

MINUTES OF MEETING
BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannon Lakes Community Development District was held on Thursday, May 22, 2025, at 7:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Michael Sheldon	Chairperson
Kim Crenier	Vice Chairperson
Sandy Gehring <i>by phone</i>	Supervisor
Thomas Cooper	Supervisor

Also present were:

Matthew Biagetti	District Manager
Kyle Magee <i>by phone</i>	District Counsel
Jeff Johnson	RMS
Emily Wright	RMS
Sergeant Bobby Kukar	SJCSO

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order. Three Supervisors were present in person constituting a quorum. Ms. Gehring joined the meeting by phone.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Biagetti opened the public comment period for agenda items only.

Mr. Sheldon thanked Ms. Crenier who is actively involved in veteran's affairs and civic duties. 200 volunteers put flags on every tombstone in the National Cemetery in Jacksonville. Ms. Crenier noted this Saturday morning there will be a memorial ceremony at 9:30.

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THIRD ORDER OF BUSINESS

Approval of Minutes of the April 15, 2025 Meeting

Mr. Biagetti presented the minutes of the April 15, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, the Minutes of the April 15, 2025 Meeting, were approved 4-0.

FOURTH ORDER OF BUSINESS

Consideration of Applications for Qualifications Received in Response to the RFQ for Architectural Design Services

Mr. Biagetti stated this is in relation to the amenity center enhancements and improvements in the future. Guidance is needed for some of the anticipated projects. Requests were sent out and one response was received by Basham & Lucas, which is the original architectural design group that designed the amenity center. Tonight the Board will be approving this application to move forward with Basham & Lucas if the Board agrees. Their rate sheet will be brought back to the next meeting for approval.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, Accepting Basham & Lucas's application as top ranked firm to provide architectural design services relating to amenity & community enhancements, was approved 4-0.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Resetting the Public Hearing to Adopt Rates

Mr. Biagetti stated this public hearing was originally set back in January but was rescheduled for today. It was published consistent with the requirements of Chapter 190 Florida Statutes. Mr. Magee stated this is ratifying moving the public hearing from its original date to today.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, Resolution 2025-05 Resetting the Public Hearing to Adopt Rates, was ratified 4-0.

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SIXTH ORDER OF BUSINESS

**Public Hearing to Adopt Amenity Rates,
Resolution 2025-06**

Mr. Biagetti stated with this process we are looking at a rate of \$50, nonrefundable for the room rental and then a \$200 refundable deposit if everything checks out right. He asked for a motion to open the public hearing.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, Opening the Public Hearing, was approved 4-0.

Mr. Sheldon asked for any comments from the public.

Lisa Dynes (550 Bluejack Ln.) stated she disagrees with a \$50 nonrefundable fee because the purpose is to pay for and replenish furniture as needed & that should be built into the budget. Ms. Gehring stated the thinking here is if the replacement of furniture and more frequent cleaning is put in the budget will increase the budget for 100% of the homeowners but the wear and tear is not being caused by 100% of the homeowners. It is occurring because of private parties. The equitable way would be people using it for private parties would pay a nominal fee to offset the cost for all the residents.

Sandra Lovett (244 Lake Bridge Rd.) stated the floor is often disgusting after the amenity center clubhouse has been used over the weekend. Agrees with what Ms. Gehring stated. Mr. Cooper asked how the deposit works. Ms. Wright noted the resident is given an option to pick up the refundable deposit the week after the event or she can shred the check. Ms. Gehring noted if someone is reserving the clubhouse for a private party with alcohol, taking out an insurance policy is required.

Resident asked for clarification that it is just for private parties because people utilize the facilities for card games, clubs, and yoga so are those subject to the fee?

Alyssa Chiodo (36 Flintlock Ln.) stated her son uses the clubhouse for tutoring which is a lot different than going to a 3-year-olds birthday party that is chaos. Feels \$50 is inexpensive compared to going anywhere else and also using the entire CDD to pay for birthday party chaos.

Mr. Biagetti asked for a motion to close the public hearing.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, Closing the Public Hearing, was approved 4-0.

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Mr. Biagetti asked for a motion to approve Resolution 2025-06 and accept the rate effective immediately.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, Resolution 2025-06 Adopting the Amenity Rates with Room Rental at \$50 & Deposit at \$200, was approved 4-0.

Sergeant Bobby Kukar a deputy with the county Sheriff's department provided the Board and audience an overview of what he is seeing and what he has been doing during his patrols including writing tickets for speeding, reckless driving, and discussion with kids on E-Bikes. Mr. Sheldon asked if the sidewalks and natural trail could be limited to 15 MPH for E-Bikes. Sergeant Kukar suggested checking with the county traffic department on those regulations. Mr. Magee noted the CDD doesn't have any traffic enforcement capabilities but they can look into implementing some restrictions on the use of E-Bikes around the amenity center and in the parks.

Resident stated a lot of the workers fly into the preserve past the stop sign around 7:30 to 8:00 in the morning and she has almost been hit multiple times. Resident asked if he can patrol around that time.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals

A. Shade Structure for Dog Park

Mr. Johnson reviewed the Playmore proposal for the shade structure at the dog park for \$35,268.18.

B. Benches for Dog Park

Mr. Johnson reviewed the Playmore proposal for two benches at the dog park at \$1,810.25.

C. Shade Structure for Playground

Mr. Johnson reviewed the Playmore proposal for the playground shade structure for \$69,494.94. Mr. Biagetti suggested looking into other vendors to get apples to apples comparisons and investigate different options. Ms. Crenier cautioned about cheaper options due to inability to sustain strong winds. Mr. Cooper recommended tabling and getting one more quote from another reputable company.

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On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, to table shade structures for dog park & playground as well as dog park benches until the next meeting, was approved 4-0.

EIGHTH ORDER OF BUSINESS

Discussion Items:

A. Master HOA

Mr. Biagetti discussed the Master HOA's responsibility of maintenance funding obligations and enforcement of Covenants with the commercial property. Counsel is still investigating financials that need to be provided from previous years. Mr. Cooper would like to have a clear understanding of what the Master HOA agreements are with the company that owns that section of Parkland. Mr. Magee stated they are still waiting on the documents regarding the payments for the ongoing maintenance. As far as the development goes, that development has never been assessed O&M assessments. If something is going in there, they may be able to assess that in the future.

B. Pond Ownership

Mr. Sheldon stated this is going to all of the HOAs for them to collaborate. We look to collaborate between the CDD and all of the HOA's on transferring from each HOA their water management system. This includes permits for any of the water management systems, the lakes and associated conduit as identified in the CDD's Engineer's Report. Acceptance would be conditional upon the CDDs engineer conducting a review of the water management systems and certifying in writing they are in compliance with St. Johns River Water Management District permits and don't have any material defects beyond wear and tear. The conveyance documents will be prepared by CDDs counsel. The communities with lakes that are completely internal, i.e. cannot be accessed from CDD property, an easement will be granted and will remain to be the responsibility of the HAO or individual homeowners to manage the landscaping to the water line. Placement of retention fountains in any of the lakes that are accepted by the CDD will be subject to the CDDs consent and subject to the HO's remaining responsible for the fountains care, replacement and power needs. HOAs must grant access to the lakes so it's acceptable to the CDD and its engineers for purposes of lake care and by the CDD and the selected vendor used for inspection and repairs. It's required the change in CDD rules regarding fish be amended to retain the no fishing policy currently in place behind any family residence. Owners that live on HOA

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lake must grant permission to the CDD employees, Supervisors and vendors to access the lake if required. HOA leadership is required to obtain permission by vote from its members if it is required for the HOA to transfer the water management system to the CDD. A record of such action will be provided to the CDDs Board of Supervisors.

On MOTION by Mr. Sheldon, seconded by Mr. Cooper, with all in favor, Authorizing the CDD to work with the HOA to convey the stormwater systems to the CDD and bring an agreement back to the Board that addresses these details, was approved 4-0.

C. Discussion of Amenity Center Enhancements

Mr. Biagetti asked for any discussion regarding amenity center enhancements. The Board had no comments.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption (August 19, 2025)

Mr. Biagetti stated the public hearing is slated for August 19, 2025. If this budget is approved it cannot be increased, however line items can be scaled back. Landscape had a \$33K increase with not knowing conveyance of different things and pond maintenance. As the budget is proposed, there is a \$150 assessment increase. He noted previous discussion about putting in a placeholder for roof replacement at the amenity center of \$175K. It is not reflective in this proposed budget but can be amended to approve adding that figure in. Wes is still looking at the manufacturer and is going to start the claims process before a demand is sent. However, a draft letter is ready to go. He suggested adding roof replacement in right now but that may change if there is any support from the manufacturer. A rough estimate of \$200K is put in for roof replacement, which would be an additional \$200 assessment per unit making it a total \$350K increase on the assessment. Another potential option is the construction fund and getting confirmation if they can or cannot use those funds for roof replacement. The roof is not an option and is a required repair. Mr. Cooper asked to get a couple more quotes for the next meeting. Mr. Magee reminded it's a state requirement to get this proposed budget approved by June 15th. This

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budget is setting the high watermark for assessments. The residents will get a notice that their assessments may be going up.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, Resolution 2025-04 Approving the Proposed Budget for Fiscal Year 2026 and Setting August 19, 2025 for the Public Hearing on Adoption, add \$200,000 for roof replacement, was approved 4-0.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee had nothing further to report. He offered to answer any questions or to take anything back to Wes.

B. Engineer

Mr. Biagetti noted the engineer is not on the line. Mr. Sheldon stated the engineer needs to be informed about the lakes.

C. District Manager – Report on the Number of Registered Voters (1,387)

Mr. Biagetti reported there are 1,387 registered voters within the District. He reminded the Supervisors to complete Form 1 by July 1st and check the box for ethics training completion.

D. General Manager– Report

Ms. Wright reviewed the Amenity Manager’s Report. Mr. Johnson submitted his Operations Report and offered to take any questions. Mr. Sheldon asked about a down tree. Mr. Johnson noted it has been reset. He noted in the Preserves, the section behind the personal property line to the edge of the Preserve start, he wants to do a rough cut twice a year. He is putting a proposal together to get that finalized and started. Quick Catch was out today for reported hog issues on Ridge Bay. Activity was found but not enough for them to justify doing anything more than just observation.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Rhonda Kingsley (95 Bridge Oak Ln.) stated she thought the roof replacement came from the reserves. How much of the 150 additional dollars will be used for a reserve study? Mr. Sheldon

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noted they are looking at that question but it depends on what happens with the demand letter as far as the roof being fixed by the manufacturer. She asked shouldn't the roof be repaired with reserve dollars instead of assessing the residents? Mr. Biagetti noted there are 2 parts to that question. One is the construction fund and they are seeking advice from bond counsel. Then there is the regular capital reserve fund but the capital reserve fund balance wouldn't match the required dollars.

Duane Dodwell (251 Rock Spring Loop) asked if the other retailers on IGP are part of the CDD? Mr. Sheldon stated no they are not. He asked on the RFQ, you did approve the soul source, right? Mr. Sheldon stated correct.

Michael Manzione (166 Sage Hen Dr) asked about the maintenance of the reserve. Jeff noted they are doing a rough cut twice a year. It addresses the entire Preserve, back side. When did the issue with the roof start? Jeff started noticing it mid-summer last year and has been trying to get a resolution since then. The resident stated it seems they were slow to act on this. What is the percentage increase, 10-15% increase?

Resident asked how did you come up with this amount of proposed increase? Mr. Sheldon noted the numbers are in the budget. We are charging a total fee even to the empty lots that are back in the preserve, using the maximum number of units. Mr. Biagetti noted this is based on 986 assessed units which is on the tax assessment roll through St. Johns County. Its fully assessed.

Resident spoke about the roof and the underlayment with tar pouring out of the joints. Asked for an opinion on how they could seal that off or do a cap to prevent it from leaking. Jeff noted it is running down the roof lines in the valleys, behind the gutters and dropping down in one spot. In another spot its leaking through the trusses.

Steve Sodd (468 Beechnut Circle) asked if the roof issue is a design flaw or storm damage. Has an expert been out to review for the reason why? Mr. Biagetti stated it goes back to the manufacturer. They claimed a product was able to be used in this environment at time of construction. Come to find out that material was not able to withstand certain temperatures. There is a claims process before the demand letter.

Emily (71 Artist Oaks) asked about insurance coverage on the rest of the amenity building? Will the insurance company renew coverage when they see this damage? Ms. Crenier stated that's a good question. Mr. Biagetti will follow up on that.

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Susan Cooper (27 Orchard Ln.) stated she was concerned with summer coming, so many kids with no manners, throwing bikes and scooters by the pool. Kids jumping off the pier into the Preserve pond. Kids out walking to amenity at midnight. Who is patrolling in the summer? There should be rules. Mr. Sheldon stated staff will be in the manager's office every weekend during the summertime. The pier is an HOA problem. The pond is not suitable for drinking or swimming. There are some parental responsibilities that have to happen. The CDD can't dictate to that level and it's not a CDD responsibility. It's either the HOAs, parents, or community activities. Ms. Crenier stated nobody should be at the amenity center at midnight. There is a security system.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Biagetti asked for any Supervisors requests. Hearing no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending April 30, 2025

Mr. Biagetti presented the unaudited financials through April 30, 2025. They are showing no signs of negative variances.

B. Assessment Receipt Schedules

Mr. Biagetti stated the District is 98.77% collected.

C. Approval of Check Register

Mr. Biagetti noted the check register is included in the agenda package and totals \$143,429.49. He offered to take any questions on invoices, if not, looking for a motion to approve.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, the Check Register, was approved 4-0.

FOURTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – July 10, 2025 at 6:00 p.m. at the World Golf Village

Mr. Biagetti stated there has been conversation of potentially moving the June meeting and combining it with the July meeting. The next Board meeting will be Thursday, July 10, 2025 at

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6:00 p.m. Site to be determined.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, Setting the Next Meeting on Thursday, July 10th at 6:00 p.m., was approved 4-0.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Mr. Biagetti asked for a motion to adjourn the meeting.

On MOTION by Mr. Sheldon, seconded by Mr. Cooper, all in favor, the meeting was adjourned 4-0.

DocuSigned by:

Jim Oliver

Secretary / Assistant Secretary

Signed by:

Michael Sheldon

Chairperson / Vice Chairperson