

**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, **February 17, 2026**, at 6:00 p.m. at the Bannon Lakes Amenity Center, 435 Bannon Lakes Boulevard, St. Augustine, Florida 32095.

Present and constituting a quorum were:

Michael Sheldon	Chairman
Kim Crenier	Vice Chairperson
Sandy Gehring	Assistant Secretary
John Ter Louw	Assistant Secretary

Also present were:

Matt Biagetti	District Manager, GMS
Jim Oliver	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Jeff Johnson	RMS, Operations Manager
Emily Wright	RMS, Amenity Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 6:00 p.m. Four Supervisors were in attendance in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Biagetti opened the public comment period for agenda items only and reminded speakers that comments were limited to three minutes, must relate to agenda items, and require the speaker's name and address for record. There were no public comments.

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THIRD ORDER OF BUSINESS

Approval of Minutes of the January 20, 2026 Meeting

Mr. Biagetti presented the minutes of the January 20, 2026 meeting which were included in the agenda package. There were no changes.

On MOTION by Ms. Crenier, seconded by Mr. Ter Louw, with all in favor, the Minutes of the January 20, 2026 Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Discussion of:

A. Fitness Center Expansion

The Board discussed the fitness center expansion. It was noted that Mr. Lucas was not in attendance; however, pursuant to direction from the prior meeting, the Board had approved preparation of preliminary construction drawings. Staff reported that Mr. Lucas completed approximately 30% design drawings, which were included in the agenda packet. These drawings are not intended for bidding at this stage but will be used by a contractor to prepare a more refined cost estimate. The updated cost estimate is expected to be presented at the March meeting. The Board discussed prior square-foot cost assumptions, previously estimated at approximately \$350-\$375 per-square-foot range. The Board also discussed the future solicitation process. It was confirmed that a Request for Proposals (RFP) will be issued, with the goal of receiving multiple bids, ideally at least three. Mr. Lucas will assist with preparation of the RFP. A Board member asked whether contractors responding to the RFP could present to the Board. Staff confirmed that presentations could be incorporated into the process. No further Board questions were raised at this time.

B. Painted Rock Project

The Board discussed the Painted Rock project, which had been requested by a resident at the prior meeting. It was noted that the resident was not present to provide the requested presentation, like the process previously used for the Free Little Library project. In the absence of a presentation, the Board agreed to table the item until the resident can attend and present the proposal.

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On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, to Table the Painted Rock Project Discussion to a Future Meeting, was approved.

C. Amenity Center Hours

The Board discussed the current policy requiring outdoor amenities, including the playground, basketball court, and tennis/pickleball courts, to close at sundown. The discussion stemmed from resident concerns about early winter sunsets limiting playground access, as well as questions about basketball use after dark. It was noted that any change would require a policy amendment and careful consideration of liability, lighting adequacy, staffing impacts, noise concerns, and increased electrical costs. The playground currently has limited lighting, and additional infrastructure may be required before extending hours.

Staff was directed to review practices at comparable CDD’s, consult with the District’s insurance carrier regarding liability considerations, obtain preliminary information and potential cost estimates for additional lighting, and evaluate potential impacts to utility costs. The item will return at the March 17 meeting for further discussion.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, Tabling the Amenity Center Hours to a Future Meeting Agenda and Directing Staff to Prepare Requested Information, was approved.

D. Bike Rack at Southshore

Mr. Biagetti stated that pursuant to direction from the prior meeting, Supervisor Cooper contacted the Southshore HOA regarding the potential construction of a pad and installation of a bike rack on HOA property. Southshore HOA has not yet met to consider request. The Board agreed to table the item pending a response or confirmation that the HOA has discussed the matter.

Additionally, it was noted that staff will coordinate with the appropriate school district community representative to discuss future bus stop locations in the Preserve area. Once information is obtained, it will be shared with the relevant HOA’s for their consideration.

On MOTION by Mr. Ter Louw, seconded by Ms. Gehring, with all in favor, to Table the Bike Rack at Southshore until South Shore HOA Provides a Response, was approved.

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E. Radar Speed Limit Signs**F. Crosswalk Installation**

The Board discussed radar speed limit signs. A vendor quote was included in the agenda package outlining two options: an HOA-grade solar radar sign at approximately \$2,800 per sign and a DOT-compliant radar solar sign at approximately \$3,500 per sign. Based on discussion with the District Engineer, the DOT-compliant option would likely be required for Bannon Lakes Boulevard.

The preliminary estimate for two solar-powered signs, including associated costs, was approximately \$8,500. The solar option was discussed as preferable to avoid the need for manual charging.

Staff noted that installation would require County approval and submission of an application and site survey prepared by the District Engineer. Unlike prior crosswalk discussions, a traffic study would not be required for the radar signs.

The Board discussed potential effectiveness, including whether drivers may become accustomed to the signs over time. Additional considerations included: placement near the amenity center and crosswalk areas, configurable flashing thresholds for speeding vehicles, ongoing electrical costs, whether alternative measures (e.g., off duty law enforcement) may be more effective, and impacts to adjacent communities along Bannon Lakes Boulevard.

The Board also revisited prior discussions regarding roadway striping. It was clarified that prior striping was not pursued due to cost considerations rather than County denial. Striping was discussed as a potentially less complex approval process than traffic calming devices. Given the broader traffic concerns, including speeding and passing complaints, the Board determined that a broader discussion would be beneficial.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, Scheduling a Traffic Calming Workshop, was approved.
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FIFTH ORDER OF BUSINESS

Consideration of Proposals for Pickleball and Basketball Court Lighting

- A. Lumark**
- B. PLP**
- C. Smith Electric**

Staff presented a preliminary lighting proposal for the pickleball, tennis, and basketball courts for cost comparison purposes. A lighting engineer reviewed a conceptual layout and recommended eight LED lights (Lumark fixtures) mounted on composite poles to adequately illuminate the courts. The total estimated cost for equipment and installation is approximately \$42,000. Optional light shields to reduce stray light would cost an additional \$200 per fixture. The estimate includes installation, poles, wiring, and connection to the existing power source but does not include ongoing electrical costs.

The Board discussed the potential lighting needs for the playground area; however, no proposal or estimate has been obtained for that location. Discussion centered on whether lighting should be considered as part of a broader amenity improvement plan rather than as a standalone project. Board members expressed interest in evaluating lighting comprehensively across the amenity center if pursued, including operational costs, liability considerations, and comparisons to other communities. Given that the Board is awaiting costs estimates for the fitness center expansion, members agreed that lighting discussions should be considered in conjunction with that project and upcoming budget planning.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, Tabling the Proposals for Pickleball and Basketball Court Lighting to Discuss During Budget Review, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Renewal with Lake Doctors for Water Management

Mr. Biagetti presented the renewal agreement for Lake Doctors. The contract auto-renews annually; however, formal approval had not yet been documented for Fiscal Year 2026. The renewal term runs from October 1, 2025, through September 30, 2026. There is no increase in cost from the prior fiscal year.

Staff also noted that according to Lake Doctors widespread tilapia die-off like prior years may not occur this season.

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On MOTION by Ms. Crenier, seconded by Mr. Ter Louw, with all in favor, Consideration of Renewal with Lake Doctors for Water Management, was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber had nothing specific to report unless there were questions.

B. Engineer

Mr. Biagetti provided an update on behalf of Mr. Acree regarding the previously discussed crosswalk near Orchard Grove along Bannon Lakes Boulevard. Based on discussions with Mr. Acree, installation of the crosswalk would likely require additional curb work and sidewalk extensions, as reflected in the conceptual drawing provided. Staff provided a preliminary cost estimate of approximately \$15,000 to \$20,000 for construction.

In addition, engineering services to prepare the site plan and submit the required application to the County are estimated at approximately \$2,500. County approval would be required prior to installation.

C. District Manager

Mr. Biagetti discussed a public comment policy update. Mr. Haber presented a draft resolution updating the District's public comment procedures to align with current practices and statutory requirements. The proposed update clarifies that public comment on agenda items will occur prior to Board action, a separate public comment period will be provided at the end of the meeting for non-agenda items, speakers may be limited to a set time (e.g., two to three minutes), the policy must be applied uniformly, and the Board is not required to engage in dialogue during public comment.

Mr. Haber noted that a 2016 public comment resolution remains in effect; this draft would serve as an updated version. The item will be placed on the next agenda for formal consideration. No action was taken.

Mr. Biagetti reported that Supervisor Cooper contacted the County regarding speeding concerns on Bannon Lakes Boulevard. The County subsequently installed a temporary stealth radar device to collect traffic data. The District is awaiting result, which will be useful for the planned traffic workshop. A County representative may be invited to attend once data is available.

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D. General Manager– Report

Ms. Wright reported that the Valentine’s craft event was well attended and successful. Upcoming events include a murder mystery event scheduled for March 14 and an Easter egg hunt on March 21. The Little Free Library continues to be well utilized, with overflow books currently being stored inside the amenity center. Staff is considering adding a small bookshelf to accommodate excess donations.

Mr. Johnson provided an update on the playground shade structure. The dog park shade structure and bench have been completed and installed. The playground canopy required resizing after underground drainage pipes were discovered during installation, requiring slight pole relocation. A custom canopy has been ordered, with anticipation delivery between March 3-9 and installation expected by mid-March. No additional cost was incurred.

The dog park sod was recently installed. Due to winter conditions, establishment may be slower than normal. The vendor will fertilize and water heavily over the next 30 days to promote rooting. Although the area is subject to watering restrictions, new sod installation allows for necessary irrigation. Residents will be notified and signage posted requesting care when using the dog park to prevent damage while the sod establishes.

Mr. Johnson also reported freeze damage to certain landscape areas, particularly plantings surrounding the palm trees. The vendor will evaluate in mid-March to determine whether cutbacks or replacements are necessary. Further updates will be provided once a final assessment is made.

EIGHTH ORDER OF BUSINESS**Audience Comments**

Resident (Ken, 77 Lake Bridge Rd) suggested sharing information with the community regarding the minimal time savings associated with speeding on Bannon Lakes Boulevard, noting that a simple comparison of travel times at various speeds may help encourage compliance. He also suggested that future community surveys could include questions regarding fitness center expansion equipment, amenity lighting, extended hours, and the proposed crosswalk to gauge resident interest given the associated costs.

Resident (Mark Montagna, 194 Flintlock Lane) expressed concern that installing additional lighting at the playground and courts could negatively impact the aesthetics of the community. He also commented on traffic calming measures, stating that radar speed signs may not effectively

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reduce speeding and suggesting that physical traffic calming devices, such as speed bumps (installed in accordance with DOT regulations), are generally more effective.

Resident (Hayley, 597 Blind Oak) spoke regarding the amenity hours, particularly during winter months. She suggested adjusting closing times seasonally rather than year-round and expressed that extended access during early evening hours would better accommodate families. She also noted that children were using the playground shortly before dark and expressed the view that residents should have reasonable access to amenities after typical work and dinner hours.

Resident (Michael Manzione, 166 Sage Hen) stated the Preserve community is anticipated to turn over from the developer in the first quarter of 2027, when approximately 10% of the homes remain unsold. He has contacted the school district's transportation department regarding bus stop locations and was advised that stop locations are adjusted based on student population and age demographics. He expressed the view that radar speed signs are generally ineffective, referencing prior comments from local law enforcement. He encouraged the Board to model efficiency to shorten meeting durations.

Resident (Gayle McNulty, 581 Cedar Preserve Lane) raised a concern regarding lighting at the mailbox area, stating that one of the fixtures is obstructed and does not provide adequate illumination at night. The Board clarified that mailbox maintenance is an HOA matter. She also commented that speed bumps are an effective traffic calming measure but noted potential drawbacks for certain vehicles.

Resident (Stacy Wilmoth, 163 BOC) commented that school bus stop locations continue to change based on student enrollment and occupancy levels in the Preserve community, making long-term planning for related amenities (such as bike racks) difficult at this time. She also expressed opposition to radar speed signs, suggesting they may not be effective, and reiterated support for physical traffic calming measures. Additionally, she inquired about lake debris removal. The Board clarified that lakes within the Preserve are currently the responsibility of the Preserve HOA and not the CDD.

Resident (Hayley, 597 Blind Oak) suggested that instead of installing high-intensity lighting at the playground, decorative or low-intensity lighting under the new shade structure could be considered as a more affordable alternative, subject to necessary approvals.

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NINTH ORDER OF BUSINESS

Supervisor’s Requests

Mr. Biagetti opened Supervisor’s request. A Supervisor requested that staff begin preparing the RFP for grounds maintenance services to avoid timing issues experienced in the prior contract cycle. Staff confirmed that preliminary discussions have begun and that a scope of services will be brought forward in the near future. A Supervisor commented on traffic calming measures, noting that gradual, striped speed humps used in other communities may be worth evaluating. Increased law enforcement presence was also discussed as a potential deterrent.

The Board discussed the upcoming traffic workshop and agreed that it should comprehensively address potential options, including striping, speed humps, crosswalks, and related costs, once traffic data from the County is available. The intent is to structure the workshop to evaluate feasible solutions and funding considerations.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending January 31, 2026

Mr. Biagetti presented the unaudited financials through January 31, 2026. The General fund reflects a positive variance of approximately \$17,000. The Capital Reserve Fund reflects prior roof-related expenditures; however, the District received the insurance settlement funds to replenish the reserve account.

B. Assessment Receipt Schedules

Mr. Biagetti stated assessment receipt schedule shows that the CDD is 79.93% collected.

C. Approval of Check Register

Mr. Baigetti presented the Check Register totaling \$1,409,794.90.

On MOTION by Ms. Crenier, seconded by Mr. Sheldon, with all in favor Check Register Totaling \$1,409,794.90, was approved.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – March 17, 2026 at 6:00 p.m. at Bannon Lakes Amenity Center

Mr. Biagetti announced that the next meeting was scheduled for March 17, 2026 at 6:00 p.m. at the Bannon Lakes Amenity Center.

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TWELFTH ORDER OF BUSINESS

Adjournment

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

Signed by:

Matt Binette

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Secretary / Assistant Secretary

Signed by:

Michael B Sheldon

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Chairperson / Vice Chairperson