSINESS

A.

RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE THE DATE, TIME AND PLACE OF A PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING AMENITY POLICIES AND RATES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bannon Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors of the District (“Board”) is authorized by Sections 190.011(5) and 190.035, *Florida Statutes*, to adopt rules, orders, rates, fees and charges pursuant to Chapter 120, *Florida Statutes*.

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

SECTION 1. The Board of Supervisors will hold a public hearing to adopt rates regarding the use of the District’s recreational facilities and services, a proposed copy of which is attached hereto as **Exhibit A** (“Amenity Rates”). The Board will hold a public hearing on _____, 2025, at 6:00 p.m., at _____, St. Augustine, Florida 32092.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 23rd day of January, 2025.

ATTEST:

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amenity Rates

SEVENTH ORDER OF BUSINESS



July 15, 2024

Jim Oliver
Governmental Management Services, LLC
475 West Town Place
Suite 114
St. Augustine, Florida 32092

Proj: Bannon Lakes Littoral Creation - Maintenance
Re: Proposal for Environmental Services - (BTC Proposal No. 24-1403)

Dear Jim:

Bio-Tech Consulting (BTC) is pleased to provide this proposal for environmental services associated with Bannon Lakes Littoral Creation - Maintenance in St. Johns County. If you would like BTC to proceed with the scope outlined herein, please sign the signature block, complete the billing information section and initial where provided, then return to my attention.

Should you have any questions or require any additional information, please do not hesitate to contact this office at (407) 894-5969 or toll free at (877) 894-5969. Thank you.

Regards,
Daniel Corkum
Project Manager

Orlando: Main Office
3025 East South Street
Orlando, FL 32803

Jacksonville Office
11235 St Johns Industrial Pkwy N
Suite 2
Jacksonville, FL 32246

Tampa Office
6011 Benjamin Road
Suite 101B
Tampa, FL 33634

Vero Beach Office
4445 N A1A
Suite 221
Vero Beach, FL 32963

Key West Office
1107 Key Plaza
Suite 259
Key West, FL 33040

Land & Aquatic
Management Operations
3825 Rouse Road
Orlando, FL 32817

407.894.5969
877.894.5969
407.894.5970 fax

**PROPOSAL FOR ENVIRONMENTAL SERVICES
BANNON LAKES LITTORAL CREATION - MAINTENANCE
BTC PROPOSAL No. 24-1403**

1. MAINTENANCE QUARTERLY - PONDS (75-6)

This task will consist of herbicide treatment of nuisance and invasive exotic vegetation from the ponds. Maintenance events will occur quarterly.

NOTES: This task will include 4 treatments a year for 4 years at \$1,050.00 per treatment.

Number of instances: 16 Quarterly

TOTAL PRICE: \$16,800.00

2. GENERAL PROJECT COORDINATION (65-0)

Project coordination will cover any requested reports, meetings, telephone calls, or other consultation as needed for the project.

Hourly Not to Exceed Total Price: \$600.00

Bio-Tech Consulting
Time & Materials Schedule

Expert Witness	\$350.00-\$400.00/Hour
President, John Miklos	\$250.00/hour
Vice President/Directors	\$175.00/Hour
Senior Scientist	\$150.00/Hour
Project Manager	\$150.00/Hour
Wildlife Specialist	\$140.00/Hour
Field Biologist	\$130.00/Hour
Field Technician	\$105.00/Hour
GIS	\$110.00/Hour
Administrative	\$65.00/Hour
Materials Cost	Cost + 12%

Bio-Tech Consulting's company policy requires that the Proposal for Services must be executed and returned via fax, email or post prior to initiation of any work associated with this scope and/or project. The client will only be billed for the tasks and/or hours completed. Fees and all other charges will be billed monthly or as the work progresses and the net amount shall be due at the time of invoicing. Any Time and Materials work is based on the above rates and any actual costs incurred. Any work requested outside of this Proposal for Services described above would require either an additional contract or authorization for Time and Materials. Please note that the hourly rates are subject to the current year's pricing. Any balance remaining unpaid after 30 days of initial invoicing will be subject to an interest charge of 12% APR (not to exceed the maximum rate allowable by law). The client agrees that any balance remaining unpaid after 90 days from the date of the initial invoicing shall be deemed in default. The client further agrees that in the event payment is not made and the amount is referred to a Collection Agency and/or an attorney, to pay all cost of collection, including but not limited to, all collection agency fees, attorney's fees, paralegal fees, court costs, and investigative fees. It is also agreed that if legal action is necessary to collect on the account, the State of Florida, Orange County, will retain jurisdiction and venue over the matter. Client confirms project limits as outlined/illustrated in this agreement, accepts the general conditions attached herein and agrees that Bio-Tech Consulting, LLC, and its staff and assigns, have full access to the identified property, for the purposes of completing the tasks identified in the above Proposal for Services.

MUTUALLY UNDERSTOOD AND AGREED:



John Miklos, President
Bio-Tech Consulting, LLC

July 15, 2024

Date

Authorized Signatory

Date

MANDATORY

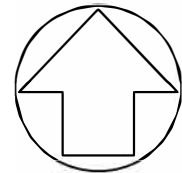
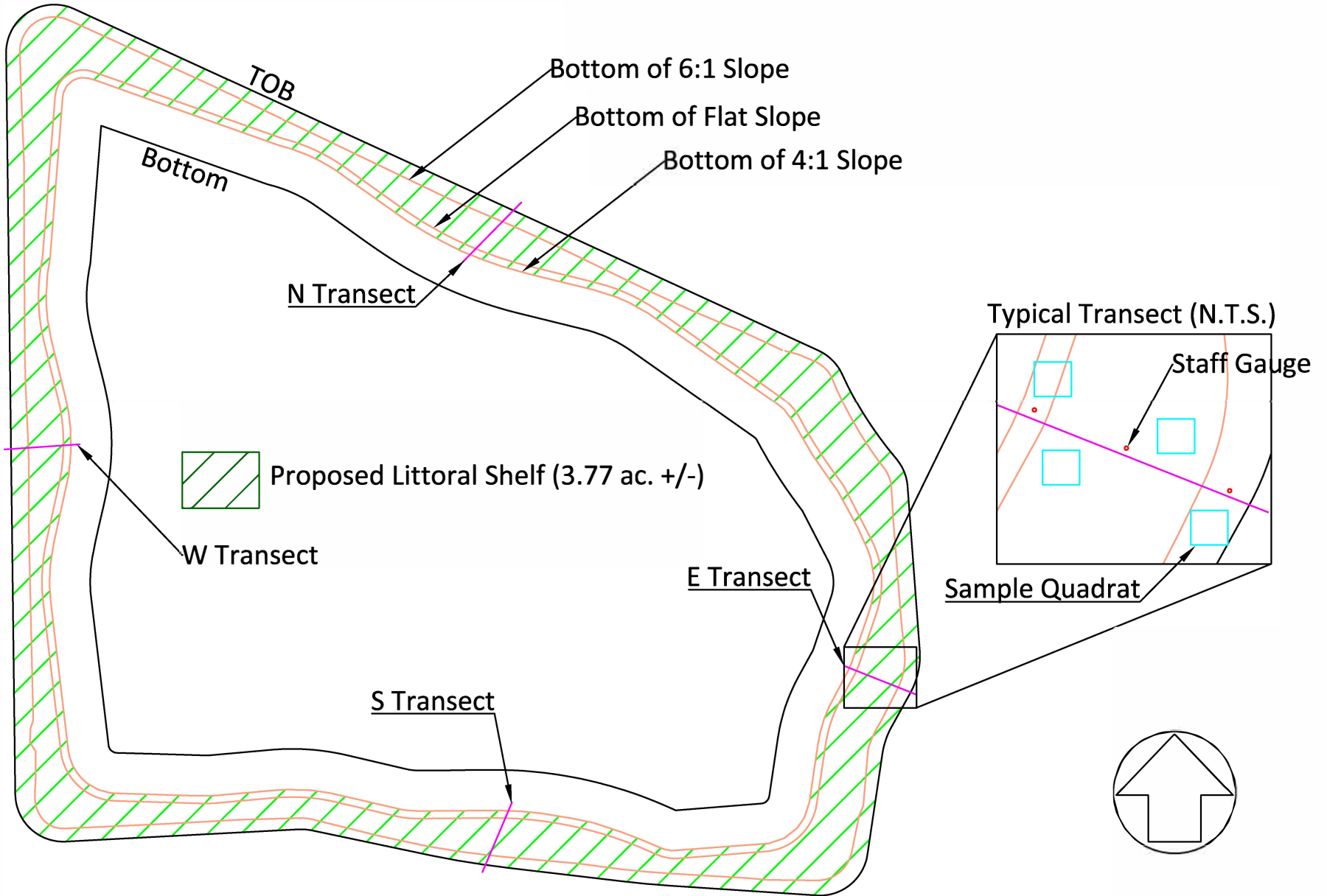
Billing/Accounts Payable Contact:

Billing Information: Name: _____
Title: _____
Company: _____
Address: _____
Phone: _____
Cell: _____
Fax: _____
E-mail: _____

Please check here if you prefer to receive a paper invoice

Landowner/Access Contact Information:

Name: _____
Phone: _____
Gate Code: _____
Access Point: _____
Tenants Present: _____
Other Relevant Information:



Bio-Tech Consulting, LLC
General Contract Conditions

SECTION 1: RESPONSIBILITIES

1.1 Bio-Tech Consulting, LLC heretofore referred to as the “Consultant” has the responsibility for providing the services described under the “Scope of Services” section. The work is to be performed according to accepted standards of care and is to be completed in a timely manner.

1.2 The “Client”, or a duly authorized representative, is responsible for providing the Consultant with a clear understanding of the project nature and scope. The Client shall supply the Consultant with sufficient and adequate information, including, but not limited to, maps, site plans, reports, surveys and designs, to allow the Consultant to properly complete the specified services. The Client shall also communicate changes in the nature and scope of the project as soon as possible during performance of the work so that the changes can be incorporated into the work product.

SECTION 2: STANDARD OF CARE

2.1 Services performed by the Consultant under this Agreement are expected by the Client to be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the Consultant’s profession practicing contemporaneously under similar conditions in the locality of the project. No other warranty, expressed or implied, is made.

2.2 The Client recognizes that conditions may vary from those observed at locations where observations and analysis has occurred, and that site conditions may change with time. Data, Interpretations, and recommendations by the Consultant will be based solely on information available to the Consultant at the time of service. The Consultant is responsible for those data, interpretations, and recommendations, but will not be responsible for other parties’ interpretations or use of the information developed.

SECTION 3: SITE ACCESS AND SITE CONDITIONS

3.1 Client will grant or obtain free access to the site for all equipment and personnel necessary for the Consultant to perform the work set forth in this Agreement. The Client will notify any and all possessors of the project site that Client has granted Consultant free access to the site. The Consultant will take reasonable precautions to minimize damage to the site, but it is understood by Client that, in the normal course of work, some damage may occur, and the correction of such damage is not part of this Agreement unless so specified in the Proposal.

SECTION 4: SAMPLE OWNERSHIP AND DISPOSAL

4.1 Any samples obtained from the project during performance of the work shall remain the property of the Client.

4.2 The Consultant will dispose of or return to Client all remaining samples 60 days after submission of report covering those samples. Further storage or transfer of samples can be made at Client’s expense upon Client’s prior written request.

SECTION 5: BILLING AND PAYMENT

5.1 Consultant will submit invoices to Client monthly or upon completion of services. Invoices will show charges for different personnel and expense classification.

5.2 Payment is due 30 days after presentation of invoice and is past due 31 days from invoice date. Client agrees to pay a finance charge of one percent (1%) per month, or the maximum rate allowed by law, on past due accounts.

5.3 If the Consultant incurs any expenses to collect overdue billing on invoices, the sums paid by the Consultant for reasonable attorney's fees, court costs, Consultant's time, Consultant's expenses, and interest will be due and owing by the Client.

SECTION 6: OWNERSHIP OF DOCUMENTS

6.1 All reports, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by the Consultant, as instruments of service, shall remain the property of the Consultant.

6.2 Client agrees that all reports and other work furnished to the Client or his agents, which are not paid for, will be returned upon demand and will not be used by the Client for any purpose.

6.3 The Consultant will retain all pertinent records relating to the services performed for a period of five years following submission of the report, during which period the records will be made available to the Client at all reasonable times.

SECTION 7: DISCOVERY OF UNANTICIPATED HAZARDOUS MATERIALS

7.1 Client warrants that a reasonable effort has been made to inform Consultant of known or suspected hazardous materials on or near the project site.

7.2 Under this agreement, the term hazardous materials will include hazardous materials (40 CFR 172.01), hazardous wastes (40 CFR 261.2), hazardous substances (40 CFR 300.6), petroleum products, polychlorinated biphenyls and asbestos.

7.3 Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Consultant and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work. Consultant and Client also agree that the discovery of unanticipated hazardous materials may make it necessary for Consultant to take immediate measures to protect health and safety. Client agrees to compensate Consultant for any equipment decontamination or other costs incident to the discovery of unanticipated hazardous waste.

7.4 Consultant agrees to notify Client when unanticipated hazardous materials or suspected hazardous materials are encountered. Client agrees to make any disclosures required by law to the appropriate governing agencies. Client also agrees to hold Consultant harmless for any and all consequences of disclosure made by Consultant which are required by governing law. In the event the project site is not owned by Client, Client recognizes that it is the Client's responsibility

to inform the property owner of the discovery of unanticipated hazardous materials or suspected hazardous materials.

7.5 Notwithstanding any other provision of the Agreement, Client waives any claim against Consultant, and to the maximum extent permitted by law, agrees to defend, indemnify, and save Consultant harmless from any claim, liability, and/or defense costs for injury or loss arising from Consultant's discovery of unanticipated hazardous materials or suspected hazardous materials including any costs created by delay of the project and any cost associated with possible reduction of the property's value. Client will be responsible for ultimate disposal of any samples secured by the Consultant which are found to be contaminated.

SECTION 8: RISK ALLOCATION

8.1 Unless a Client specific certificate of liability insurance is requested at time of proposal acceptance, Client agrees that Consultant's liability for any damage on account of any error, omission or other professional negligence will be limited to a maximum of \$10,000.

SECTION 9: INSURANCE

9.1 The Consultant represents and warrants that it and its agents, staff and Consultants employed by it, is and are protected by or exempt from worker's compensation insurance and that Consultant has such coverage under public liability and property damage insurance policies which the Consultant deems to be adequate. Certificates for all such policies of insurance shall be provided to Client upon request in writing. Within the limits and conditions of such insurance, Consultant agrees to indemnify and save Client harmless from and against loss, damage, or liability arising from negligent acts by Consultant, its agents, staff, and consultants employed by it. The Consultant shall not be responsible for any loss, damage or liability beyond the amounts, limits, and conditions of such insurance or the limits described in Section 8, whichever is less. The Client agrees to defend, indemnify and save consultant harmless for loss, damage or liability arising from acts by client, client's agent, staff, and other consultants employed by Client.

SECTION 10: DISPUTE RESOLUTION

10.1 All claims, disputes, and other matters in controversy between Consultant and Client arising out of or in any way related to this Agreement will be submitted to 'alternative dispute resolution' (ADR) such as mediation and/or arbitration, before and as a condition precedent to other remedies provided by law.

10.2 If a dispute at law arises related to the services provided under this Agreement and that dispute requires litigation instead of ADR as provided above, then: (a) the claim will be brought and tried in judicial jurisdiction of the court of the county where Consultant's principal place of business is located and Client waives the right to remove the action to any other county or judicial jurisdiction, and (b) the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorney's fees, and other claim related expenses.

SECTION 11: TERMINATION

11.1 This agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, Consultant shall be paid for services performed pursuant to this agreement through the date of termination.

11.2 In the event of termination or suspension for more than (3) three months, prior to completion of all reports contemplated by this Agreement, Consultant may complete such analyses and records as are necessary to complete his files and also complete a report on the services performed to the date of notice of termination or suspension. The Consultant shall be entitled to payment for services for said completion, including all direct costs associated in completing such analyses, records and reports.

SECTION 12: ASSIGNS

12.1 Neither the Client nor the Consultant may delegate, assign, sublet or transfer his duties or interest in this Agreement without the written consent of the other party.

SECTION 13: GOVERNING LAW AND SURVIVAL

13.1 The laws of the State of Florida will govern the validity of these terms, their interpretation and performance.

13.2 If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions will not be impaired. Limitations of liability and indemnities will survive termination of this Agreement for any cause.

EIGHTH ORDER OF BUSINESS

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (the “Agreement”) is made and entered into this ____ day of _____ 2025, 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, with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”); and

Matthews Design Group, LLC d/b/a Matthews/DCCM, a Florida limited liability company, with a mailing address of 7 Waldo Street, St. Augustine, Florida 32084 (“**Engineer**”).

RECITALS

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

WHEREAS, the District is authorized to plan, finance, construct, install, acquire and/or maintain improvements, facilities and services in conjunction with the development and maintenance of the lands within the District; and

WHEREAS, pursuant to Sections 190.033 and 287.055, *Florida Statutes*, the District solicited qualifications from qualified firms and individuals to provide professional engineering services to the District on a continuing basis; and

WHEREAS, Engineer submitted a proposal to serve in this capacity; and

WHEREAS, the District's Board of Supervisors (the “**Board**”) ranked Engineer as the most qualified firm to provide professional engineering services for the District on a continuing basis and authorized the negotiation of a contract pursuant to Section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, surveying, planning, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization(s); and

WHEREAS, the Engineer shall serve as District’s professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties hereto and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

ARTICLE 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated by reference herein as a material part of this Agreement.

ARTICLE 2. SCOPE OF SERVICES.

- A. The Engineer will provide general engineering services for the District, including:
1. Preparation of any necessary reports and attendance at meetings of the Board.
 2. Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks.
 3. Providing professional engineering services, including but not limited to, review and execution of documents under the District's Trust Indentures and monitoring of District projects.
 4. Any other items requested by the Board.
- B. Engineer shall, when authorized by the Board, provide general services related to construction of any District projects, including but not limited to:
1. Periodic visits to the site, or full-time construction management of District projects, as directed by District.
 2. Processing of contractors' pay estimates.
 3. Preparation of, and/or assistance with, the preparation of work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel, and the Board.
 4. Final inspection and requested certificates for construction, including the final certificate of construction.
 5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
 6. Any other activity related to construction as authorized by the Board.
- C. With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

ARTICLE 3. METHOD OF AUTHORIZATION. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of services, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized and shall be in a form similar to the form set forth in **Exhibit A** attached hereto and incorporated herein by this reference ("**Work Authorization**"). Authorization of services or projects under this Agreement shall be at the sole option of the District.

ARTICLE 4. COMPENSATION. It is understood and agreed that the payment of compensation for services under this Agreement shall be stipulated in each Work Authorization. One of the following methods will be utilized:

- A. **Lump Sum Amount** – The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017, *Florida Statutes*, for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization

was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within one (1) year following the completion of the work contemplated by the lump sum Work Authorization.

- B. Hourly Personnel Rates** – For services or projects where the scope of services is not clearly defined or recurring services or other projects where the District desires the use of the hourly compensation rates, the rates outlined in **Exhibit B**, attached hereto and incorporated by this reference, shall apply. The District and Engineer may agree to a “not to exceed” amount when utilizing hourly personnel rates for a specific work authorization.

ARTICLE 5. REIMBURSABLE EXPENSES. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the services for the incidental expenses as listed as follows:

- A.** Expenses of transportation and living when traveling in connection with a project and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District’s travel policy.
- B.** Expense of reproduction, postage and handling of drawings and specifications.

ARTICLE 6. TERM OF AGREEMENT. It is understood and agreed that the term of this Agreement will be from the time of execution of this Agreement by the parties hereto until terminated in accordance with its terms.

ARTICLE 7. SPECIAL CONSULTANTS. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

ARTICLE 8. BOOKS AND RECORDS. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida law. The District, or its authorized representative, shall have the right to audit such books and records at reasonable times upon prior notice to Engineer.

ARTICLE 9. OWNERSHIP OF DOCUMENTS.

- A.** All rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the “**Work Product**”) shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.
- B.** The Engineer shall deliver all Work Product to the District upon completion thereof, unless it is necessary for the Engineer in the District’s sole discretion to retain possession for a longer period of time. Upon early termination of the Engineer’s services hereunder, the Engineer shall deliver to the District all such Work Product, whether complete or not, upon payment of all outstanding balances due Engineer for Work Product. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District’s prior express written consent. The

Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the District. If said Work Product is used by the District for any purpose other than that purpose which is intended by this Agreement, the District shall indemnify Engineer from any and all claims and liabilities which may result from such re-use, in the event Engineer does not consent to such use.

- C. The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. The Engineer hereby assigns to the District any and all rights the Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise, the preparation of such copyrightable or patentable materials or designs.

ARTICLE 10. REUSE OF DOCUMENTS. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. Such documents are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to District are subject to reuse in accordance with Section 287.055(10), *Florida Statutes*.

ARTICLE 11. ESTIMATE OF COST. Since Engineer has no control over the cost of labor, materials, or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, Engineer's opinions of probable cost provided as a service hereunder are to be made on the basis of its experience and qualifications and represent Engineer's best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by Engineer. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

ARTICLE 12. INSURANCE.

- A. Subject to the provisions of this Article, the Engineer shall, at a minimum, maintain throughout the term of this Agreement the following insurance:
1. Workers' Compensation Insurance in accordance with the laws of the State of Florida.
 2. Commercial General Liability Insurance, including but not limited to, bodily injury (including contractual), property damage (including contractual), products and completed operations, and personal injury with limits of not less than One Million Dollars and No Cents (\$1,000,000.00) per occurrence, and

not less than Two Million Dollars and No Cents (\$2,000,000.00) in the aggregate covering all work performed under this Agreement.

3. Automobile Liability Insurance, including without limitation bodily injury and property damage, including all vehicles owned, leased, hired, and non-owned vehicles with limits of not less than One Million Dollars and No Cents (\$1,000,000.00) combined single limit covering all work performed under this Agreement.
 4. Professional Liability Insurance for Errors and Omissions, with limits of not less than One Million Dollars and No Cents (\$1,000,000.00).
- B.** All insurance policies secured by Engineer pursuant to the terms of this Agreement shall be written on an “occurrence” basis to the extent permitted by law, except with respect to the Professional Liability Insurance which shall be on a claims-made basis.
- C.** The District and the District’s officers, supervisors, agents, staff, and representatives shall be named as additional insured parties, except with respect to the Worker’s Compensation Insurance and Professionally Liability Insurance for which only proof of insurance shall be provided. The Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Section. 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.
- D.** If the Engineer fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Engineer 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.

ARTICLE 13. CONTINGENT FEE. The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

ARTICLE 14. AUDIT. Records of the Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times. The Engineer agrees that the District or any of its duly authorized representatives shall have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement for a period of four (4) years or longer as required by law. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until either (a) the completion of an audit and resolution of all questions arising therefrom, or (b) three years after the expenditure of all funds

under this Agreement, or (c) the public record retention period established by the District's records retention policy, whichever comes later.

ARTICLE 15. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by the Engineer, shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public or governmental authority having appropriate jurisdiction. If the Engineer 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 Engineer or any of its agents, servants, or employees, 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.

ARTICLE 16. COMPLIANCE WITH PROFESSIONAL STANDARDS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by Engineer, shall maintain the standard of care, skill, diligence, and professional competency for such work and/or services ordinarily used by members of the Engineer's profession practicing under similar circumstances at the same time and in the same locality. Any designs, drawings, reports, or specifications prepared or furnished by Engineer that contain errors, conflicts, or omissions will be promptly corrected by Engineer at no cost to the District.

ARTICLE 17. INDEMNIFICATION.

- A. The Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the District, its officers, supervisors, agents, staff, and representatives from any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, paralegal fees, and expert witness fees and costs for trial, alternative dispute resolution, or appellate proceedings, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct or errors or omissions of the Engineer and persons employed or utilized by the Engineer in the performance of this Agreement.
- B. Engineer agrees and covenants that nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*, or other applicable law. The District agrees, to the extent permitted by Section 768.28, *Florida Statutes*, and other applicable law, to indemnify and hold the Engineer harmless from any damage, liability or cost to the extent caused by the District's negligence, recklessness, or intentionally wrongful conduct of the District and persons employed or utilized by the District in the performance of this Agreement.
- C. The following shall apply only to the extent a limitation on liability is required by Section 725.06, *Florida Statutes*, or other applicable law: liability under this section shall in no event exceed the sum of Two Million Dollars (\$2,000,000). Engineer shall carry, at its own expense, insurance in a company satisfactory to District to cover the aforementioned liability. Engineer agrees such limitation bears a reasonable commercial relationship to the Agreement.
- D. Disclaimer of Consequential Damages - Notwithstanding anything to the contrary in this Agreement, the Parties shall have no liability to each other for indirect, consequential, or

special damages including, but not limited to, liability or damages for delays of any nature, loss of anticipated revenues or profits, costs of shutdown or startup.

E. UNDER THIS AGREEMENT, AND SUBJECT TO THE REQUIREMENTS OF SECTION 558.0035, FLORIDA STATUTES, WHICH REQUIREMENTS ARE EXPRESSLY INCORPORATED HEREIN, AN INDIVIDUAL EMPLOYEE OR AGENT OF ENGINEER MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

- F. In the event that any indemnification, defense, or hold harmless provision of this Agreement is determined to be unenforceable, the provision shall be reformed in accordance with the mutual intent of the Engineer and the District to provide indemnification, defense, and hold harmless provisions to the maximum effect allowed by Florida law and for the benefit of the Indemnitees.

ARTICLE 18. EMPLOYMENT VERIFICATION; E-VERIFY. The Engineer agrees that it shall bear the responsibility for verifying the employment status of all persons it employs or subcontracts in the performance of this Agreement and agrees to otherwise comply with all applicable federal and Florida law, including but not limited to the Immigration Reform and Control Act of 1986, as amended, and Section 448.095, Florida Statutes.

ARTICLE 19. INDEPENDENT CONTRACTOR. In all matters relating to this Agreement, the District and the Engineer agree and acknowledge that the Engineer shall serve as an independent contractor of the District. Neither the Engineer nor employees of the Engineer, if any, are employees of the District under the meaning or application of any Federal or State unemployment, insurance laws, or any other potentially applicable laws. The Engineer agrees to assume all liabilities or obligations by any one or more of such laws with respect to employees of the Engineer, if any, in the performance of this Agreement. The Engineer shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Engineer shall have no authority to represent as agent, employee, or in any other capacity the District, unless set forth differently herein or authorized by vote of the Board.

ARTICLE 20. CONTROLLING LAW. The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Venue for all proceedings with respect to this Agreement shall be St. Johns County, Florida.

ARTICLE 21. NOTICE. All notices, requests, consents and other communications under this Agreement (“**Notices**”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

- A. If to Engineer:** Matthews/DCCM
7 Waldo Street

St. Augustine, Florida 32084
Attn: Alex Acree, P.E.

B. If to District:

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

With a copy to:

Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

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 Engineer may deliver Notice on behalf of the District and the Engineer. 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 or address to which Notices shall be sent by providing the same on five (5) day's written notice to the parties and addressees set forth herein.

ARTICLE 22. PUBLIC RECORDS. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is Jim Oliver ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Engineer shall 1) keep and maintain public records required by the District to perform the Services; 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 Agreement term and following the Agreement term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Agreement, transfer to the District, at no cost, all public records in Engineer'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 Engineer, the Engineer 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 ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ENGINEER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE

CUSTODIAN OF PUBLIC RECORDS AT 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092, (904) 940-5850, AND E-MAIL JOLIVER@GMSNF.COM.

ARTICLE 23. NO THIRD-PARTY BENEFITS. Nothing in the Agreement shall inure to the benefit of any third-party for the purpose of allowing any claim which would otherwise be barred by operation of law.

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

ARTICLE 25. ASSIGNMENT. Except as provided otherwise in this Agreement, neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Any purported assignment without such written consent is void. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate and consistent with this Agreement.

ARTICLE 26. CONSTRUCTION DEFECTS. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, *FLORIDA STATUTES*.

ARTICLE 27. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Engineer.

ARTICLE 28. ARM'S LENGTH TRANSACTION. This Agreement reflects the negotiated agreement of the District and the Engineer, each represented by competent legal counsel. Accordingly, this Agreement shall be construed as if both parties jointly prepared it, and no presumption against one party or the other shall govern the interpretation or construction of any of the provisions of this Agreement.

ARTICLE 29. TERMINATION. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement without cause upon thirty (30) days' written notice. At such time as the Engineer receives notification of the intent of the District to terminate the Agreement, the Engineer shall not perform any further services, unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

ARTICLE 30. 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.

ARTICLE 31. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Engineer is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorney's fees, paralegal fees, expert witness fees, and costs at all judicial levels.

ARTICLE 33. ACCEPTANCE. Acceptance of this Agreement is indicated by the signatures of the authorized representatives of the District and the Engineer in the spaces provided below.

ARTICLE 34. 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.

ARTICLE 35. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Engineer agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.

ARTICLE 36. COMPLIANCE WITH SECTION 287.135, FLORIDA STATUTES. Engineer certifies it: (i) is not in violation of Section 287.135, Florida Statutes; (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; (iv) does not have business operations in Cuba or Syria; (v) is not on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the Engineer is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate the Contract.

(Signatures on Following Page)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

Attest:

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary/Secretary

Chairperson / Vice Chairperson,
Board of Supervisors

**MATTHEWS DESIGN GROUP, LLC,
DBA MATTHEWS/DCCM**
a Florida limited liability company

Witness

By: Alex Acree, P.E.
Its: VP of Production

EXHIBIT A: Form of Work Authorization

EXBHITI B: Schedule of Rates

Exhibit A
Form of Work Authorization

_____, 202__

Bannon Lakes Community Development District
St. Johns County, Florida

Subject: **Work Authorization Number [__]**
 Bannon Lakes Community Development District

Dear Chairman, Board of Supervisors:

Matthews/DCCM (“**Engineer**”) is pleased to submit this work authorization to provide engineering services for the Bannon Lakes Community Development District (“**District**”). We will provide these services pursuant to our current agreement dated _____, 202__ (“**Engineering Agreement**”) as follows:

I. Scope of Work

[INSERT SCOPE OF WORK]

II. Fees

The District will compensate Engineer pursuant to the hourly rate schedule contained in the Engineering Agreement in accordance with the terms of the Engineering Agreement. The District will reimburse Engineer all direct costs, which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Engineering Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the District and Engineer with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Engineer. We look forward to working with you.

Sincerely,

Matthews/DCCM

Name: _____
Authorized Representative

APPROVED AND ACCEPTED
By: _____ Chair/Vice-Chair, Bannon Lakes Community Development District

Exhibit B
Schedule of Rates



SUPPORT STAFF	
Controller	\$150.00 - \$200.00
Graphic Designer	\$100.00 - \$140.00
Senior Graphic Designer	\$140.00 - \$180.00
Project Administrator and Project Coordinator	\$95.00 - \$120.00
ARCHITECTURE	
Project Manager, Architect	\$200.00 - \$255.00
Project Architect	\$170.00 - \$190.00
Project Coordinator, Architect	\$140.00 - \$170.00
Intern Architect	\$115.00 - \$140.00
CA, Architect	\$220.00 - \$240.00
Specifications Writer	\$220.00 - \$240.00
SURVEYING	
Project Director, Survey	\$215.00 - \$245.00
Senior Surveyor	\$170.00 - \$200.00
Senior GIS Enterprise Administrator	\$170.00 - \$200.00
Project Surveyor	\$155.00 - \$185.00
Project GIS Developer, Survey	\$155.00 - \$185.00
Staff Surveyor	\$135.00 - \$165.00
Staff GIS Analyst	\$135.00 - \$165.00
Four Man Field Crew	\$215.00 - \$245.00
Three Man Field Crew	\$195.00 - \$215.00
Two Man Field Crew	\$170.00 - \$200.00
One Man Field Crew	\$150.00 - \$180.00
One Man Crew (GPS/RTK)	\$200.00 - \$230.00
Two Man Crew (GPS/RTK)	\$215.00 - \$245.00
CADD Technician, Survey	\$115.00 - \$145.00
GIS Technician	\$115.00 - \$145.00
Field Technician, Survey	\$95.00 - \$125.00

Personnel Classification	Rate Range
PRINCIPAL/SENIOR LEADS	
Principal	\$365.00
VP	\$275.00 - \$300.00
Division Lead	\$260.00 - \$285.00
Program Manager	\$240.00 - \$265.00
SENIOR PROFESSIONAL	
Senior Professional Engineer	\$200.00 - \$270.00
Senior Planner	\$210.00 - \$230.00
Senior Landscape Architect	\$220.00 - \$260.00
Senior Construction Inspector	\$195.00 - \$210.00
PROFESSIONAL	
Professional Engineer	\$230.00 - \$240.00
Project Engineer	\$160.00 - \$190.00
Planner	\$160.00 - \$190.00
Landscape Architect	\$170.00 - \$190.00
Construction Inspector	\$170.00 - \$180.00
DESIGNER	
Senior CAD Designer and Senior Engineering Tech	\$180.00 - \$200.00
Senior Landscape Designer	\$180.00 - \$200.00
CAD Designer and Engineering Tech	\$130.00 - \$170.00

TENTH ORDER OF BUSINESS

D.



Amenity & Operations Manager's Reports

Date of report: 1/16/2025

Submitted by: Diana Lambert

Amenity Manager Updates

CLUBS/PROGRAMS ACTIVE AT BANNON LAKES

- Monday: Yoga 10:00-11:00 am
Mahjong 1:00pm-5:00pm
- Tuesday: Book Club 7:00pm-10:00pm (2nd Tuesday Monthly)
- Wednesday: Women's Card Club 1:00pm-5:00pm
Men's Card Club 5:30-9:00 pm
- Thursday: Games Club 1:00pm-5:00pm
- Friday: Yoga 10:00-11:00 am
Bunco 7:00pm-10:00pm (2nd Friday Monthly)

Follow-up Items

- Diana Announced Retirement on 1/17/25 effective 2/28/25
- Training for New Amenity Manager Started 1/3/25

Upcoming & Completed Events

- December 14th – Winter Wonderland 10:30am-1:30pm-approx 200 attended

Operations Manager Updates

COMPLETED PROJECTS

- Fixed Railroad tie in golf cart parking lot
- Painted poolside bathrooms
- Christmas Lights were removed

PENDING PROJECTS

- Pool lounge chairs repairs and reupholstered
- Drainage project around playground
- Continued Treatment of all CDD Ponds
- Onsite staff continues to work to deter Ducks and Geese from the Amenity Center

THIRTEENTH ORDER OF BUSINESS

A.

Bannon Lakes
Community Development District

Unaudited Financial Reporting
December 31, 2024



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12	<u>Assessment Receipt Schedule</u>
13	<u>Check Register Summary</u>

Bannon Lakes
Community Development District
Combined Balance Sheet
December 31, 2024

	General Fund	Debt Service Fund	Capital Project Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account - Hancock	\$ 232,260	\$ -	\$ -	\$ 13,852	\$ 246,112
Assessments Receivable	-	-	-	-	-
Due from Other	521	-	-	-	521
Due from General Fund	-	230,353	-	-	230,353
Due from Capital Fund	-	-	-	-	-
Due from Developer	38,072	-	-	-	38,072
Investments:					
State Board of Administration (SBA)	415,399	-	-	46,667	462,067
Series 2016					
Reserve	-	370,500	-	-	370,500
Interest	-	-	-	-	-
Sinking	-	-	-	-	-
Revenue	-	260,637	-	-	260,637
Prepayment	-	125	-	-	125
Construction	-	-	-	-	-
Series 2021					
Reserve	-	207,150	-	-	207,150
Interest	-	218	-	-	218
Prepayment	-	4	-	-	4
Revenue	-	120,780	-	-	120,780
Sinking	-	109	-	-	109
Construction	-	-	33,579	-	33,579
Series 2022					
Reserve	-	260,900	-	-	260,900
Revenue	-	295	-	-	295
Interest	-	204,809	-	-	204,809
Prepayment	-	346	-	-	346
Sinking	-	118	-	-	118
Construction	-	-	872,370	-	872,370
Prepaid Expenses	-	-	-	-	-
Deposits	50	-	-	-	50
Total Assets	\$ 686,302	\$ 1,656,344	\$ 905,949	\$ 60,520	\$ 3,309,114
Liabilities:					
Accounts Payable	\$ 4,463	\$ -	\$ -	\$ -	\$ 4,463
Accrued Expenses	101	-	-	-	101
FICA Payable	-	-	-	-	-
Deferred Revenue	38,072	-	-	-	38,072
Due to Capital Reserve	-	-	-	-	-
Due to Debt Service - Series 2016	113,953	-	-	-	113,953
Due to Debt Service - Series 2021	64,053	-	-	-	64,053
Due to Debt Service - Series 2022	52,347	-	-	-	52,347
Total Liabilities	\$ 272,989	\$ -	\$ -	\$ -	\$ 272,989
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ -	\$ -	-	\$ -	\$ -
Deposits	50	-	-	-	50
Restricted for:					
Debt Service	-	1,656,344	-	-	1,656,344
Capital Project	-	-	905,949	-	905,949
Assigned for:					
Capital Reserve Fund	-	-	-	60,520	60,520
Capital Reserves	-	-	-	-	-
Unassigned	413,263	-	-	-	413,263
Total Fund Balances	\$ 413,313	\$ 1,656,344	\$ 905,949	\$ 60,520	\$ 3,036,125
Total Liabilities & Fund Balance	\$ 686,302	\$ 1,656,344	\$ 905,949	\$ 60,520	\$ 3,309,114

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 775,371	\$ 235,034	\$ 235,034	\$ -
Special Assessments - Direct	153,304	76,652	76,652	-
Interest	6,000	1,500	1,973	473
Facility Revenue	300	75	-	(75)
Miscellaneous	-	-	69	69
Total Revenues	\$ 934,975	\$ 313,261	\$ 313,728	\$ 467

Expenditures:

General & Administrative:

Supervisor Fees	\$ 6,000	\$ 1,500	\$ 1,400	\$ 100
PR-FICA	459	115	107	8
Engineering	10,000	2,500	355	2,145
Attorney	18,000	4,500	-	4,500
Annual Audit	3,725	-	-	-
Assessment Administration	7,950	7,950	7,950	-
Arbitrage Rebate	1,800	-	-	-
Dissemination Agent	9,551	2,388	2,388	(0)
Trustee Fees	17,000	6,100	6,100	-
Management Fees	55,213	13,803	13,803	0
Information Technology	2,022	506	506	0
Website Maintenance	1,348	337	337	0
Telephone	150	38	37	1
Postage & Delivery	750	188	280	(93)
Meeting Room Rental	4,000	894	894	-
Insurance General Liability/Public Officials	8,197	8,197	7,439	758
Printing & Binding	1,600	400	185	215
Legal Advertising	1,000	250	311	(61)
Other Current Charges	500	125	-	125
Office Supplies	250	63	2	61
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 149,691	\$ 50,027	\$ 42,267	\$ 7,759

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
<i>Operations & Maintenance</i>				
Amenity Center Expenditures				
Insurance	\$ 30,609	\$ 30,609	\$ 28,388	\$ 2,221
Utilities				
Phone/Internet/Cable	8,735	2,184	855	1,328
Electric	25,000	6,250	5,514	736
Water/Irrigation	15,000	3,750	2,214	1,536
Gas	200	50	-	50
Refuse	4,266	1,067	709	358
Security				
Security Monitoring	600	600	2,213	(1,613)
Access Cards	1,000	250	-	250
Management Contracts				
Facility Management	79,094	19,774	19,774	(0)
Facility Attendant	8,400	2,100	-	2,100
Field Mgmt / Admin	25,746	6,437	6,437	0
Pool Maintenance	14,157	3,539	3,539	0
Pool Chemicals	12,075	3,019	239	2,780
Janitorial	19,039	4,760	4,320	440
Janitorial Supplies	1,840	460	47	413
Facility Maintenance	35,620	8,905	5,768	3,137
Repairs & Maintenance	55,000	13,750	7,228	6,522
Special Events	15,000	3,750	3,414	336
Holiday Decorations	5,000	4,115	4,115	-
Fitness Center Repairs/Supplies	7,000	1,750	988	762
Office Supplies	1,500	375	248	127
ASCAP/BMI Licenses	500	125	-	125
Pest Control	4,410	1,103	780	323
Subtotal Amenity Center Expenditures	\$ 369,792	\$ 118,720	\$ 96,790	\$ 21,930
Grounds Maintenance				
Hydrology Quality/Mitigation	\$ 28,000	\$ 7,000	\$ -	\$ 7,000
Landscape Maintenance	187,040	46,760	41,065	5,695
Landscape Contingency	35,000	8,750	600	8,150
Lake Maintenance	9,840	2,460	2,396	64
Grounds Maintenance	19,600	4,900	2,542	2,358
Pump Repairs	10,000	2,500	-	2,500
Streetlights	12,012	3,003	2,734	269
Streetlight Repairs	5,000	1,250	-	1,250
Irrigation Repairs	15,000	3,750	3,316	434
Miscellaneous	5,000	1,250	-	1,250
Reclaim Water	40,000	10,000	8,798	1,202
Storm Cleanup	4,000	-	-	-
Capital Reserve	45,000	-	-	-
Subtotal Grounds Maintenance	\$ 415,492	\$ 91,623	\$ 61,451	\$ 30,172
Total Operations & Maintenance	\$ 785,284	\$ 210,343	\$ 158,241	\$ 52,102
Total Expenditures	\$ 934,975	\$ 260,369	\$ 200,508	\$ 59,861
Excess (Deficiency) of Revenues over Expenditures	\$ 0		\$ 113,219	
Net Change in Fund Balance	\$ 0		\$ 113,219	\$ -
Fund Balance - Beginning	\$ -		\$ 300,094	
Fund Balance - Ending	\$ 0		\$ 413,313	

Bannon Lakes
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 59,318	\$ 175,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,034
Special Assessments - Direct	-	38,326	38,326	-	-	-	-	-	-	-	-	-	76,652
Interest	564	452	957	-	-	-	-	-	-	-	-	-	1,973
Facility Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	69	-	-	-	-	-	-	-	-	-	69
Total Revenues	\$ 564	\$ 98,096	\$ 215,067	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313,728

Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 600	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400
PR-FICA	46	61	-	-	-	-	-	-	-	-	-	-	107
Engineering	355	-	-	-	-	-	-	-	-	-	-	-	355
Attorney	-	-	-	-	-	-	-	-	-	-	-	-	-
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	7,950	-	-	-	-	-	-	-	-	-	-	-	7,950
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	796	796	796	-	-	-	-	-	-	-	-	-	2,388
Trustee Fees	6,100	-	-	-	-	-	-	-	-	-	-	-	6,100
Management Fees	4,601	4,601	4,601	-	-	-	-	-	-	-	-	-	13,803
Information Technology	169	169	169	-	-	-	-	-	-	-	-	-	506
Website Maintenance	112	112	112	-	-	-	-	-	-	-	-	-	337
Telephone	27	10	-	-	-	-	-	-	-	-	-	-	37
Postage & Delivery	37	227	17	-	-	-	-	-	-	-	-	-	280
Meeting Room Rental	594	-	300	-	-	-	-	-	-	-	-	-	894
Insurance General Liability/Public Officials	7,439	-	-	-	-	-	-	-	-	-	-	-	7,439
Printing & Binding	79	35	71	-	-	-	-	-	-	-	-	-	185
Legal Advertising	70	241	-	-	-	-	-	-	-	-	-	-	311
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	0	1	1	-	-	-	-	-	-	-	-	-	2
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 29,149	\$ 7,052	\$ 6,067	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,267
Operations & Maintenance													
Amenity Center Expenditures													
Insurance	\$ 28,388	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,388
Utilities													
Phone/Internet/Cable	228	395	233	-	-	-	-	-	-	-	-	-	855
Electric	1,953	1,702	1,859	-	-	-	-	-	-	-	-	-	5,514
Water/Irrigation	668	815	731	-	-	-	-	-	-	-	-	-	2,214
Gas	-	-	-	-	-	-	-	-	-	-	-	-	-
Refuse	237	237	235	-	-	-	-	-	-	-	-	-	709
Security													
Security Monitoring	-	1,655	558	-	-	-	-	-	-	-	-	-	2,213
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Contracts													
Facility Management	6,591	6,591	6,591	-	-	-	-	-	-	-	-	-	19,774
Facility Attendant	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Mgmt / Admin	2,146	2,146	2,146	-	-	-	-	-	-	-	-	-	6,437
Pool Maintenance	1,180	1,180	1,180	-	-	-	-	-	-	-	-	-	3,539

Bannon Lakes
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Continued Amenity Center Expenditures													
Pool Chemicals	144	-	96	-	-	-	-	-	-	-	-	-	239
Janitorial	1,440	1,440	1,440	-	-	-	-	-	-	-	-	-	4,320
Janitorial Supplies	-	-	47	-	-	-	-	-	-	-	-	-	47
Facility Maintenance	2,800	2,968	-	-	-	-	-	-	-	-	-	-	5,768
Repairs & Maintenance	3,684	1,916	1,629	-	-	-	-	-	-	-	-	-	7,228
Special Events	75	2,929	410	-	-	-	-	-	-	-	-	-	3,414
Holiday Decorations	-	3,925	190	-	-	-	-	-	-	-	-	-	4,115
Fitness Center Repairs/Supplies	434	229	325	-	-	-	-	-	-	-	-	-	988
Office Supplies	-	161	88	-	-	-	-	-	-	-	-	-	248
ASCAP/BMI Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	260	260	260	-	-	-	-	-	-	-	-	-	780
Subtotal Amenity Center Expenditures	\$ 50,227	\$ 28,547	\$ 18,016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,790
Grounds Maintenance													
Hydrology Quality/Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscape Maintenance	13,503	13,503	14,058	-	-	-	-	-	-	-	-	-	41,065
Landscape Contingency	600	-	-	-	-	-	-	-	-	-	-	-	600
Lake Maintenance	788	788	820	-	-	-	-	-	-	-	-	-	2,396
Grounds Maintenance	1,633	909	-	-	-	-	-	-	-	-	-	-	2,542
Pump Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Streetlights	911	911	911	-	-	-	-	-	-	-	-	-	2,734
Streetlight Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigation Repairs	2,016	1,300	-	-	-	-	-	-	-	-	-	-	3,316
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Reclaim Water	2,715	3,031	3,053	-	-	-	-	-	-	-	-	-	8,798
Storm Cleanup	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Grounds Maintenance	\$ 22,167	\$ 20,442	\$ 18,842	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,451
Total Operations & Maintenance	\$ 72,393	\$ 48,989	\$ 36,859	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,241
Total Expenditures	\$ 101,542	\$ 56,041	\$ 42,925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,508
Excess (Deficiency) of Revenues over Expenditures	\$ (100,979)	\$ 42,056	\$ 172,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,219
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (100,979)	\$ 42,056	\$ 172,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,219

Bannon Lakes
Community Development District
Debt Service Fund Series 2016
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 741,000	\$ 224,429	\$ 224,429	\$ -
Interest Income	30,000	7,500	9,411	1,911
Total Revenues	\$ 771,000	\$ 231,929	\$ 233,839	\$ 1,911
Expenditures:				
Interest - 11/01	\$ 259,125	\$ 259,125	\$ 259,125	\$ -
Principal - 11/01	220,000	220,000	220,000	-
Interest - 5/01	254,175	-	-	-
Total Expenditures	\$ 733,300	\$ 479,125	\$ 479,125	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 37,700	\$ (247,196)	\$ (245,286)	\$ 1,911
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 37,700	\$ (247,196)	\$ (245,286)	\$ 1,911
Fund Balance - Beginning	\$ 611,646		\$ 990,501	
Fund Balance - Ending	\$ 649,346		\$ 745,215	

Bannon Lakes
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 12/31/24	Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 413,100	\$ 126,151	\$ 126,151	\$ -
Interest Income	15,000	3,750	3,893	143
Total Revenues	\$ 428,100	\$ 129,901	\$ 130,045	\$ 143
Expenditures:				
Interest - 11/01	\$ 126,238	\$ 126,238	\$ 126,238	\$ -
Principal - 5/01	160,000	-	-	-
Interest - 5/01	126,238	-	-	-
Total Expenditures	\$ 412,475	\$ 126,238	\$ 126,238	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 15,625	\$ 3,664	\$ 3,807	\$ 143
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 15,625	\$ 3,664	\$ 3,807	\$ 143
Fund Balance - Beginning	\$ 176,642		\$ 388,506	
Fund Balance - Ending	\$ 192,267		\$ 392,313	

Bannon Lakes
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 234,457	\$ 70,019	70,019	-
Special Assessments - Direct	287,343	143,671	143,671	-
Special Assessments -Prepayments	-	-	-	-
Interest Income	7,000	1,750	4,729	2,979
Total Revenues	\$ 528,800	\$ 215,440	\$ 218,420	\$ 2,979
Expenditures:				
Interest - 11/01	\$ 171,475	\$ 171,475	\$ 171,475	\$ -
Principal - 5/01	175,000	-	-	-
Interest - 5/01	171,475	-	-	-
Total Expenditures	\$ 517,950	\$ 171,475	\$ 171,475	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 10,850	\$ 43,965	\$ 46,945	\$ 2,979
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 10,850	\$ 43,965	\$ 46,945	\$ 2,979
Fund Balance - Beginning	\$ 209,699		\$ 471,871	
Fund Balance - Ending	\$ 220,549		\$ 518,816	

Bannon Lakes
Community Development District
Capital Projects Fund Series 2021 and Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Series 2021	Series 2022
Revenues		
Interest Income	\$ 376	\$ 10,734
Total Revenues	\$ 376	\$ 10,734
Expenditures:		
Capital Outlay	\$ -	\$ -
Total Expenditures	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 376	\$ 10,734
Other Financing Sources/(Uses)		
Transfer In/(Out)	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -
Net Change in Fund Balance	\$ 376	\$ 10,734
Fund Balance - Beginning	\$ 33,204	\$ 861,635
Fund Balance - Ending	\$ 33,579	\$ 872,370

Bannon Lakes
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 45,000	\$ -	\$ -	\$ -
Interest	2,500	625	568	(57)
Total Revenues	\$ 47,500	\$ 625	\$ 568	\$ (57)
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	40,000	10,000	-	10,000
Other Service Charges	420	105	39	66
Total Expenditures	\$ 40,420	\$ 10,105	\$ 39	\$ 10,066
Excess (Deficiency) of Revenues over Expenditures	\$ 7,080		\$ 529	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 7,080		\$ 529	
Fund Balance - Beginning	\$ 72,480		\$ 59,991	
Fund Balance - Ending	\$ 79,560		\$ 60,520	

Bannon Lakes
Community Development District
Long Term Debt Report

Series 2016 Special Assessment Bonds	
Interest Rate:	4.5% -5.0%
Maturity Date:	11/1/2048
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$370,500
Reserve Fund Balance	370,500
Bonds Outstanding - 1/31/16	\$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)
Less: November 1, 2020	(\$190,000)
Less: November 1, 2020 (Prepayment)	(\$135,000)
Less: May 1, 2021	(\$30,000)
Less: November 1, 2021	(\$195,000)
Less: November 1, 2021 (Prepayment)	(\$25,000)
Less: May 1, 2022 (Prepayment)	(\$25,000)
Less: November 1, 2022	(\$200,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2023	(\$210,000)
Less: November 1, 2024	(\$220,000)
Current Bonds Outstanding	\$10,190,000

Series 2021 Special Assessment Bonds	
Interest Rate:	2.5% -4.0%
Maturity Date:	5/1/1951
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$206,550
Reserve Fund Balance	207,150
Bonds Outstanding - 1/20/21	\$7,415,000
Less: May 1, 2022	(\$150,000)
Less: May 1, 2023	(\$155,000)
Less: November 1, 2023 (Prepayment)	(\$5,000)
Less: May 1, 2024	(\$155,000)
Current Bonds Outstanding	\$6,950,000

Series 2022 Special Assessment Bonds	
Interest Rate:	2.875% -4.0%
Maturity Date:	5/1/1951
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$260,900
Reserve Fund Balance	260,900
Bonds Outstanding - 2/25/22	\$9,135,000
Less: May 1, 2024	(\$170,000)
Less: May 1, 2024 (Prepayment)	(\$60,000)
Current Bonds Outstanding	\$8,905,000

Total Bonds Outstanding	\$26,045,000
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Bannon Lakes
Community Development District
Check Run Summary

Date	Check Numbers	Amount	Amount
General Fund			
11/1/24 - 11/30/24	1598-1620	\$43,531.78	
12/1/24 - 12/31/24	1621-1641	391,059.66	
Total General Fund Checks			\$434,591.44
Autopayments			
11/6/24	Republic Services	\$236.75	
11/9/24	AT&T	234.78	
11/18/24	St Johns County Utility Dept	3,845.62	
11/25/24	AT&T	234.78	
11/25/24	IRS FICA Payment	122.40	
11/26/24	FPL	2,612.96	
11/29/24	Wells Fargo Credit Card	2,675.03	
12/19/24	Republic Services	235.18	
12/19/24	AT&T	237.38	
12/19/24	St Johns County Utility Dept	3,783.60	
12/27/24	FPL	2,769.90	
12/30/24	Wells Fargo Credit Card	1,804.72	
Total Paid Electronically			\$18,793.10
Total Paid Checks and Electronically			\$453,384.54

* Fedex Invoices will be available upon request

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/05/24	00090	11/01/24	JAK11240	202411	320-57200-45300			NOV JANITORIAL SERVICES JANI-KING OF JACKSONVILLE	*	1,439.87	1,439.87	001598
11/05/24	00017	11/01/24	225410B	202411	330-53800-46800			NOV LAKE MAINTENANCE LAKE DOCTORS, INC.	*	788.00	788.00	001599
11/05/24	00013	10/28/24	15678	202410	330-57200-46210			PRESERVE TREE DROP LANDCARE GROUP INC	*	600.00	600.00	001600
11/05/24	00013	11/01/24	15690	202411	330-53800-46200			NOV LANDSCAPE MAINTENANCE LANDCARE GROUP INC	*	13,503.30	13,503.30	001601
11/05/24	00055	11/01/24	11111162	202411	320-57200-60000			ANNUAL AED SERVICES LIFESAFE SERVICES LLC	*	212.00	212.00	001602
11/05/24	00019	10/28/24	13129562	202410	320-57200-45210			POOL CHEMICALS - ACID POOLSURE	*	143.55	143.55	001603
11/05/24	00026	11/01/24	11012024	202411	310-51300-42000			2024 POSTABE-TX COLLECTOR ST. JOHNS COUNTY TAX COLLECTOR	*	197.25	197.25	001604
11/13/24	00080	11/04/24	110424	202411	320-57200-60000			REPLACED GFCI OUTLET ALFRED W. GROVER D.B.A.	*	180.00	180.00	001605
11/13/24	00097	11/05/24	11244	202411	320-57200-45920			HOLIDAY LIGHTING ANYTHING UNDER THE SUN SERVICES,LLC	*	3,925.18	3,925.18	001606
11/13/24	00107	10/31/24	CC10188	202410	320-57200-60100			LEG PRESS REPAIRS COMMERCIAL FITNESS PRODUCTS INC	*	434.00	434.00	001607
11/13/24	00003	11/01/24	125	202411	310-51300-34000			NOV MANAGEMENT FEES	*	4,601.08		
		11/01/24	125	202411	310-51300-53000			NOV WEBSITE ADMIN	*	112.33		
		11/01/24	125	202411	310-51300-35100			NOV INFORMATION TECH	*	168.50		

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #	
11/01/24		125	202411 310-51300-31600	NOV DISSEMINATION SVCS	*	795.92		
11/01/24		125	202411 310-51300-51000	OFFICE SUPPLIES	*	.51		
11/01/24		125	202411 310-51300-42000	POSTAGE	*	29.93		
11/01/24		125	202411 310-51300-42500	COPIES	*	34.65		
11/01/24		125	202411 310-51300-41000	TELEPHONE	*	9.74		
							5,752.66	001608
GOVERNMENTAL MANAGEMENT SRVCS LLC								
11/13/24	00032	11/01/24 13237	202411 320-57200-60000	FIRE EXTINGUISHER INSPECT	*	30.00		
		11/01/24 13237	202411 320-57200-60000	SERVICE CHARGE	*	75.00		
							105.00	001609
ST JOHNS FIRE EQUIPMENT INC								
11/19/24	00007	10/31/24 216493	202410 310-51300-31100	PROF SRVCS THUR 10/26/24	*	355.00		
							355.00	001610
ENGLAND THIMS & MILLER INC								
11/19/24	00030	11/12/24 1171866	202411 320-57200-54500	NOV PEST CONTROL	*	160.00		
		11/12/24 1171866	202411 320-57200-54500	NOV RODENT CONTROL	*	100.00		
							260.00	001611
FREEDOM PEST CONTROL								
11/19/24	00078	11/07/24 3480205	202408 310-51300-31500	AUG GENERAL COUNSEL	*	804.50		
							804.50	001612
KUTAK ROCK LLP								
11/19/24	00014	10/31/24 236	202410 320-57200-49400	OCT SPECIAL EVT ASSISTANT	*	74.80		
							74.80	001613
RIVERSIDE MANAGEMENT SERVICES, INC								
11/19/24	00014	11/01/24 235	202411 320-57200-45200	NOV POOL MAINTENANCE SVCS	*	1,179.75		
		11/01/24 235	202411 320-57200-46001	NOV CONTRACT ADMIN.	*	2,145.50		
		11/01/24 235	202411 320-57200-34000	NOV FACILITY MANAGEMENT	*	6,591.17		
							9,916.42	001614
RIVERSIDE MANAGEMENT SERVICES, INC								
11/19/24	00120	10/25/24 435-1A	202410 320-57200-60000	REPAIR/INSTALL RAIL GATE	*	575.00		
							575.00	001615
SILVERMAN FENCE MANUFACTURING, INC								
BANL -BANNON LAKES- BPEREGRINO								

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/19/24	00062	10/30/24	0006152	202410	320	57200	60000		QUARTERLY HVAC MAINT THIGPEN HEATING AND COOLING INC.	*	449.00	449.00	001616
11/25/24	00044	12/12/24	1214024	202411	320	57200	49400		CHRISTMAS EVENT 2024 BOUNCER, SLIDES, AND MORE INC.	*	1,250.00	1,250.00	001617
11/25/24	00092	10/30/24	00067454	202410	310	51300	48000		NOTICE OF MEETING - 11/6 GANNETT FLORIDA LOCALIQ	*	70.00	70.00	001618
11/25/24	00013	11/13/24	15736	202410	330	53800	46400		OCT IRRIGATION MAINT LANDCARE GROUP INC	*	2,016.25	2,016.25	001619
11/25/24	00050	11/19/24	BANNON L	202411	320	57200	49400		SANTA CLAUS 2024 PATRICK MULLEN	*	480.00	480.00	001620
12/05/24	00113	12/04/24	12042024	202412	300	20700	10400		PULTE 10/15 ASMENTS BANNON LAKES CDD C/O BANK OF NEW	*	71,835.73	71,835.73	001621
12/05/24	00121	11/07/24	11072024	202412	310	51300	46000		12/10/24CDD MTG RM RENTAL GOOD NEWS PRESBYTERIAN CHURCH INC.	*	300.00	300.00	001622
12/05/24	00003	12/01/24	126	202412	310	51300	34000		DEC MANAGEMENT FEES	*	4,601.08		
		12/01/24	126	202412	310	51300	53000		DEC WEBSITE ADMIN	*	112.33		
		12/01/24	126	202412	310	51300	35100		DEC INFORMATION TECH	*	168.50		
		12/01/24	126	202412	310	51300	31600		DEC DISSEMINATION SVCS	*	795.92		
		12/01/24	126	202412	310	51300	51000		OFFICE SUPPLIES	*	.72		
		12/01/24	126	202412	310	51300	42000		POSTAGE	*	16.56		
		12/01/24	126	202412	310	51300	42500		COPIES	*	71.40		
									GOVERNMENTAL MANAGEMENT SRVCS LLC			5,766.51	001623
12/05/24	00090	12/01/24	JAK12240	202412	320	57200	45300		DEC JANITORIAL SERVICES JANI-KING OF JACKSONVILLE	*	1,439.87	1,439.87	001624

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
12/05/24	00017	12/02/24	232759B	202412	330	53800	46800		LAKE DOCTORS, INC.	*	820.00	820.00	001625
12/10/24	00122	11/11/24	748368	202411	320	57200	34500		HIDDEN EYES LLC DBA ENVERA SYSTEMS	*	1,654.95	1,654.95	001626
12/10/24	00078	12/06/24	3496109	202409	310	51300	31500		KUTAK ROCK LLP	*	1,759.21	1,759.21	001627
12/10/24	00014	11/25/24	1182	202410	330	53800	46100		RIVERSIDE MANAGEMENT SERVICES, INC	*	1,633.00	5,346.25	001628
		11/25/24	1182	202410	320	57200	45100			*	2,800.00		
		11/25/24	1182	202410	320	57200	60000			*	913.25		
12/16/24	00107	12/03/24	CC12063	202412	320	57200	60100		COMMERCIAL FITNESS PRODUCTS INC	*	325.00	325.00	001629
12/16/24	00122	12/02/24	749285	202412	320	57200	34500		HIDDEN EYES LLC DBA ENVERA SYSTEMS	*	557.85	557.85	001630
12/16/24	00030	12/12/24	1175191	202412	320	57200	54500		FREEDOM PEST CONTROL	*	160.00	260.00	001631
		12/12/24	1175191	202412	320	57200	54500			*	100.00		
12/16/24	00013	12/12/24	15827	202411	330	53800	46400		LANDCARE GROUP INC	*	1,300.00	1,300.00	001632
12/16/24	00013	12/01/24	15780	202412	330	53800	46200		LANDCARE GROUP INC	*	14,058.30	14,058.30	001633
12/16/24	00014	11/30/24	238	202411	320	57200	49400		RIVERSIDE MANAGEMENT SERVICES, INC	*	332.75	332.75	001634

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
12/16/24	00014	12/01/24	237	202412	320	57200	45200			*	1,179.75		
			DEC POOL MAINTENANCE SVCS										
12/01/24		237		202412	320	57200	46001			*	2,145.50		
			DEC CONTRACT ADMIN										
12/01/24		237		202412	320	57200	34000			*	6,591.17		
			DEC FACILITY MANAGEMENT										
RIVERSIDE MANAGEMENT SERVICES, INC												9,916.42	001635
12/20/24	00092	11/22/24	00068177	202411	310	51300	48000			*	174.72		
			NTC - ENGINEER RFQ										
11/22/24		00068177		202411	310	51300	48000			*	65.92		
			NOTICE OF MEETING-12/10										
GANNETT FLORIDA LOCALIQ												240.64	001636
12/23/24	00037	12/19/24	12192024	202412	300	20700	10200			*	157.68		
			7/29 SJC TAX DIST INT 3										
12/19/24		12192024		202412	300	20700	10200			*	46.55		
			10/4 SJC TAX DIST INT 4										
12/19/24		12192024		202412	300	20700	10200			*	8,159.36		
			10/30 SJC TAX DIST EX FEE										
BANNON LAKES CDD C/O BANK OF NEW												8,363.59	001637
12/23/24	00037	12/20/24	12202024	202412	300	20700	10200			*	4,365.02		
			11/5 SJC TAX DIST 1										
12/20/24		12202024		202412	300	20700	10200			*	17,496.01		
			11/15 SJC TAX DIST 2										
12/20/24		12202024		202412	300	20700	10200			*	34,780.69		
			11/19 SJC TAX DIST 3										
12/20/24		12202024		202412	300	20700	10200			*	53,834.14		
			12/6 SJC TAX DIST 4										
BANNON LAKES CDD C/O BANK OF NEW												110,475.86	001638
12/23/24	00076	12/19/24	12192024	202412	300	20700	10300			*	88.63		
			7/29 SJC TAX DIST INT 3										
12/19/24		12192024		202412	300	20700	10300			*	26.16		
			10/4 SJC TAX DIST INT 4										
12/19/24		12192024		202412	300	20700	10300			*	4,586.37		
			10/30 SJC TAX DIST EX FEE										
BANNON LAKES CDD C/O BANK OF NEW												4,701.16	001639
12/23/24	00076	12/20/24	12202024	202412	300	20700	10300			*	2,453.57		
			11/5 SJC TAX DIST 1										
12/20/24		12202024		202412	300	20700	10300			*	9,834.48		
			11/15 SJC TAX DIST 2										
12/20/24		12202024		202412	300	20700	10300			*	19,550.18		
			11/19 SJC TAX DIST 3										

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/20/24		12202024	202412 300-20700-10300 12/6 SJC TAX DIST 4	BANNON LAKES CDD C/O BANK OF NEW	*	30,260.10	
							62,098.33 001640
12/23/24	00113	12/20/24	12202024 202412 300-20700-10400 11/5 SJC TAX DIST 1		*	1,361.83	
		12/20/24	12202024 202412 300-20700-10400 11/15 SJC TAX DIST 2		*	5,458.54	
		12/20/24	12202024 202412 300-20700-10400 11/19 SJC TAX DIST 3		*	10,851.14	
		12/20/24	12202024 202412 300-20700-10400 11/26 PULTE 10/1 ASMNT	BANNON LAKES CDD C/O BANK OF NEW	*	71,835.73	
							89,507.24 001641
TOTAL FOR BANK A						434,591.44	
TOTAL FOR REGISTER						434,591.44	

BANL -BANNON LAKES- BPEREGRINO



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE FL 32207
 (904) 346-3000

Invoice	
Date 11/01/2024	Number JAK11240062
Due Date 11/30/2024	Cust # 246097
Invoice Amount \$ 1,439.87	Amount Remitted

Sold To:
 BANNON LAKES

For:
 Same as Sold To

435 BANNON LAKES BLVD

ST AUGUSTINE FL 32095

Make All Checks Payable To: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000



Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Slsmn No	PO Number	Franchisee	Due Date
JAK11240062	11/01/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	11/30/2024
Quantity	Description				Unit Price	Extended Price
1	MONTHLY CONTRACT BILLING AMOUNT FOR NOVEMBER				1439.87	1439.87
Approved 10/29/24 Jeff Johnson Janitorial Maintenance 1.320.57200.45300						
Make All Checks Payable To: JANI-KING OF JACKSONVILLE						
					Amount of Sale	\$ 1,439.87
					Sales Tax	\$ 0.00
					Total	\$ 1,439.87

INVOICE

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302

amanda@landcaregrp.com
(386) 586-3321
www.LandcareGrp.com



M101- Bannan Lakes CDD
Bill to
Bannan Lakes CDD
475 W. Town Place, Suite 114
St. Augustine, FL 32092

Invoice details

Invoice no.: 15678
Terms: Net 30
Invoice date: 10/28/2024

Project Number: M101
Attention: Jeff Johnson
Project: Preserve Tree Drop

Product/service	Description	Qty	Rate	Amount
	In the preserve behind 44 Falcon Quest Ln. cut and drop one tree, pre-approved by SJRWMD			
Tree Felling	Tree Felling Service	1	\$600.00	\$600.00
			Total	\$600.00

Approved 10/29/24
Jeff Johnson
Landscape Contingency
1.330.57200.46210

RECEIVED

By Tara Lee at 11:13 am, Oct 29, 2024

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302
(386) 586-3321
amanda@landcaregrp.com
www.LandcareGrp.com



INVOICE

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

INVOICE # 15690
DATE 11/01/2024
DUE DATE 12/01/2024
TERMS Net 30

PROJECT NUMBER M101	ATTENTION Jeff Johnson	PROJECT Bannon Lakes CDD
-------------------------------	----------------------------------	------------------------------------

ITEM	DESCRIPTION	AMOUNT
PV - Maintenance	Monthly maintenance for the month of November	13,503.30

Attn. Jeff Johnson	SUBTOTAL	13,503.30
	TAX	0.00
	TOTAL	13,503.30
	BALANCE DUE	\$13,503.30

Approved 11/1/24
Jeff Johnson
Landscape Maintenance
1.330.53800.46200

RECEIVED
By Tara Lee at 12:37 pm, Nov 01, 2024

LifeSafe Services LLC

+18887670050
birdie@lifesafeservices.com
www.lifesafeservices.com



INVOICE

BILL TO
025-27147
Riverside Management -
Bannon Lakes
45 Bannon Lakes Blvd
St Augustine, FL 32095

SHIP TO
025-27147
Riverside Management -
Bannon Lakes
45 Bannon Lakes Blvd
St Augustine, FL 32095

INVOICE # 111111629
DATE 11/01/2024
DUE DATE 12/01/2024
TERMS Net 30

EQUIPMENT & SERVICES - EMERGENCY USE ONLY

QTY	RATE	AMOUNT
1	212.00	212.00

Basic Service for Client-Owned Automated External Defibrillator (AED)
Annual Billing

Remember... LifeSafe Services offers on-site safety training. Please contact us for more information!

Remit to:
LifeSafe Services LLC
5971 Powers Avenue, Ste108
Jacksonville, FL 32217

SUBTOTAL	212.00
TAX	0.00
TOTAL	212.00
BALANCE DUE	\$212.00

For invoices, please contact Birdie at 888-767-0050 x113.

For sales, please contact Julie at 888-767-0050 x121.

Please disregard this invoice if you have already submitted payment.

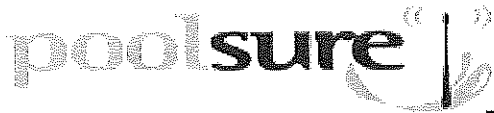
Approved 11/1/24
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

RECEIVED
By Tara Lee at 9:53 am, Nov 01, 2024

Woman Owned Small Business Certification WOSB200454

FL Permit #31728 Exp 3/31/2026

Past Due invoices are subject to a monthly 1.5% finance charge.



Invoice

Date Invoice #

10/28/2024
131295625731

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

Terms	Net 20
Due Date	11/17/2024
PO #	
Delivery Ticket #	Sales Order #1351148
Delivery Date	10/28/2024
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

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
160-050	Pool Acid bulk by Gallon	45	gal	3.19	143.55
<p>Approved 10/30/24 Jeff Johnson Pool Chemicals 1.320.57200.45210</p> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>RECEIVED By Tara Lee at 1:33 pm, Oct 30, 2024</p> </div>					

Subtotal	143.55
Shipping Cost (FEDEX GROUND)	0.00
Total	143.55
Amount Due	\$143.55

Remittance Slip

Customer
13BAN025
Invoice #
131295625731

Amount Due \$143.55

Amount Paid _____

Make Checks Payable To
Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295625731

November 1, 2024

Bannon Lakes

INVOICE

In accordance with Florida Statute 197.322(3): "Postage shall be paid out of the general fund of each local governing board, upon statement thereof by the tax collector".

Your share of the postage for the mailing of the 2024 Real Estate, Tangible Personal Property, Railroad and Non Ad Valorem notices is as follows:

Postage Due: \$ 197.25

If you have any questions, please contact me or Christopher Swanson at 209-2251.

Sincerely,

Dennis W. Hollingsworth, C.F.C.
St. Johns County Tax Collector

RECEIVED
By Tara Lee at 2:44 pm, Nov 01, 2024

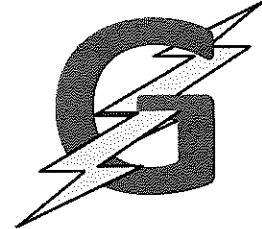
Alfred W. Grover, Electrical Contractor

1304 Padola Road
St Augustine, FL 32092
FL License: EC 13010167

DATE: 11/4/2024
INVOICE # 110424
Terms: Due on receipt

Bill To:

Riverside Management Services
Jeff Johnson
jjohnson@rmsnf.com



Job Location: Entrance to Bannon Lakes

DESCRIPTION OF WORK	AMOUNT
1) Replaced 1 weather resistant GFCI outlet and 1 outdoor in-use weather proof GFCI cover	
Materials:	60.00
Labor: 1 electrician 1.5 hrs @ \$80 per hr	120.00
Approved 11/5/24 Jeff Johnson Repairs and Maintenance 1.320.57200.60000	
RECEIVED <i>By Tara Lee at 3:13 pm, Nov 05, 2024</i>	TOTAL \$ 180.00

Please make check payable to: Alfred W. Grover

THANK YOU FOR YOUR BUSINESS!

INVOICE

Bill To

Bannon Lakes Amenity
435 Bannon Lakes Blvd
ST Augustine , Florida 32095
(904) 907-1100

Anything Under The Sun Services

185 East Bannerville Rd
Palatka, Fl 32177
Phone: (386) 972-3926
Email: pondguys@yahoo.com
Web: www.waterfeaturesandmore.com

Payment terms Due upon receipt
Invoice # 11244
Date 11/05/2024

Description

Holiday Lighting
installation of all existing holiday lighting

Subtotal	\$3,925.18
Total	\$3,925.18

By signing this document, the customer agrees to the services and conditions outlined in this document.

We require a deposit of 50% down to order materials with the balance due upon completion of installation.

Any needed electrical is the responsibility of the property owner.

A 10% restocking fee will be charged for any canceled orders.

Any unused materials will be removed from the premises by Anything Under The Sun Services, LLC.

Any invoices unpaid after 7 days will have a \$25.00 or 10% of total balance late fee added.

(Whichever is greater)

Approved 11/6/24
Jeff Johnson
Holiday Decorations
1.320.57200.45920



Bannon Lakes Amenity

CommercialFitnessProducts

Invoice

5034 N Hiatus Road 954-747-5128 Phone
 Sunrise, FL 33351 954-747-5131 Fax

Date	Invoice #
10/31/2024	CC10188

Sold To	Ship To
---------	---------

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Rep	Account #	Sales Order No.	Ship Date	Purchase Order #	Terms	Due Date
EC/AB	BL435	OS5004	10/31/2024	Verbal	Net 30	11/30/2024
Qty	Item Code	Description		Price Each	Amount	
1	Service Charge	Service Charge		80.00	80.00	
1	Part	Life Fitness Leg Press Bottom Bracket		22.00	22.00	
1	Part	Life Fitness Leg Press Shield Set		230.00	230.00	
1	Labor	Technician installed part listed.		80.00	80.00	
		Subtotal			412.00	
1	Freight	Inbound Shipping		22.00	22.00	
		Approved 11/12/24 Jeff Johnson Fitness Center Repairs 1.320.57200.60100				
		RECEIVED By Tara Lee at 10:41 am, Nov 12, 2024				

Thank you for your business!	Total	\$434.00
	Payments/Credits	\$0.00
www.commfitnessproducts.com	Balance Due	\$434.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 125
Invoice Date: 11/1/24
Due Date: 11/1/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - November 2024		4,601.08	4,601.08
Website Administration - November 2024		112.33	112.33
Information Technology -November 2024		168.50	168.50
Dissemination Agent Services - November 2024		795.92	795.92
Office Supplies		0.51	0.51
Postage		29.93	29.93
Copies		34.65	34.65
Telephone		9.74	9.74

Total \$5,752.66

Payments/Credits \$0.00

Balance Due \$5,752.66

RECEIVED

By Tara Lee at 2:56 pm, Nov 07, 2024

St. John's Fire Equipment, Inc.
50 Muller Dr Unit 3
Saint Augustine, FL 32084 US
+1 9043259010
ar.sjfe@gmail.com
www.stjohnsfireequipment.com



INVOICE

BILL TO
Riverside Property
Management
435 Bannon Lake Blvd
St. Augustine, Florida 32095

INVOICE # 13237
DATE 11/01/2024
DUE DATE 11/08/2024
TERMS Payment Terms

JOB LOCATION
Bannon Lakes Amenity Center

DATE	ACTIVITY	QTY	RATE	AMOUNT
11/01/2024	Extinguisher:F EX INSP Fire Extinguisher Inspection	3	10.00	30.00
11/01/2024	Service:SC Service Charge	1	75.00	75.00

Preferred Payment Options:

1) Credit or Debit Card, Please process via:
<https://stjohnsfire.securepayments.cardpointe.com/pay>

2) ACH E-Check: Please click on the "Review & Pay"
box in the invoice email.

3) PHONE: Please call 904-325-9010 extension 1.
Bannon Lakes Amenity Center
Annual EXT IN

SUBTOTAL 105.00
TAX 0.00
TOTAL 105.00
BALANCE DUE **\$105.00**

Approved 11/5/24
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

RECEIVED

By Tara Lee at 9:59 am, Nov 05, 2024

ALL SALES ARE FINAL

Thank you for your business!
License # FED24-000037
License # FED16-000036



Bannon Lakes, CDD
c/o Governmental Management Services
475 West Town Place
Suite 114
St. Augustine, FL 32092

October 31, 2024

Invoice No: 216493

Total This Invoice \$355.00

Project 13061.31000 Bannon Lakes CDD - General Consulting Services

FINAL INVOICE

Professional Services rendered through October 26, 2024

Labor

			Hours	Rate	Amount	
Principal						
Katsaras, George	10/5/2024		1.00	260.00	260.00	
Admin / Graphics / Intern						
Blair, Shelley	10/5/2024		1.00	95.00	95.00	
Totals			2.00		355.00	
Total Labor						355.00
				Total This Invoice		\$355.00

**FREEDOM
PEST CONTROL**



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | Info@freedompestcontrolfl.com

Service Slip/Invoice

INVOICE: 1171866
DATE: 11/12/2024
ORDER: 1171866

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
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
11/12/2024			2COLTON	10:09 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	11/12/2024	Lic:JE222132	11:20 AM

Service	Description	Price
MONTHLY	Monthly Pest Control	\$160.00
RODENT	Rodent Control	\$100.00
SUBTOTAL		\$260.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$260.00
Approved 11/12/24 Jeff Johnson Pest Control 1.320.57200.54500		AMOUNT DUE \$260.00

RECEIVED
By Tara Lee at 4:11 pm, Nov 12, 2024

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.

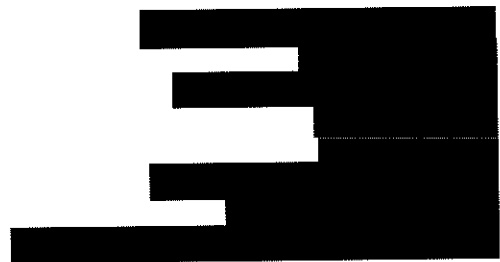
I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

KUTAK ROCK LLP
TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Federal ID 47-0597598

November 7, 2024



Mr. Jim Oliver
Bannon Lakes CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3480205
2723-1

Re: General Counsel

For Professional Legal Services Rendered

08/03/24	R. Dugan	0.10	24.50	Research application of s. 787.06, prepare anti-human trafficking affidavit and transmit same to district managers
08/06/24	W. Haber	0.30	82.50	Prepare for Board meeting
08/07/24	W. Haber	2.10	577.50	Prepare for and participate in Board meeting
08/14/24	K. Jusevitch	0.30	37.50	Review landscaping amendment and confer with Haber regarding same
08/16/24	W. Haber	0.30	82.50	Review and revise amendment to landscape maintenance agreement
TOTAL HOURS		3.10		
TOTAL FOR SERVICES RENDERED				\$804.50
TOTAL CURRENT AMOUNT DUE				<u>\$804.50</u>

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 236
Invoice Date: 10/31/2024
Due Date: 10/31/2024
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Special Event Assistant through October 2024 1,320,57200.49400	2.72	27.50	74.80
<i>Jerry Lambert</i> 11-7-24			

Total	\$74.80
Payments/Credits	\$0.00
Balance Due	\$74.80

Riverside Management Services, Inc

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

Invoice

Invoice #: 235
Invoice Date: 11/1/2024
Due Date: 11/1/2024
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
1.320.57200.45200 - Pool Maintenance Services - November 2024		1,179.75	1,179.75
1.320.57200.46001 - Contract Administration - November 2024		2,145.50	2,145.50
1.320.57200.34000 - Facility Management - Bannon Lakes - November 2024		6,591.17	6,591.17
<i>Jerry Lambert</i> 11-7-24			

Total	\$9,916.42
Payments/Credits	\$0.00
Balance Due	\$9,916.42

BANNON LAKES CDD

SPECIAL EVENT ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
2.72	Special Event Assistant Covers October 2024	\$ 27.50	\$ 74.80
	TOTAL DUE:		<u>\$ 74.80</u>

Special Event Assistant 1.320.57200.49400

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
SPECIAL EVENT ASSISTANT BILLABLE HOURS
THROUGH OCTOBER 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/31/24	2.72	L.D.	Special Event - Halloween Event
TOTAL	<u>2.72</u>		

THIGPEN

HEATING & COOLING, INC.

Since 1962

Please remit payment to:

Thigpen Heating and Cooling, Inc.
 2801 Dawn Road, Jacksonville FL 32207
 Phone: 904-448-1962 Website: www.thigpenac.com
 License # CACO56726 | CACO56729 | CN208226

INVOICE : 0006152

Invoice Date :10/30/2024	Install Date :06/26/2017
Service Order :034029	Page : 1 of 2
Serviced At : 122663	
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

Bill To : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095 Phone :(904)660-3669

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 660-3669	CMNT		DUE UPON RECEIPT

Service Requested :

COMM MAINT - PAUL ONLY AT THIS LOCATION, EVEN FOR MAINT! 10/08 SCHED IN ADVANCE CALL JEFF WHEN HEADING TO PROPERTY EVERY TIME. HE IS IN CHARGE OF FACILITIES..

Service Comments :

Did a (3) three system maintenance, replaced all air filters, cleaned all evaporator coils, drain pans and drain lines. Checked all cap,amps. Checked all pressures are with in operating specifications. Water cleaned condenser coils. All (3) three systems are running at this time.

Description	Mfg Name	Model	Serial No
Condenser	MISC	TTA090H300AA	16512L83YA

Description	Mfg Name	Model	Serial No
Air Handler	MISC	TWE090E300AA	17033NJABA

Description	Mfg Name	Model	Serial No
Condenser	MISC	14HPX036-230-21	1917B03797

Description	Mfg Name	Model	Serial No
Air Handler	MISC	CBX25UH-036-230-10	1717B34977

Description	Mfg Name	Model	Serial No
Air Handler	LENNOX	CBX25UH-048-230-10	1717B16907

THIGPEN

HEATING & COOLING, INC.

Since 1962

Please remit payment to:

Thigpen Heating and Cooling, Inc.
 2801 Dawn Road, Jacksonville FL 32207
 Phone: 904-448-1962 Website: www.thigpenac.com
 License # CACO56726 | CACO56729 | CN208226

INVOICE : 0006152

Invoice Date :10/30/2024	Install Date :06/26/2017
Service Order :034029	Page : 2 of 2

Serviced At : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Bill To : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095 Phone :(904)660-3669

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 660-3669	CMNT		DUE UPON RECEIPT

Description	Mfg Name	Model	Serial No
Heat Pump	LENNOX	14HPX-048-230-21	1917B06555

Qty	Description	Price	Extended
3	16x25x1 Pleated Filter	0.00	0.00
1	18x20x1 Pleated Filter	0.00	0.00
1	18x24x1 Pleated Filter	0.00	0.00
Total Parts for Unit			0.00
Total Labor for Unit			0.00
Maintenance Contract :			449.00

Approved 11/13/24
 Jeff Johnson
 Repairs and Maintenance
 1.320.57200.60000

PLEASE REMIT TO:
Thigpen Heating & Cooling, Inc
 2801 Dawn Road
 Jacksonville, FL 32207

Materials:	0.00
Misc:	449.00
Trip Charge:	0.00
Labor:	0.00
Subtotal:	449.00
Sales Tax:	0.00
Total:	449.00 USD
Balance Due:	449.00 USD

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
 475 West Town Place, Suite 114
 St. Augustine, FL 32092

DATE 8/10/2024

PERIOD COVERED

10/1/24 - 9/30/25

FY 2025 NON AD VALOREM ASSESSMENTS BILL

PULTE HOME COMPANY LLC
 124 DEL WEBB PKWY
 ATTN: CASEY CARSON
 Casey.Carson@pultegroup.com

PROPERTY: BANNON LAKES CDD - PHASE 2C, 2B/2D

PARCEL	ASMT TYPE	UNITS	NET ANNUAL DEBT RATE / PLANNED LOT	TOTAL ANNUAL DEBT SERVICE	ADMIN O&M RATE / PLANNED LOT	TOTAL O&M	TOTAL
027020-0050	SERIES 2022	163	1,762.84	287,342.92	940.52	153,304.15	440,647.07
TOTAL		163		287,342.92		153,304.15	440,647.07

Due in full by December 1, 2024 or in installments as outlined below:

PAYMENT SCHEDULE:

INVOICE #	DUE DATE	% DUE	SERIES 2022 DEBT SERVICE	O&M	TOTAL DUE
PHOCT24	10/15/24	25.00%	71,835.73	38,326.04	110,161.77
PHJAN25	1/1/25	25.00%	71,835.73	38,326.04	110,161.77
PHAPR25	4/1/25	25.00%	71,835.73	38,326.04	110,161.77
PHJULY25	7/1/25	25.00%	71,835.73	38,326.03	110,161.76
TOTAL			287,342.92	153,304.15	440,647.07

In the event that an assessment payment is not made in accordance with the schedule stated above, such assessment shall accrue penalties and interest in the amount of one percent (1%) per month plus all costs of collection and enforcement, and shall either be enforced pursuant to a foreclosure action, or, at the District's discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.

Please Remit to:

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
 Attn: Sheryl Fulks, Assessment Roll Administrator
 475 West Town Place, Suite 114
 St. Augustine, FL 32092
 904-940-5850 X 407
 sfulks@gmsnf.com

November 7, 2024

Invoice

BILL TO:

Sarah Sweeting
Bannon Lake CDD
475 West Town Place, Suite 114
St. Augustine, Florida 32092

DESCRIPTION	PRICE	TOTAL
-------------	-------	-------

Facility Usage 12/10/24 5-9pm	\$300.00	\$300.00
----------------------------------	----------	----------

Payment Information
Good News Church
673 W. Twincourt Trail
St. Augustine, FL 32095

On Nov 7, 2024, at 8:01 AM, Kathy Courter <mygnc@ccbchurch.com> wrote:

Facility request for 12/10/24

From: Kathy Courter

Sarah,

Your facility request for Tuesday, Dec. 10, 2024 5pm to 9pm has been approved. The cost is \$300 (\$100 for the facility plus \$200 for keyholder). This can be paid at the time of the event. We do not accept credit cards.

I have attached our hold harmless form which will need to be signed and returned prior to the event.

Sincerely,

Kathy Courter
614.560.7676

Attachments:

[Hold Harmless_Blank.docx](#)

This message is from Good News Church. Good News Church treats your personal information with the utmost care. To report abuse related to this email, please contact our office at (904) 819-0064.

Unsubscribe or change your preferences for receiving emails like this one.



CHURCH COMMUNITY BUILDER

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 126

Invoice Date: 12/1/24

Due Date: 12/1/24

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - December 2024		4,601.08	4,601.08
Website Administration - December 2024		112.33	112.33
Information Technology -December 2024		168.50	168.50
Dissemination Agent Services - December 2024		795.92	795.92
Office Supplies		0.72	0.72
Postage		16.56	16.56
Copies		71.40	71.40

Total \$5,766.51

Payments/Credits \$0.00

Balance Due \$5,766.51

RECEIVED

By Tara Lee at 11:55 am, Dec 04, 2024



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE FL 32207
 (904) 346-3000

Invoice	
Date	Number
12/01/2024	JAK12240061
Due Date	Cust #
12/31/2024	246097
Invoice Amount	Amount Remitted
\$ 1,439.87	

Sold To:
 BANNON LAKES

For:
 Same as Sold To

435 BANNON LAKES BLVD

ST AUGUSTINE FL 32095

Make All Checks Payable To: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000




Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Slsmn No	PO Number	Franchisee	Due Date						
JAK12240061	12/01/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	12/31/2024						
Quantity	Description				Unit Price	Extended Price						
1	MONTHLY CONTRACT BILLING AMOUNT FOR DECEMBER				1439.87	1439.87						
Approved 11/26/24 Jeff Johnson Janitorial Maintenance 1.320.57200.45300 <div style="border: 1px solid black; padding: 2px; display: inline-block;"> RECEIVED <small>By Tara Lee at 10:50 am, Nov 26, 2024</small> </div> Make All Checks Payable To: JANI-KING OF JACKSONVILLE					<table border="1"> <tr> <td>Amount of Sale</td> <td>\$ 1,439.87</td> </tr> <tr> <td>Sales Tax</td> <td>\$ 0.00</td> </tr> <tr> <td>Total</td> <td>\$ 1,439.87</td> </tr> </table>		Amount of Sale	\$ 1,439.87	Sales Tax	\$ 0.00	Total	\$ 1,439.87
Amount of Sale	\$ 1,439.87											
Sales Tax	\$ 0.00											
Total	\$ 1,439.87											

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
Aquatic Management Services
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE
SIGNATURE AMOUNT PAID

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

BANNON LAKES CDD
Diana Lambert
475 W Town Place
Suite 114
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
723475	12/2/2024	\$820.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

00000001165220010000002327590000008200068

Please Return this invoice with your payment and notify us of any changes to your contact information.

BANNON LAKES CDD **435 Bannon Lakes Blvd, St Augustine, Fl** **St Augustine, FL 32092**
Invoice Due Date 12/12/2024 **Invoice 232759B** **PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
12/2/2024	Water Management - Monthly		\$820.00	\$0.00	\$820.00

Please remit payment for this month's invoice.

RECEIVED
By Tara Lee at 11:57 am, Dec 02, 2024

Approved 12/2/24
Jeff Johnson
Lake Maintenance
1.330.53800.46800

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

Credits \$0.00
Adjustment \$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$820.00

This Invoice Total:

\$820.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 723475
Portal Registration #: 0F4EFD82
Customer E-mail(s): jjohnson@rmsnf.com
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

Envera
 8281 Blaikie Court
 Sarasota, FL 34240
 (941) 556-7066

Invoice	
Invoice Number 748368	Date 11/11/2024
Customer Number 400558	Due Date 01/01/2025

Page 1

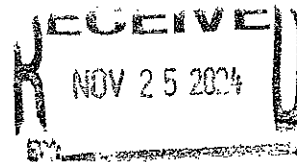
Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Bannon Lakes CDD	400558		748368	01/01/2025
Quantity	Description		Rate	Amount
<i>Bannon Lakes CDD, Bannon Lakes Blvd, Saint Augustine, FL</i>				
2.97	Active Video Monitoring 10/03/2024 - 12/31/2024		200.00	593.33
2.97	Passive Standard Camera 10/03/2024 - 12/31/2024		125.00	370.83
2.97	Service & Maintenance 10/03/2024 - 12/31/2024		232.85	690.79
	Sales Tax			0.00
	Payments/Credits Applied			0.00
Invoice Balance Due:				\$1,654.95

IMPORTANT MESSAGES

Important Numbers to Know:

Billing Questions: (941) 556-7066
 Email: ar@enverasystems.com
 Service: (941) 952-3719

Agreement 3047 effective 10/3/24. Not yet billed



RECEIVED
 By Tara Lee at 11:47 am, Dec 05, 2024

Approved 12/4/24
 Jeff Johnson

Date	Invoice #	Description	Amount	Balance Due
11/11/2024	748368	Monitoring Services	\$1,654.95	\$1,654.95

Envera
 8281 Blaikie Court
 Sarasota, FL 34240
 (941) 556-7066

Return Service Requested

Invoice	
Invoice Number 748368	Date 11/11/2024
Customer Number 400558	Due Date 01/01/2025

Net Due: \$1,654.95

Amount Enclosed: _____

BANNON LAKES CDD
 C/O GOVERNMENTAL MGMT SERV
 475 W TOWN PL STE 114
 SAINT AUGUSTINE, FL 32092-3649

369

REMIT TO:

Envera
 PO Box 2086
 Hicksville, NY 11802

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

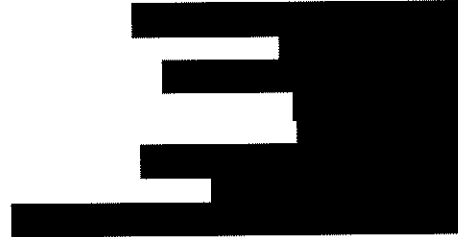
December 6, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



Mr. Jim Oliver
Bannon Lakes CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3496109
2723-1

Re: General Counsel

For Professional Legal Services Rendered

09/02/24	W. Haber	0.20	55.00	Review agenda for special meeting
09/10/24	W. Haber	0.20	55.00	Review correspondence and proposed agenda for special meeting
09/12/24	W. Haber	0.30	82.50	Prepare for and participate in call to discuss agenda for special meeting
09/13/24	W. Haber	0.20	55.00	Review and revise lake maintenance agreement
09/15/24	A. Warner	0.30	37.50	Draft seventh amendment of Lake Doctors pond maintenance agreement
09/16/24	A. Warner	0.20	25.00	Review and disseminate Lake Doctors agreement to Sweeting
09/20/24	W. Haber	0.40	110.00	Review audit and confer with Peregrino regarding same
09/20/24	A. Warner	0.60	75.00	Further update Sixth amendment for Lake Doctors; correspond with Haber and Sweeting regarding same
09/23/24	W. Haber	3.90	1,072.50	Prepare presentation; confer with Oliver; participate in special meeting
09/23/24	A. Warner	0.20	25.00	Disseminate Lake Doctors agreement to Sweeting

KUTAK ROCK LLP

Bannon Lakes CDD
December 6, 2024
Client Matter No. 2723-1
Invoice No. 3496109
Page 2

TOTAL HOURS	6.50	
TOTAL FOR SERVICES RENDERED		\$1,592.50
DISBURSEMENTS		
Meals	16.59	
Travel Expenses	150.12	
TOTAL DISBURSEMENTS		<u>166.71</u>
TOTAL CURRENT AMOUNT DUE		<u>\$1,759.21</u>

RECEIVED

By Tara Lee at 10:22 am, Dec 06, 2024

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 1182
Invoice Date: 11/25/2024
Due Date: 11/25/2024
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance October 1 - October 31, 2024		5,200.00	5,200.00
Maintenance Supplies		146.25	146.25

RECEIVED

By Tara Lee at 9:54 am, Dec 05, 2024

Grounds Maintenance 1.330.53800.46100 \$1633.00
Facility Maintenance 1.320.57200.45100 \$2800.00
Repairs and Maintenance 1.320.57200.60000 \$913.25

Jerry Lambert
11-27-24

Total	\$5,346.25
Payments/Credits	\$0.00
Balance Due	\$5,346.25

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF OCTOBER 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/1/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/2/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/3/24	7	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/4/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/7/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/8/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/9/24	5	J.J.	Storm preparation with furniture, raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/11/24	5	J.J.	Reset furniture on patio and pool deck after storm, raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/14/24	6	J.J.	Rehung windscreens back up, raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/15/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/16/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/17/24	7	J.J.	Painted clubhouse walls, blew leaves and debris off walkways, raked mulch in playground, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/18/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF OCTOBER 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/21/24	6	J.J.	dog waste receptacles, straightened and organized all pool deck and patio furniture Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/22/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/23/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/24/24	7	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/25/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/28/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/29/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
10/30/24	5	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
10/31/24	7	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles

TOTAL 130

MILES 0

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 11/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL BANNON LAKES				
	10/30/24	4" Elbow	14.90	J.J.
	10/30/24	4" 90	6.14	J.J.
	10/30/24	2 Bags of Rocks	14.88	J.J.
	10/30/24	12" Basin	80.47	J.J.
	10/30/24	Concrete Crack Sealant	29.85	J.J.
		TOTAL	<u>\$146.25</u>	

Commercial **Fitness** Products

Invoice

5034 N Hiatus Road 954-747-5128 Phone
 Sunrise, FL 33351 954-747-5131 Fax

Date	Invoice #
12/3/2024	CC12063

Sold To	Ship To
---------	---------

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Rep	Account #	Sales Order No.	Ship Date	Purchase Order #	Terms	Due Date
EC	BL435	OS5025	12/3/2024	Verbal	Net 30	1/2/2025
Qty	Item Code	Description		Price Each	Amount	
1	Service Charge	Service Charge		90.00	90.00	
1	Part	Dual Adjustable Cable Synergy 360		130.00	130.00	
1	Labor	Technician installed part listed.		90.00	90.00	
		Subtotal			310.00	
1	Freight	Inbound Shipping		15.00	15.00	
<p>Approved 12/12/24 Jeff Johnson Fitness Center Repairs 1.320.57200.60100</p> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>RECEIVED By Tara Lee at 1:24 pm, Dec 12, 2024</p> </div>						

Thank you for your business!

Total	\$325.00
Payments/Credits	\$0.00
Balance Due	\$325.00

www.commfitnessproducts.com

Envera
 8281 Blaikie Court
 Sarasota, FL 34240
 (941) 556-7066

Invoice	
Invoice Number 749285	Date 12/02/2024
Customer Number 400558	Due Date 01/01/2025

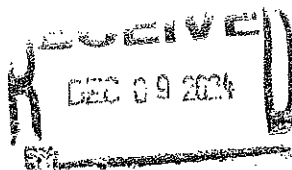
Page 1

Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Bannon Lakes CDD	400558		749285	01/01/2025
Quantity	Description		Rate	Amount
<i>Bannon Lakes CDD, Bannon Lakes Blvd, Saint Augustine, FL</i>				
1.00	Active Video Monitoring 01/01/2025 - 01/31/2025		200.00	200.00
1.00	Passive Standard Camera 01/01/2025 - 01/31/2025		125.00	125.00
1.00	Service & Maintenance 01/01/2025 - 01/31/2025		232.85	232.85
	Sales Tax			0.00
	Payments/Credits Applied			0.00
Invoice Balance Due:				\$557.85

IMPORTANT MESSAGES

Important Numbers to Know:

Billing Questions: (941) 556-7066
 Email: ar@enverasystems.com
 Service: (941) 952-3719



RECEIVED
 By Tara Lee at 12:47 pm, Dec 10, 2024

Date	Invoice #	Description	Amount	Balance Due
12/02/2024	749285	Monitoring Services	\$557.85	\$557.85

Envera
 8281 Blaikie Court
 Sarasota, FL 34240
 (941) 556-7066


Return Service Requested

Approved 12/10/24
 Jeff Johnson

Invoice	
Invoice Number 749285	Date 12/02/2024
Customer Number 400558	Due Date 01/01/2025

Net Due: \$557.85

Amount Enclosed: _____


 BANNON LAKES CDD
 C/O GOVERNMENTAL MGMT SERV
 475 W TOWN PL STE 114
 SAINT AUGUSTINE, FL 32092-3649

2270

REMIT TO:

Envera
 PO Box 2086
 Hicksville, NY 11802

**FREEDOM
PEST CONTROL**



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrolfl.com

Service Slip/Invoice

INVOICE: 1175191
DATE: 12/12/2024
ORDER: 1175191

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
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
12/12/2024			2MARCUS	12:33 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	12/12/2024		02:45 PM
				Lic:JE276424

Service	Description	Price
MONTHLY	Monthly Pest Control	\$180.00
RODENT	Rodent Control	\$100.00
SUBTOTAL		\$260.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$260.00
AMOUNT DUE		\$260.00

Approved 12/13/24
Jeff Johnson
Pest Control
1.320.57200.60100

RECEIVED
By Tara Lee at 9:43 am, Dec 13, 2024

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.

PLEASE PAY FROM THIS INVOICE

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302
+13865863321
amanda@landcaregrp.com
www.LandcareGrp.com



BILL TO

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

INVOICE # 15827

DATE 12/12/2024

DUE DATE 01/11/2025

TERMS Net 30

PROJECT NUMBER

M101

ATTENTION

Jeff Johnson

PROJECT

Monthly Irrigation Billing

PV - Irr. Maint. Svc.	Irrigation Maintenance Service for November- see attached list.	1,300.00
----------------------------------	---	----------

SUBTOTAL	1,300.00
TAX	0.00
TOTAL	1,300.00
BALANCE DUE	\$1,300.00

Approved 12/13/24
Jeff Johnson
Irrigation Repairs
1.330.53800.46400

RECEIVED
By Tara Lee at 1:19 pm, Dec 13, 2024

Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
11/15	Amenity Center	(5) 4" rotors, (8) 6Ps, (4) nozzles, (4) MPRs, 3 ft. 1/2" flex, 3/4" 90°, 3/4" x 1/2" street ell, 3/4" bickle, 3/4" x 1/2" reducer bushing	\$ 201.50	\$ 168.00	\$ 369.50
11/18	Bannon Lakes Blvd.	(27) 6Ps, (38) MPRs, 1/2" cap	\$ 636.50	\$ 294.00	\$ 930.50
				Total Due	\$ 1,300.00

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302
+13865863321
amanda@landcaregrp.com
www.LandcareGrp.com



INVOICE

BILL TO

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

INVOICE # 15780
DATE 12/01/2024
DUE DATE 12/31/2024
TERMS Net 30

PROJECT NUMBER
M101

ATTENTION
Jeff Johnson

PROJECT
Bannon Lakes CDD

ITEM	DESCRIPTION	AMOUNT
PV - Maintenance	Monthly maintenance for the month of December Back lake added to CDD common area	14,058.30

Attn. Jeff Johnson

SUBTOTAL	14,058.30
TAX	0.00
TOTAL	14,058.30
BALANCE DUE	\$14,058.30

Approved 12/3/24
Jeff Johnson
Landscape Maintenance
1.330.53800.46200

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 238
Invoice Date: 11/30/2024
Due Date: 11/30/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Special Event Assistant through November 2024 1,320.57200.34100	12.1	27.50	332.75
<i>Jerry Lambert</i> 12-10-24			

Total \$332.75

Payments/Credits \$0.00

Balance Due \$332.75

RECEIVED
By Tara Lee at 9:42 am, Dec 12, 2024

BANNON LAKES CDD
FACILITY ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
12.1	Facility Assistant Covers November 2024	\$ 27.50	\$ 332.75
	TOTAL DUE:		<u>\$ 332.75</u>

Facility Assistant 1.320.57200.34100

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
FACILITY ASSISTANT BILLABLE HOURS
THROUGH NOVEMBER 2024**

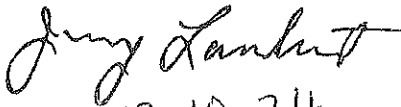
<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/26/24	8.02	L.H.	Completed daily checklist and returned calls and emails
11/27/24	4.08	L.H.	Completed daily checklist and returned calls and emails
TOTAL	<u>12.1</u>		

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 237
Invoice Date: 12/1/2024
Due Date: 12/1/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
1.320.57200.45200 - Pool Maintenance Services - December 2024		1,179.75	1,179.75
1.320.57200.46001 - Contract Administration - December 2024		2,145.50	2,145.50
1.320.57200.34000 - Facility Management - Bannon Lakes - December 2024		6,591.17	6,591.17
 12-10-24			

Total \$9,916.42


Payments/Credits \$0.00

Balance Due \$9,916.42

RECEIVED
By Tara Lee at 10:40 am, Dec 11, 2024



ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT # 764131	PAGE # 1 of 1
INVOICE # 0006817790	BILLING PERIOD Nov 1- Nov 30, 2024	PAYMENT DUE DATE December 20, 2024	
PREPAY (Memo Info) \$0.00	UNAPPLIED (included in amt due) \$0.00	TOTAL CASH AMT DUE* \$310.64	

BILLING ACCOUNT NAME AND ADDRESS Bannon Lakes Cdd - Gms 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 	<p>Legal Entity: Gannett Media Corp.</p> <p>Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p>All funds payable in US dollars.</p>
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BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com FEDERAL ID 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.

Date	Description	Amount
11/1/24	Balance Forward	\$141.36
11/5/24	PAYMENT - THANK YOU	-\$71.36

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
11/21/24	10784315	SAG St Augustine Record	Bannon Lakes CDD - Engineer RFQ		\$174.72
11/22/24	10781398	SAG St Augustine Record	12/10 meeting		\$65.92

RECEIVED
By Tara Lee at 12:20 pm, Dec 19, 2024

RECEIVED
DEC 13 2024

Balance of \$70 was paid on November 25th; check #1618 *Tara R. Lee*

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!	<table> <tr> <td>Total Cash Amount Due</td> <td>\$310.64</td> </tr> <tr> <td>Service Fee 3.99%</td> <td>\$12.39</td> </tr> <tr> <td>*Cash/Check/ACH Discount</td> <td>-\$12.39</td> </tr> <tr> <td>*Payment Amount by Cash/Check/ACH</td> <td>\$310.64</td> </tr> <tr> <td>Payment Amount by Credit Card</td> <td>\$323.03</td> </tr> </table>	Total Cash Amount Due	\$310.64	Service Fee 3.99%	\$12.39	*Cash/Check/ACH Discount	-\$12.39	*Payment Amount by Cash/Check/ACH	\$310.64	Payment Amount by Credit Card	\$323.03
Total Cash Amount Due	\$310.64										
Service Fee 3.99%	\$12.39										
*Cash/Check/ACH Discount	-\$12.39										
*Payment Amount by Cash/Check/ACH	\$310.64										
Payment Amount by Credit Card	\$323.03										

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT NUMBER 764131		INVOICE NUMBER 0006817790		AMOUNT PAID
CURRENT DUE \$240.64	30 DAYS PAST DUE \$70.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$310.64
REMITTANCE ADDRESS (Include Account# & Invoice# on check) Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				TO PAY WITH CREDIT CARD PLEASE CALL: 1-877-736-7612		TOTAL CREDIT CARD AMT DUE \$323.03
				To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com		

0000764131000000000000068177900003106467177

LOCALIQ FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Bannon Lakes Cdd - Gms
Bannon Lakes Cdd - Gms
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

11/21/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 11/21/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost:	\$174.72	
Tax Amount:	\$0.00	
Payment Cost:	\$174.72	
Order No:	10784315	# of Copies:
Customer No:	764131	1
PO #:		

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

REQUEST FOR
QUALIFICATIONS FOR
ENGINEERING SERVICES
FOR THE BANNON LAKES
COMMUNITY DEVELOPMENT
DISTRICT

RFQ for Engineering Services

The Bannon Lakes Community Development District ("District"), located in St. Johns County, Florida, announces that professional engineering services will be required on a continuing basis for the District's infrastructure improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required. Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the [Jurisdiction]; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 3:00 p.m. on December 3, 2024 to the attention of Sarah Sweeting (by email to: ssweeting@gmsmf.com) ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

Nov 21, 2024 ()

LOCALIQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Bannon Lakes Cdd - Gms
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

11/22/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 11/22/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost:	\$65.92	
Tax Amount:	\$0.00	
Payment Cost:	\$65.92	
Order No:	10781398	# of Copies:
Customer No:	764131	1
PO #:		

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

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 Tuesday, December 10, 2024 at 6:00 p.m. at Good News Church, 573 West Twincourt Trail, St. Augustine, Florida 32095. 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.

James Oliver
District Manager

**Bannon Lakes
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
December 19, 2024	\$8,363.59	Sheryl Fuiks

Payable to:

Bannon Lakes CDD c/o BNY Mellon #37 DS 2016

Date Check Needed:

Budget Category:

ASAP	1-300-20700-10200
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Intended Use of Funds Requested:

7/29/24	SJC TAX DIST INTEREST 3
157.68	
10/4/24	SJC TAX DIST INTEREST 4
46.55	
10/30/24	SJC TAX DIST EXCBSS FEE
8,159.36	
8,363.59	

(Attach supporting documentation for request. Overnight via Fedex with deposit letter from Accountant)

**Bannon Lakes
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
December 20, 2024	\$110,475.86	Sheryl Fulks

Payable to:

Bannon Lakes CDD c/o BNY Mellon #37 DS 2016

Date Check Needed:

Budget Category:

ASAP	1-300-20700-10200
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Intended Use of Funds Requested:

11/5/24 SJC TAX DIST 1	4,365.02
11/15/24 SJC TAX DIST 2	17,496.01
11/19/24 SJC TAX DIST 3	34,780.69
12/6/24 SJC TAX DIST 4	53,834.14
	<u>110,475.86</u>

(Attach supporting documentation for request. Overnight via Fedex with deposit letter from Accountant)

**Bannon Lakes
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
December 20, 2024	\$62,098.33	Sheryl Fulks

Payable to:

Bannon Lakes CDD c/o BNY Mellon #76 DS 2021

Date Check Needed:

Budget Category:

ASAP	1-300-20700-10300
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Intended Use of Funds Requested:

11/5/24 SJC TAX DIST 1	2,453.57
11/15/24 SJC TAX DIST 2	9,834.48
11/19/24 SJC TAX DIST 3	19,550.18
12/6/24 SJC TAX DIST 4	30,260.10
	62,098.33

(Attach supporting documentation for request. Overnight via Fedex with deposit letter from Accountant)

