

Bannon Lakes
Community Development District
July 21, 2026

AGENDA

Bannon Lakes

Community Development District

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

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

July 14, 2026

Board of Supervisors
Bannon Lakes Community Development District

Dear Board Members:

The Bannon Lakes Community Development District Continued Meeting is scheduled for **July 21, 2026 at 6:00 p.m.** at Bannon Lakes Amenity Center, 435 Bannon Lakes Boulevard, St. Augustine, Florida 32095.

- I. Call Order
- II. Audience Comments
- III. Consideration of Minutes of the June 16, 2026 Meeting
- IV. Consideration of Minutes of the June 22, 2026 Continued Meeting
- V. Presentation from Micamy Design Studio Regarding Fitness Center Expansion
- VI. Consideration of:
 - A. Architectural Drawing of Fitness Center Expansion
 - B. Conveyance Tract 2A-4 and 2A-6
 - C. Non- Exclusive Easement Agreement for Access and Maintenance
 - D. Proposal from Riverside Management Services for Fiscal Year 2027 Facility Management, Field Operations Management, Pool Maintenance and Facility Attendant
 - E. Revised Amenity Policies
- VII. Acceptance of Fiscal Year 2025 Audit Report
- VIII. Discussion of:
 - A. Southshore Bike Rack
 - B. Pond Ownership

- C. Trees on Pond Banks
- D. Security
- IX. Fiscal Year 2027 Budget
 - A. Overview of Budget
 - B. Public Hearing Adopting the Budget for Fiscal Year 2027
 - 1. Consideration of Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027
 - 2. Consideration of Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027
- X. Public Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure; Consideration of Resolution 2026-07
- XI. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager - Discussion of Fiscal Year 2027 Meeting Schedule
 - D. General Manager - Report
- XII. Audience Comments
- XIII. Supervisor's Requests
- XIV. Financial Reports
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending June 30, 2026
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XV. Next Scheduled Meeting: August 18, 2026 at 6:00 p.m. at Bannon Lakes Amenity Center
- XVI. 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, **June 16, 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
Kim Crenier
Sandy Gehring
Thomas Cooper

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Matt Biagetti
Wes Haber *by phone*
Emily Wright
Jeff Johnson
Brightview Representatives
United Representatives
Prestige Representatives

District Manager, GMS
District Counsel, Kutak Rock
Amenity Manager, RMS
GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 6:05 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. The Board asked to amend the agenda to include a discussion regarding community security under item 5 before opening the public comment period. A motion was made and seconded approving the amendment to the agenda.

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, to Amend the Agenda to Include Discussion Regarding Community Security Under Item 5, was approved.

During public comments, several residents expressed concerns regarding ongoing security issues at the amenity center and pool, particularly involving unsupervised minors, disruptive behavior, and the Board's authority to address these situations. Residents encouraged the Board to consider short-term security measures, including hiring an off-duty law enforcement officer or other qualified security personnel while a long-term solution is evaluated. Board members acknowledged the concerns and noted the need to better understand the legal authority available to the District before implementing enforcement measures.

Residents also discussed the importance of improving communication with homeowners regarding amenity rules. One resident recommended posting the existing pool rules on large, visible signage at the amenity center and mailing the rules to all residents to ensure everyone receives the information. Board members agreed that many residents may not have reviewed the handbook or prior communications and noted that additional outreach would help educate the community, although some acknowledge that not all residents would comply regardless of communication efforts.

Additional comments emphasized that addressing the current issues will requires cooperation between the District, homeowners' associations, and residents. The Board agreed that both security and communication are separate but related concerns that warrant further discussion and indicated that a dedicated workshop on security would be beneficial. The Board thanked the residents for their comments and confirmed that the security discussion would continue under the later agenda.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 19, 2026, Meeting

Mr. Biagetti presented the minutes of the May 19, 2026, meeting which were included in the agenda package. There being no comments or revisions, a motion was made to approve the minutes.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, the Minutes of the May 19, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Landscape and Irrigation Maintenance

- A. Brightview**
- B. Juniper**
- C. Landcare Group**
- D. Prestige**
- E. RCI**
- F. The Greenery**
- G. United**
- H. Verdego**
- I. Yardnique**
- J. Yellowstone**

Mr. Biagetti reviewed the procurement process for the landscape and irrigation maintenance services, noting that a pre-bid meeting was held with 14 vendors in attendance and that 10 proposals were received. He explained that the Board had been provided both hard and electronic copies of the proposals, which included four years of pricing, and reviewed the Board-approved evaluation criteria, including proposal completeness, qualifications, experience, staffing, references, and cost. He advised that the Board could begin reviewing the proposals or continue the item to allow additional time for evaluation.

Mr. Haber explained that the Board was not required to make a selection at the meeting and could continue the item while independently scoring the proposals using the published evaluation criteria and that any discussion of rankings or scores must take place during a publicly noticed meeting in compliance with the Sunshine Law.

The Board discussed the size and complexity of the procurement, agreeing that additional time was needed to thoroughly review the proposals and ensure each vendor was evaluated fairly. The Board also agreed to allow each proposer approximately five minutes to introduce its company, summarize its qualifications and experience, and answer Board questions. Mr. Haber confirmed that presentations were permissible provided vendors did not modify their submitted proposals or pricing. He also advised that staff could distribute neutral reference material and blank scoring worksheets to assist the Board's evaluation process.

A representative from Prestige Landscaping introduced the company, stating that it services Clay, Duval, and St. Johns counties and has experience maintaining numerous CDDs and HOAs throughout the region. He emphasized the company's commitment to communication, responsiveness, and customer service, noting that clients have direct access to both an account manager and field leadership to address maintenance concerns, irrigation issues, and emergency situations. The company also highlighted its experienced workforce, long-tenured employees, and local presence.

Board members questioned the representative regarding the company's distinguishing qualities, supervisory structure, office location, and staff experience. Prestige Landscaping responded that its primary strengths are communication, accessibility, and hands-on management, explaining that supervisors and an account manager would be assigned to the District and remain readily available. The representative stated that the company has been in business for more than 10 years and maintains its local office in the San Jose area. When asked how work priorities are established within a community, the representative indicated that the account manager would be best suited to provide a detailed response after reviewing the District's specific needs.

A representative from Brightview Landscaping introduced the company, stating that it has been in business for more than 80 years and provides landscape services throughout Florida and nationwide. The representative highlighted the company's quality assurance process, explaining that routine quality assessments are performed by on-site staff and management to ensure accountability, with incomplete items automatically carrying over until resolved. Brightview also discussed its experience managing large CDD communities and noted that the proposed account manager has extensive experience overseeing similar properties. Additional services highlighted included production mapping, an arbor management program to inventory and monitor tree health, and recent leadership changes intended to strengthen operations in the St. Augustine market.

Board members asked questions regarding on-site supervision and day-to-day management. Brightview explained that each crew is supported by a crew leader and a production manager responsible for quality control, inspections, punch lists, and monitoring field operations, while a dedicated account manager serves as the District's primary point of contact for communication and issue resolution. The representative stated that this structure provides a single point of contact for the District while allowing specialized field personnel to manage operational matters.

Representatives from Unted Landscaping introduced the company, noting that it has served the region for more than 20 years and operates from its corporate office in San Jose. The presenters emphasized that all landscape services are preformed in-house, including agronomy and arborist services, eliminating the need to coordinate with outside subcontractors. They explained that each property is supported by an account manager, field crew, and production manager to provide multiple levels of oversight and quality control. United also highlighted its use of Site Audit software, monthly property walks, detailed site analysis, and photographic reporting to document property conditions and identify opportunities for improvement. The representatives stated that the company's core strengths are communication, consistency, company culture, and the experience of its long-tenured leadership team.

Board members asked questions regarding staffing, supervision, and quality control. United explained that the production manager oversees field operations and quality inspections, while the account manager serves as the District's primary point of contact and coordinates all communication. The representatives noted that this structure allows residents and management to work through a single contact while specialized personnel address technical issues.

Following the vendor presentations, the Board discussed the proposal evaluation process and agreed that additional time was needed to independently review and score the submissions before making a selection. Board members expressed that the presentations provided valuable information but indicated they were not yet prepared to complete their evaluations and requested additional time to thoroughly compare the proposals.

District staff advised that searchable electronic copies of the proposals, evaluation worksheets, and scoring spreadsheets would be distributed to assist Board members in completing their reviews. After discussion, the Board agreed to continue the procurement process and reconvene at 5:00 p.m. the following Monday to complete the proposal evaluations and make a selection. A motion was made and seconded to continue the meeting to that date and time.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, to Continue the Meeting to the Following Monday at 5:00 P.M., was approved.
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FIFTH ORDER OF BUSINESS**Discussion of:****A. Southshore Bike Rack**

Mr. Cooper provided an update on the Southshore bike rack project, advising that the HOA had invited him to attend its upcoming meeting to discuss the previously obtained quotes for the bike rack and concrete pad installation. He noted that the bike rack at Seacrest had recently been replaced and could serve as a successful example for the HOA's consideration. The Board discussed potential installation options, including incorporating the rack into the existing grass area to avoid the cost of a concrete pad, and agreed that the HOA could determine its preferred approach. Mr. Cooper stated that he would present the available options, answer questions, and provide the Board with an update following the HOA meeting.

B. Traffic Calming Update

Mr. Cooper provided an update on ongoing traffic calming efforts, advising that District representatives recently met with the County, to discuss potential traffic control improvements. He reported that the County's review concluded the roadway did not meet the criteria for additional traffic control measures, noting that accident history studies did not support installing stop signs or roadway striping. Instead, the County suggested increasing the speed limit, a recommendation the Board did not support.

The Board expressed frustration with the County's response and discussed the challenges associated with obtaining approval for roadway striping and other traffic calming improvements on a County-owned road. Mr. Haber explained that the County has broad discretion over permitting improvements and that pursuing legal action to challenge the decision would likely be difficult. Board members acknowledged the limitations but agreed the issue remains an important concern for the community. It was noted that staff will continue working with the District Engineer, monitor future opportunities for reconsideration, and pursue any available options should circumstances or County policies change.

C. Pond Ownership

Mr. Sheldon initiated a discussion regarding the potential transfer of pond ownership from the developer and individual HOA's to the District for water management purposes. He explained that several communities have expressed support for transferring ownership but noted that each HOA's governing documents must first be reviewed to determine whether homeowner approval is

required. The Board discussed the District assuming responsibility for water management while allowing HOAs to continue maintaining the grass and landscaping surrounding ponds. Staff also noted that bank maintenance responsibilities and other long-term obligations would need to be clearly defined before any transfers occur.

The Board discussed the process for transferring ownership, including reviewing HOA covenants, coordinating with legal counsel, and providing revised agreements outlining the responsibilities of both the District and the HOAs.

Mr. Biagetti advised that Pulte had recently contacted the District regarding additional tracts and ponds that may be deeded to the CDD. He stated that additional information would be gathered and presented to the Board at a future meeting before any decisions are made regarding those potential transfers.

D. Trees on Pond Banks

Mr. Biagetti introduced a discussion regarding trees located along the pond banks, noting that staff is continuing to gather information before presenting recommendations to the Board. He advised that additional meetings with the District Engineer and County representatives are planned to better understand the District's options and responsibilities.

The Board discussed previous evaluations conducted by the District's landscape contractor, engineer, and an arborist, which indicated that root barriers could be installed to address root encroachment onto private property without requiring tree removal. Board members also discussed the need to determine the District's legal obligations regarding tree removal, replacement requirements, and long-term maintenance responsibilities. Staff noted that if tree removal is ultimately recommended, the work would likely be performed during the winter months, with replacement plantings scheduled for the spring. No action was taken, and the matter will be brought back to the Board once additional information and recommendations are available.

E. Security Discussion

The Board discussed ongoing security concerns at the amenity center and pool, particularly after hours, citing repeated violations of District rules, disruptive behavior by minors and guests, and resident concerns regarding safety. Board members emphasized the need to better enforce existing policies through increased adult presence, improved signage outlining behavioral expectations and consequences, and consistent application of the District's rules. Mr. Haber

reviewed the District's legal authority to suspend amenity privileges for policy violations, verify residency and amenity access rights, and involve the St. Johns County Sheriff's Office when individuals refuse to comply with District policies or are determined to be trespassing. The Board also discussed the limitations of enforcement and the importance of documenting violations before taking action.

The Board discussed several options for increasing security presence, including expanding the use of RMS staff and obtaining proposals from private security firms. The Board discussed various staffing schedules, estimated hourly costs, and the potential use of rotating security shifts focused on weekends and peak evening hours. Members agreed that additional security measures were necessary and directed staff to obtain pricing and operational options for consideration at the upcoming workshop so the Board could determine an appropriate level of service and associated budget.

SIXTH ORDER OF BUSINESS

Ratification of Work Authorization No. 1 with DCCM for Fitness Addition

Mr. Biagetti asked for ratification of work authorization No.1 with DCCM for fitness addition, noting that this isn't related to the civil and permitting required for the expansion.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, Work Authorization No.1 with DCCM for Fitness Addition, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber reported that he had no formal updates but recommended that, if the meeting is continued, the Board identify in advance the specific agenda items to be discussed at the continued meeting to ensure the discussions remain properly noticed. He also noted that the primary topics identified for the continuation were landscape and security matters.

B. Engineer

Mr. Biagetti reported that he would continue coordinating with County staff regarding the trees located along the pond banks and would provide additional information and

recommendations to the Board after those discussions. He also invited the Board members to submit any additional concerns they wished him to address as part of his ongoing review.

C. District Manager

Mr. Biagetti reminded the Supervisors of upcoming statutory filing requirements, including annual Form 1 financial disclosure deadline, and encouraged any members who were unsure of their filing status to verify completion. He also reminded the Board that the annual ethics training requirement is due by December 31 and suggested completing the training well in advance of the deadline.

Mr. Biagetti recognized the Supervisors who had qualified for the upcoming election, noting that some seats would appear on the ballot while others were unopposed. He then provided an update on the fitness center expansion project, advising that the final bid package was expected to be completed for the July meeting. Following Board approval, the project would be advertised for competitive bidding in a process similar to the landscape project.

An additional update was provided regarding the fitness center design process. Ms. Crenier has been meeting with the interior designer to review layout options, finishes, and color selections for the facility. Several design concepts are being developed, and the Board will receive a presentation of the available options at a future meeting before final decisions are made.

D. General Manager – Report

Ms. Wright provided an update on recent and upcoming community events. She reported that summer golf event held on May 6 was successful and noted that the foam machine used during the event would also be utilized for the upcoming back-to-school event in August. She advised that the summer paint day had generated strong interest, with one class already filled and another nearly full. The Board was also informed of the upcoming pool party scheduled for July 11, which will include a bubble truck and other family-friendly activities.

Mr. Johnson reported that staff continues to repair and refurbish damaged pool lounge chairs rather than replacing them when feasible. He advised that a full set of repaired chairs is expected to be back in service within the next several weeks, helping restore adequate seating throughout the amenity center. Aside from the ongoing chair repair, Mr. Johnson reported that operations were proceeding smoothly with no additional significant issues.

EIGHTH ORDER OF BUSINESS**Audience Comments**

A resident commented on two primary concerns. First, the resident addressed ongoing traffic issues, expressing frustration that despite continued discussions with the County regarding the striping criteria, little progress had been made. The resident acknowledged the County's position but encouraged the Board to continue advocating for improvements.

The resident also discussed security concerns at the amenity center, stating that enforcement efforts remain challenging when minors refuse to identify themselves and parents are unwilling to cooperate. The resident suggested that, without a reliable way to identify or contact parents, the District's ability to enforce amenity privileges is limited.

Mr. Cooper shared a recent personal interaction involving a youth at the basketball court who came close to striking his dog while riding through the area. He later spoke with the child's mother, who disputed his account and maintained that her son had acted appropriately. Because of the conflicting versions of the incident, the Board member stated that he intends to wear a camera while walking his dogs so that any future encounters can be accurately documented and reviewed. Mr. Cooper then asked whether clearing activities near northbound 1-95 could result in increased wildlife activity within the community. Mr. Johnson responded that no significant change had been observed and that wildlife generally continued to appear in the same areas as before.

A resident expressed continued concern about security issues within the community, noting that nearby development and growth are increasing activity in the area. The resident encouraged the Board to hold a dedicated workshop on security to clearly define the District's authority and establish consistent procedures for addressing violations. The resident stated that the District should work closely with the St. Johns County Sheriff's Office and County representatives to better understand the extent of the District's enforcement authority, including requesting identifying information from individuals on District property and the process for removing trespassers when necessary. The resident acknowledged that additional security measures would not eliminate every incident but believed that increased enforcement and a stronger security presence would significantly improve conditions and discourage disruptive behavior.

Resident (Tom Kelly) provided an update regarding the turnover of a water management property from the developer to the HOA. He reported that the developer had recently completed turnover, removing a significant obstacle to moving the process forward. He advised that he had contacted Mr. Sheldon and planned to present matter to the HOA membership in September to

authorize the transfer of the property to the District. Board members emphasized the importance of ensuring all required documentation and procedural steps were completed to facilitate a smooth transition and requested ha the updated water report be provided to the Board once available.

Resident (Hayley Miller) suggested improving communication with residents by implementing an opt-in text messaging system to distribute timely reminders and updates regarding community rules, amenities, and District announcements. She explained that mass text messaging services are relatively inexpensive and could be promoted through QR codes, social media, and other communication channels to encourage participation.

Board members were receptive to the suggestion and discussed expanding the District's communication efforts by using QR codes that would allow residents to easily report rule violations or behavioral concerns directly to management. The Board also discussed continuing to use a variety of communication methods, including signage, text messaging, social media, flyers, and direct mail, to improve outreach and keep residents informed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Board members discussed additional measures to improve amenity security and resident identification. Suggestions included evaluating physical barriers to make unauthorized bicycle access more difficult and enhancing the District's resident registration process by requiring all household members to be registered with photographs for identification purposes. Staff confirmed that such a registration system is permissible and noted that similar systems are already used by other districts.

TENTH ORDER OF BUSINESS

Financial Reports

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

Mr. Biagetti presented the financial reports through May 31, 2026. Staff reported no unusual variances, noting a positive variance of approximately \$26,000.

B. Assessment Receipt Schedules

Mr. Biagetti stated assessment receipt schedule shows that the CDD is 100% collected.

C. Approval of Check Register

Mr. Baigetti presented the check register totaling \$66,037.80

On MOTION by Ms. Crenier, seconded by Ms. Gehring, with all in favor, the Check Register Totaling \$66,037.80, was approved.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 21, 2026,
at 6:00 p.m. at Bannon Lakes Amenity
Center**

Mr. Biagetti announced that the next meeting was scheduled July 21, 2026, at 6:00 p.m. at the Bannon Lakes Amenity Center.

TWELFTH ORDER OF BUSINESS

Adjournment

The Board confirmed that the meeting would be continued to a future date to complete discussion of landscape, RFP, and security matters. The continuation was scheduled for Monday at 5:00 p.m.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, the meeting to be continued to Monday June 22, 2026, at 5:00 p.m., was approved.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FOURTH ORDER OF BUSINESS

**MINUTES OF MEETING
BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the Bannon Lakes Community Development District was held on Monday, **June 22, 2026**, at 5:00 p.m. at the Bannon Lakes Amenity Center, 435 Bannon Lakes Boulevard, St. Augustine, Florida 32095.

Present and constituting a quorum were:

Michael Sheldon
Kim Crenier
Sandy Gehring
John Ter Louw
Thomas Cooper

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Matt Biagetti
Wes Haber *by phone*
Emily Wright
Jeff Johnson

District Manager, GMS
District Counsel, Kutak Rock
Amenity Manager, RMS
GMS, Operations Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 5:00 p.m. Five Supervisors were in attendance in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Biagetti noted this is a continued meeting to solely discuss proposals for landscaping and irrigation maintenance that have been received as well as security. He opened the audience comment period.

THIRD ORDER OF BUSINESS

**Consideration of Proposals for Landscape
and Irrigation Maintenance**

Mr. Biagetti presented the Supervisors scores for each landscape company.

- A. Brightview –91**
- B. Juniper – 88.71**
- C. Landcare Group –86.30**
- D. Prestige – 84.10**
- E. RCI – 90.31**
- F. The Greenery – 91.72**
- G. United – 89.84**
- H. VerdeGo – 83.68**
- I. Yarnique – 89.33**
- J. Yellowstone – 84.03**

Mr. Biagetti stated from the highest to lowest number of points, the Greenery is number one, Brightview number two, RCI number three, United number four, Yarnique number five, Juniper number six, Land Care Group number seven, Prestige number eight, Yellowstone number nine, and VerdeGo number ten. The Board had discussion about the rankings.

On MOTION by Mr. Sheldon, seconded by Ms. Crenier, with Mr. Sheldon, Ms. Crenier, and Ms. Gehring in favor and Mr. Cooper and Mr. Ter Louw opposed, the Greenery Proposal for Landscape and Irrigation Maintenance, was approved 3-2.

Mr. Biagetti asked for a motion to accept the Vice Chair's score sheet.

On MOTION by Ms. Gehring, seconded by Ms. Crenier, with all in favor, Accepting Vice Chair Crenier's Score Sheet, was approved.

FOURTH ORDER OF BUSINESS

Closed Security Session

The Board discussed security including signage, RMS, household/individual suspensions, change to amenity policies by July meeting, e-bike monitoring or restriction, and working FY27 RMS night attendant into the budget.

On MOTION by Mr. Ter Louw, seconded by Mr. Cooper, with all in favor, RMS Night Attendant Proposal & FY26 as Current Proration from July - September, was approved.

PUBLIC COMMENT:

Donna Jumper asked about a neighborhood watch.

Alyssa Chiodo asked can an e-blast stating if you don't get your kids in line, this is going to affect our CDD budget and potentially raise the cost. Doesn't think people realize how bad it is.

Bob Boattini asked if any neighborhood offers to and is given approval by the CDD to come here, doesn't that put the CDD in liability should something happen such as confrontation, physical issue, somebody gets hurt.

Ken Mortara stated let's take it to the extreme and this neighborhood watch person takes a kid and throws them in the pool and he drowns. I think there is a very significant liability concern that you should consider with that approach. Suggested providing a warning the first time and the second time a citation or letter to parent.

Loretta Boattini stated she was concerned about the person doing the 5:00 to 10:00, should consider a body cam. Also money talks, if they are throwing or damaging something feels they should go after the household.

Michael Manzione asked to share the dollar amount for the Greenery and how it compares to the budget approved last week. Mr. Biagetti stated the Greenery year one is \$175,541.36. It's the same for year two and year three. Year four is \$180,807.58. The average across those 4 years is \$176k. The current budget amount is \$188,000. It's a savings of roughly \$12k per year. Counsel will draft this agreement with a 30-day notice to terminate. The entire contract is in the CDD's agenda. He noted Sandy & Kim had the exact numbers for all 10 vendors. Ms. Gehring stated we did our evaluations. We talked about it at the last meeting and so that's what the numbers were. Kim noted they did not discuss this amongst ourselves except at the publicly noticed meetings.

Charlie Lane suggested upgrading the "rules" signage, such as at the pool & patio area to have something to back the CDD up.

Resident asked if pool closing after dusk and if it's a county or CDD rule. Mr. Biagetti noted pertaining to night swimming the CDD can determine if it closes earlier. But unless you're an approved nighttime swimming facility with lights it is through the health department required

to be closed. The CDD has the option to set those hours as well. Mr. Sheldon noted it's a safety issue.

Resident asked for an update on the hog issue. Jeff stated a camera has been relocated to Orchard Pass and they are waiting on a cage.

A Board member provided an update after attending South Shore's meeting last week regarding a bicycle rack and the pond issues.

FIFTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 21, 2026,
at 6:00 p.m. at Bannon Lakes Amenity
Center**

Mr. Sheldon announced that the next meeting is scheduled for July 21, 2026 at 6:00 p.m. at this facility.

SIXTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

SIXTH ORDER OF BUSINESS

A.

ABBREVIATIONS

AC.	ACOUSTIC	FLUOR.	FLUORESCENT	P.	PANTRY
ADD.	ADDENDUM	FTG.	FOOTING	PTD.	PAINTED
ADD'N.	ADDITION	FND.	FOUNDATION	PG.	PAGE
AGG.	AGGREGATE	F.O.	FACE OF	PR.	PAIR
A/C	AIR CONDITIONING	FR.	FRAME	PNL.	PANEL
AL.	ALUMINUM	F.H.C.	FIRE HOSE CAB.	PTN.	PARTITION
ALT.	ALTERNATE	F.R.T.	FIRE RETARDANT	J	PENNY
A.B.	ANCHOR BOLT		TREATED	PL	PLATE
&	AND			PLBG.	PLUMBING
ARCH.	ARCHITECT	GA.	GAUGE	PLYWD.	PLYWOOD
ASP.	ASPHALT	G.I.	GALVANIZED IRON	PT.	PRESSURE TREATED
@	AT	GL.	GLASS	P.S.I.	POUNDS PER SQ. IN.
		GD.	GRADE	P.S.F.	POUNDS PER SQ. FT.
BSMT.	BASEMENT	G.	GRAM	P.C.	PRECAST
BM.	BEAM	GRL.	GRILLE	P.E.J.	PRE-MOLDED
B.M.	BENCHMARK	GRD.	GRID		EXPANSION JOINT
BLKG.	BLOCKING	G.	GROUND	P.L.	PROPERTY LINE
BD.	BOARD	GYP.	GYPSUM		
B.O.	BOTTOM OF	G.B.	GYPSUM BOARD	RAD.	RADIUS
BLDG.	BUILDING			REG.	REGISTER
				REQ'D.	REQUIRED
CAB'T.	CABINET	H.R.	HAND RAIL	REV.	REVISION
C.I.P.	CAST IN PLACE	HDN.	HARDENER	R.T.S.	REFER TO STRUCTURAL
C.B.	CATCH BASIN	HDWD.	HARDWOOD	R.D.	RISER, RISERS
CLG.	CEILING	HTR.	HEATER	R.D.	ROOF DRAIN
CEM.	CEMENT	HT.	HEIGHT	RFG.	ROOFING
CG.	CENTIGRAM	H.P.	HIGH POINT	RM.	ROOM
CM.	CENTIMETER	H.M.	HOLLOW METAL	R.O.	ROUGH OPENING
CL.	CENTER LINE	HORIZ.	HORIZONTAL	RD.	ROUND
CER.	CERAMIC	H.B.	HOSE BIBB		
C.T.	CERAMIC TILE	H.W.	HOT WATER	SCR.	SCREW
CHAN.	CHANNEL			SECT.	SECTION
CLR.	CLEAR	IN.	INCH	SEL.	SELECT
C.O.	CLEAN OUT	I.D.	INSIDE DIAMETER	SHT.	SHEET
CLOS.	CLOSET	INSUL.	INSULATION	SDG.	SIDING
COL.	COLUMN	INT.	INTERIOR	SIM.	SIMILAR
CONC.	CONCRETE	INV.	INVERT	SLDG.	SLIDING
CONN.	CONNECTION			SM.	SMOOTH
CONST.	CONSTRUCTION	JAN.	JANITOR	SPEC.	SPECIFICATION
C.J.	CONTROL JOINT	JT.	JOINT	SPL.	SPLASH
CNJT.	CONSTRUCTION JOINT	JST.	JOIST	SQ.	SQUARE
CONT.	CONTINUOUS			STD.	STANDARD
CONTR.	CONTRACTOR	ST-STL.	STAINLESS STEEL	ST-STL.	STANDARD
COR'G.	CORRUGATED	K.P.	KICK PLATE	STRUC.	STRUCTURE
CTR.	COUNTER			SUSP.	SUSPENDED
CTSK.	COUNTERSUNK	LAM.	LAMINATED	SW.BD.	SWITCHBOARD
C.M.U.	CONCRETE MASONRY UNIT	LDG.	LANDING		
		LTH.	LATH	T.C.	TOP OF CURB
D.	DRYER	LAV.	LAVATORY	T.G.	TEMPERED GLASS
D.P.	DAMP PROOFING	LG.	LENGTH	T.O.	TOP OF
DB.	DECIBEL	LOC.	LOCATION	T.S.D.	TOP OF STEEL DECK
DIAG.	DIAGONAL	L.W.C.	LIGHT WEIGHT CONCRETE	TYP.	TYPICAL
DIA.M.	DIAMETER	LVR.	LOUVER	U.N.O.	UNLESS NOTED OTHERWISE
DIM.	DIMENSION	LOC.	LOCATION		
DISP.	DISPENSER			V.	VENT
DWL.	DOWEL	M.O.	MASONRY OPENING	VERT.	VERTICAL
DN.	DOWN	MAT'L.	MATERIAL	V.G.	VERTICAL GRAIN
D.S.	DOWNSPOUT	MFR.	MANUFACTURER	VEST.	VESTIBULE
DWG.	DRAWING	MAX.	MAXIMUM	V.C.T.	VINYL COMP. TILE
EA.	EACH	MECH.	MECHANICAL	VCP	VITREOUS CLAY PIPE
EL.	ELECTRIC	MET.	METAL		
E.D.F.	ELECTRIC DRINKING	M.L.	METAL LATH	W.	WASHING MACHINE
		M.	METER	W.W.M.	WELDED WIRE MESH
ELEV.	ELEVATION	MIN.	MINIMUM	W.C.	WATER CLOSET
EQ.	EQUAL	MLDG.	MOULDING	W.H.	WATER HEATER
EQUIP.	EQUIPMENT	MULL.	MULLION	W.F.	WIDE FLANGE
EXH.	EXHAUST			W/	WITH
EXPAN.	EXPANSION	N.G.	NATURAL GRADE	W/O	WITHOUT
E.J.	EXPANSION JOINT	NOM.	NOMINAL	WD.	WOOD
EXIST.	EXISTING	N.I.C.	NOT IN CONTRACT	WDW.	WINDOW
EXT.	EXTERIOR	N.T.S.	NOT TO SCALE	W.W.	WINDOW WALL
		NO.	NUMBER		
FEC.	FIRE EXTINGUISH CABINET	OBS.	OBSCURE		
FT.	FEET	O.C.	ON CENTER		
FIN.	FINISH	OPG.	OPENING		
FIXT.	FIXTURE	O.A.	OVERALL		
FL.	FLASHING	O.D.	OUTSIDE DIAMETER		
FLR.	FLOOR	O.F.S.	OVERFLOW SCUPPER		
F.D.	FLOOR DRAIN	O.F.D.	OVERFLOW DRAIN		

GENERAL NOTES

- WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ANY VARIATIONS FROM THE DIMENSIONS OR CONDITIONS SHOWN BY THESE DRAWINGS.
- ANY AND ALL REVISIONS FROM THESE PLANS SHALL BE REVIEWED BY THE ARCHITECT PRIOR TO INSTALLATION. ONCE CONSTRUCTION HAS COMMENCED, ANY REVISIONS IN THE FIELD SHALL BE APPROVED BY THE OWNER'S CONSTRUCTION REPRESENTATIVE AND THE ARCHITECT.
- GENERAL CONTRACTOR SHALL PROVIDE ALL REGULATORY AGENCY REQUIRED SIGNAGE NECESSARY FOR CERTIFICATE OF OCCUPANCY.
- GENERAL CONTRACTOR SHALL VERIFY ALL ON-SITE CONDITIONS AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS PRIOR TO CONSTRUCTION.
- NO STRUCTURE OF ANY KIND IS TO BE CONSTRUCTED ON, OR PLACED WITHIN PUBLIC UTILITY EASEMENTS EXCEPT WOOD, WIRE OR REMOVABLE SECTION TYPE FENCING. REQUIRED PAVING FOR ACCESS GROUND COVER INCLUDING GRASS. GENERAL CONTRACTOR SHALL BE REQUIRED TO REPLACE ANY OBSTRUCTIONS OR PLANTING THAT MUST BE REMOVED DURING THE COURSE OF MAINTENANCE, CONSTRUCTION OR RECONSTRUCTION OF THE PUBLIC UTILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING, COORDINATING AND SCHEDULING OF ALL INSPECTIONS AND TESTS INDICATED ON THE PLANS AND SPECIFICATIONS RECOMMENDED BY THE SOILS REPORT AND/OR REQUIRED BY ANY GOVERNMENTAL AGENCY.
- THE JOB SUPERINTENDENT SHALL MAINTAIN ON SITE AT TRAILER A LIST OF SPECIAL INSPECTORS CONDUCTING INSPECTIONS ON PROJECT. THE LIST SHALL INDICATE THE NAME OF INSPECTOR, DATES, AND TIMES PRESENT ON JOB SITE AND TYPES OF INSPECTIONS BEING CONDUCTED.
- NO BUILDING OR PORTION OF A BUILDING IS TO BE OCCUPIED OR USED FOR STORAGE PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY. APPROVAL FOR OCCUPANCY IS GRANTED AFTER ACCEPTANCE BY THE FIRE MARSHAL AND BUILDING OFFICIAL.
- SHOP DRAWINGS AND DETAILS SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW PRIOR TO PROCEEDING WITH FABRICATION ON ITEMS REGARDING SUCH.
- THE GENERAL CONTRACTOR SHALL COMPLY WITH AND GIVE NOTICES REQUIRED BY LAWS, ORDINANCES, RULES REGULATIONS AND LAWFUL ORDERS OF THE PUBLIC AUTHORITIES BEARING ON THE PERFORMANCE OF THE WORK.
- THE GENERAL CONTRACTOR SHALL SECURE AND PAY FOR THE BUILDING PERMIT AND OTHER GOVERNMENTAL FEES, LICENSES AND INSPECTIONS NECESSARY FOR PROPER EXECUTION AND COMPLETION OF THE WORK.
- THE CONSTRUCTION SCHEDULE SHALL BE RELATED TO THE ENTIRE PROJECT AND BE CONDUCTED IN STRICT ACCORDANCE WITH THE SEQUENCE OF OPERATIONS AS APPROVED BY THE OWNER.
- THE USE OF THE SITE SHALL BE CONFINED TO THOSE AREAS APPROVED BY THE OWNER AND BUILDING INSPECTOR AND CODE IN ORDER TO MINIMIZE PUBLIC EXPOSURE TO UNSAFE CONDITIONS AND TO CONTINUE THE OPERATION OF THE SURROUNDING DEVELOPMENT.
- ANY AND ALL REVISIONS FROM THESE PLANS SHALL BE APPROVED BY SEPARATE PERMITS AND ARE REQUIRED FOR, BUT NOT LIMITED TO, PLUMBING, MECHANICAL, ELECTRICAL, SIGNS AND INTERIORS AS REQUIRED BY THE LOCAL JURISDICTION.
- THIS SET OF CONSTRUCTION DOCUMENTS IS INTENDED TO BE READ AS A COMPREHENSIVE SET OF DRAWINGS AND SPECIFICATIONS. THE CONTRACTOR SHALL CAREFULLY STUDY & COMPARE THE CONTRACT DOCUMENTS (DRAWINGS AND SPECIFICATIONS) WITH EACH OTHER (EACH DISCIPLINE, I.E. CIVIL, ARCHITECTURAL, INTERIOR DESIGN, STRUCTURAL, MECHANICAL, ELECTRICAL AND PLUMBING) AND THE INFORMATION FURNISHED BY THE DEVELOPER AND NOTIFY THE ARCHITECT OF ANY ERRORS, INCONSISTENCIES OR OMISSIONS. INFORMATION GIVEN BY ONE DISCIPLINE SHALL BE APPLICABLE FOR ALL PORTIONS OF THE CONSTRUCTION DOCUMENTS REGARDLESS IF IT IS NOT SHOWN OR COORDINATED BY ANOTHER DISCIPLINE, IN ORDER TO MEET THE DESIGN INTENT. IF THE CONTRACTOR PERFORMS ANY CONSTRUCTION ACTIVITY OR OMTS ANY PORTION OF THE PROJECT THAT IS SHOWN IN ONE DISCIPLINE AND NOT IN ANOTHER, THE CONTRACTOR SHALL ASSUME THE APPROPRIATE RESPONSIBILITY AT NO ADDITIONAL COST TO THE OWNER OR ARCHITECT.
- A CERTIFICATE OF OCCUPANCY SHALL BE OBTAINED BY THE OWNER / CONTRACTOR PRIOR TO OCCUPYING ANY BUILDINGS OR PORTIONS OF BUILDINGS.

SYMBOLS

ENTRY

- ROOM NAME / ROOM NUMBER
- WINDOW LETTER
- DOOR NUMBER
- ELEVATION
- DETAIL REFERENCE
- BUILDING SECTION REFERENCE
- WALL SECTION REFERENCE
- ELEVATION HEIGHT
- WALL TYPE
- REVISION TAG
- KEY NOTE

OCCUPANCY CALCULATIONS

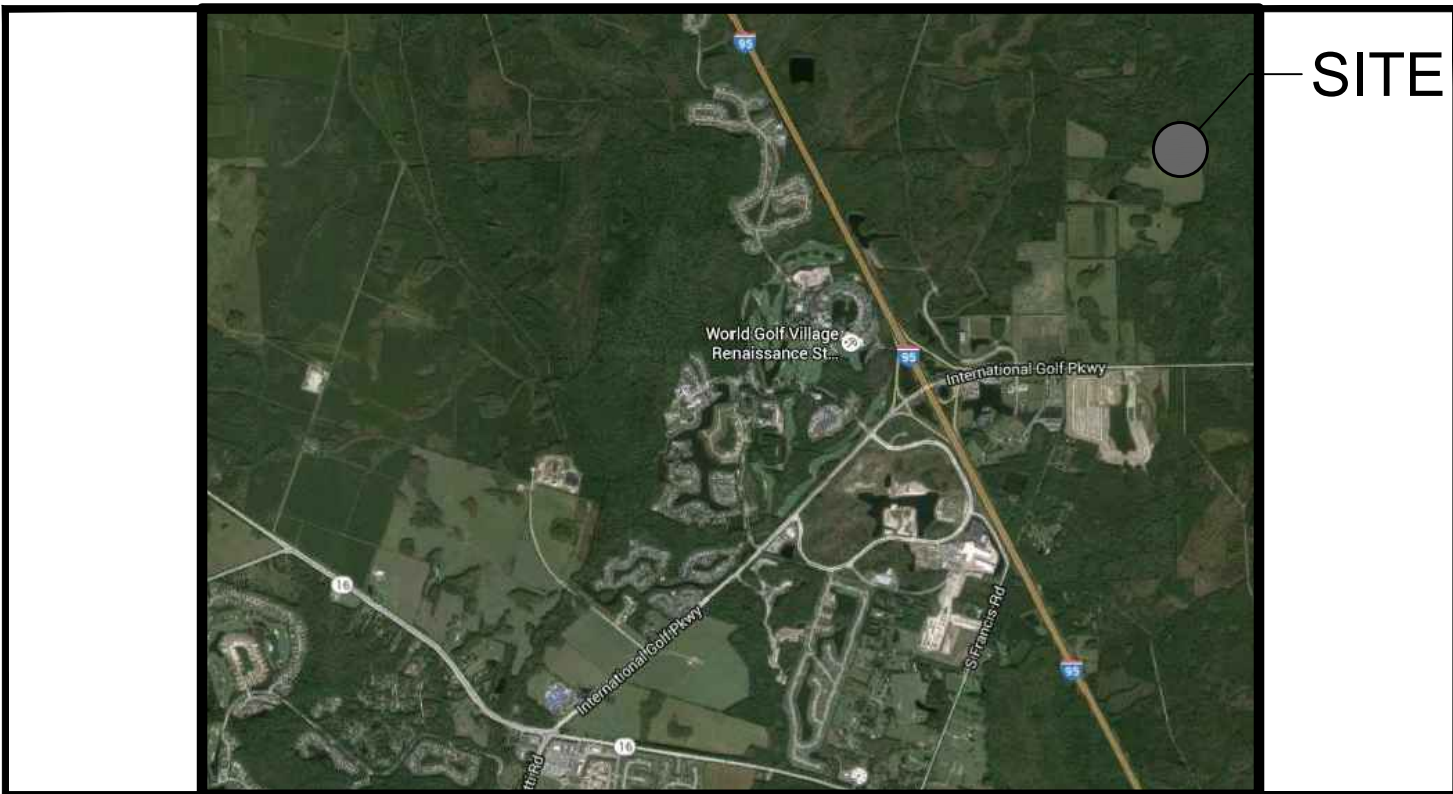
OCCUPANCY TYPE "A-3" F/ PLUMBING FIXTURES			
ROOMS	AREA (s.f.)	AREA PER PERSON (s.f.)	OCCUPANCY (ALLOWABLE)
FITNESS AREA - EXISTING	1,178	50	24
AEROBICS AREA #1	350	50	7
AEROBICS AREA #2	496	15	33
TOTAL BUILDING OCCUPANCY			64

PLUMBING FIXTURE REQUIREMENTS					
LOCATION	GENDER	OCCUPANCY (TOTAL/2)	REQUIRED FIXTURES		
			TOILET (1/125)	LAV. (1/250)	U.RINAL. D.F. (1/500)
BUILDING (BASED ON A-3)	MEN	32	1	1	0
	WOMEN	32	1	1	1
TOTAL PROVIDED	MEN		1	1	0
	WOMEN		1	1	NA

CODE INFORMATION

APPLICABLE CODES AND REGULATIONS:		
BUILDING		2023 FLORIDA BUILDING CODE - 8th EDITION
STRUCTURAL		2023 FLORIDA BUILDING CODE - 8th EDITION
MECHANICAL		2023 FLORIDA BUILDING CODE - 8th EDITION
PLUMBING		2023 FLORIDA BUILDING CODE - 8th EDITION
ELECTRICAL		2020 NATIONAL ELECTRIC CODE
FUEL AND GAS		2023 FLORIDA FUEL GAS CODE
ACCESSIBILITY		2023 FLORIDA BUILDING CODE - 8th EDITION
FIRE		FLORIDA FIRE PREVENTION CODE - 8th EDITION
ENERGY		2023 FLORIDA ENERGY CONSERVATION CODE
CODE REVIEW:		
BUILDING USE:		RESIDENTS CLUB
CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION		
OCCUPANCY CLASSIFICATION:		ASSEMBLY GROUP A-3 (FBC 303.4) ASSEMBLY (FFPC 6.1.2) NEW ASSEMBLY OCCUPANCIES (NFPA CHAPTER 12)
CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS		
BUILDING HEIGHT:		ALLOWABLE HEIGHT: 1 STORY - 40'-0" (TABLE 504.3a & TABLE 504.4) ACTUAL HEIGHT : 1 STORY - 31'-6", TO HIGHEST POINT OF ROOF
BUILDING SQ.FT.:		ALLOWABLE AREA: = 6,000 S.F. (TABLE 506.2) FRONTAGE INCREASE: (TABLE 506.3.3) = 33 AT LEAST 50 PERCENT OF THE BUILDING PERIMETER IS AT LEAST 20 FEET FROM A LOT LINE, PUBLIC WAY, OR ADJACENT BUILDING AND ADJACENT TO OPEN SPACE OF AT LEAST 20 FEET IN DEPTH. ADJUSTED ALLOWABLE AREA: =7,980 S.F. ACTUAL AREA: 2,309 S.F. (ENCLOSED BUILDING) 1,289 S.F. (COVERED PORCH / BREEZEWAY) 3,598 S.F. TOTAL AREA
CHAPTER 6 - TYPES OF CONSTRUCTION		
CONSTRUCTION TYPE:		TYPE 5B, NOT SPRINKLED
FIRE RESISTANCE RATING:		FIRE RESISTANCE RATING REQUIREMENTS (TABLE 601) BUILDING ELEMENT RATING (IN HOURS) PRIMARY STRUCTURAL FRAME 0 BEARING WALLS (INTERIOR / EXTERIOR) 0 NON BEARING WALLS EXTERIOR 0 NON BEARING WALLS INTERIOR 0 FLOOR CONSTRUCTION 0 ROOF CONSTRUCTION 0
CHAPTER 7 - FIRE AND SMOKE PROTECTION FEATURES		
EXTERIOR WALL OPENINGS		TABLE 705.8 - MAXIMUM AREA OF EXTERIOR WALL OPENINGS BASED ON FIRE SEPARATION DISTANCE THIS BUILDING HAS A FIRE SEPARATION DISTANCE OF 30'-0" OR GREATER ON ALL SIDES AND THEREFORE IS PERMITTED TO HAVE UNLIMITED OPENINGS IN THE FACADE.
DRAFTSTOPPING		SECTION 718.4.3 - DRAFT STOPPING IS PROVIDED IN THE ATTIC TO REDUCE THE AREA TO LESS THAN 3,000 S.F.
CHAPTER 9 - FIRE PROTECTION SYSTEMS		
FIRE EXTINGUISHERS		TABLE 906.3(1) - BUILDING HAS BEEN ASSUMED AS AN ORDINARY (MODERATE) HAZARD OCCUPANCY. REFER TO LIFE SAFETY PLAN FOR FIRE EXTINGUISHER CALCULATIONS.
FIRE ALARM		SECTION 907.2.1 - BUILDING IS NOT REQUIRED TO HAVE A MANUAL FIRE ALARM SYSTEM.
CHAPTER 10 - MEANS OF EGRESS		
EGRESS CALCULATIONS:		
BUILDING:		531 OCCUPANTS x 0.2 = 106.2" CALCULATED REQUIRED EGRESS WIDTH EGRESS PROVIDED = 198" CLEAR NOTE: PER FBC TABLE 1006.2.1, AREAS WITH AN OCCUPANT LOAD OF LESS THAN 49 ARE PERMITTED TO HAVE ONLY ONE EXIT ACCESS DOOR.
CHAPTER 16 - STRUCTURAL DESIGN		
IMPACT GLASS		SECTION 1609.1.2 - THIS BUILDING IS LOCATED WITHIN THE WIND-BORNE DEBRIS REGION. IMPACT GLAZING IS REQUIRED.
CHAPTER 29 - PLUMBING SYSTEMS		
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES		TABLE 2902.1 ONE WATER CLOSET AND ONE LAVATORY IS REQUIRED. NOTE: OCCUPANT LOAD IS LESS THAN 15 AND THEREFORE A SERVICE SINK IS NOT REQUIRED.
SEPARATE FACILITIES		SECTION 2902.2, EXCEPTION 2, THE OCCUPANT LOAD IS LESS THAN 15 AND THEREFORE SEPARATE TOILET FACILITIES ARE NOT REQUIRED.

PROJECT LOCATION



REVISIONS

NO.	DATE	DESCRIPTION	BY

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prepared for Bannan Lakes, CDD

BANNON LAKES

St. Johns County, FL

FITNESS CENTER

DRAWING INDEX & CODE INFORMATION

BASHAM & LUCAS

DESIGN GROUP, INC.

7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
(904) 731-2323 • bashamlucas.com
LN: AR0016514 • LA6666906

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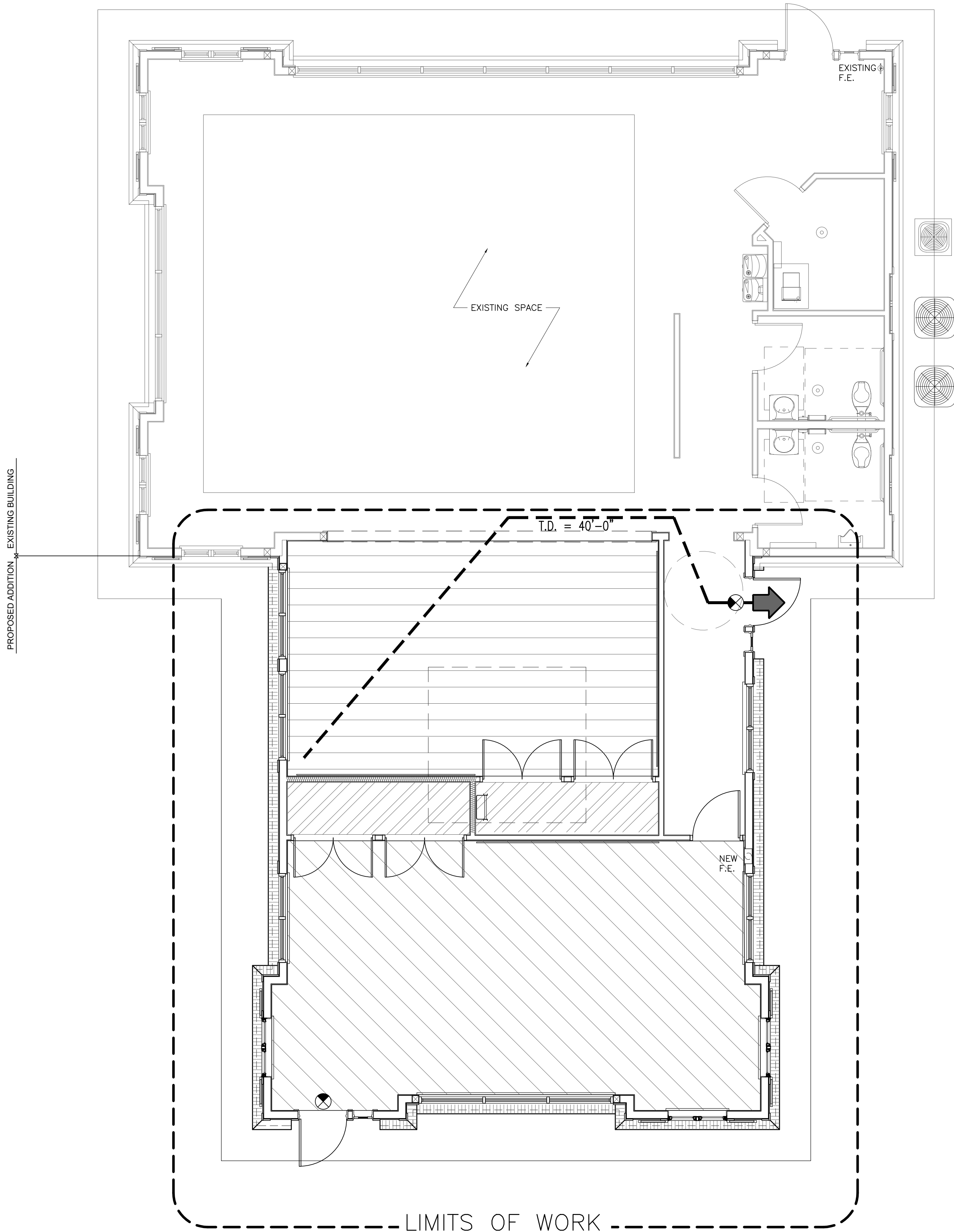
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DATE 09-16-25

JOB NO. 25-28

A0.0.1

REVIEW SET



ABBREVIATIONS / SYMBOLS

F.E.C. = FIRE EXTINGUISHER CABINET
E.A.T.D. = EXIT ACCESS TRAVEL DISTANCE

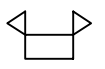
E.A.T.D. = XXX'
(COMMON PATH OF EGRESS) (PATH OF EGRESS)

CLEAR DOOR WIDTH
33"
165
NUMBER OF OCCUPANTS DOOR CAN EGRESS

NOTE: PER FBC 2023 TABLE 1006.2.1 AN OCCUPANCY LOAD OF 49 OR LESS IS PERMITTED TO HAVE ONE EXIT.

SYMBOL LEGEND

EMERGENCY WALL MOUNTED LIGHT



EXIT SIGN



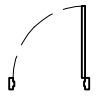
EMERGENCY RECESSED DOWNLIGHT



EMERGENCY LIGHT FIXTURE

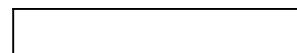


(1) 36" WIDE DOOR:
33" (CLEAR WIDTH OPENING) / 0.2
(PER PERSON) = 165 OCCUPANTS

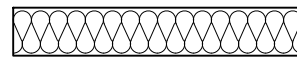


PARTITION LEGEND

REFER TO PARTITION SCHEDULE FOR DETAILS



NON-RATED STUD WALL



SOUND ATTENUATION BLANKET

GENERAL NOTES:

1. DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE ARCHITECT BEFORE CONTINUING WITH THE WORK.
2. IN THE EVENT OF ANY DISCREPANCIES FOUND IN THE DRAWINGS OR CONFLICTS BETWEEN THE ARCHITECTURAL DRAWINGS AND THOSE OF THE ENGINEERS, THE CONTRACTOR SHALL BE REQUIRED TO NOTIFY THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.

LIFESAFETY & FLORIDA ACCESSIBILITY NOTES:

1. LOCKS ON EXIT DOORS OR ACCESS EXIT DOORS SHALL NOT REQUIRE THE USE OF A KEY, A TOOL, OR SPECIAL KNOWLEDGE OR EFFORT FOR OPERATION FROM THE EGRESS SIDE UNLESS THEY MEET THE REQUIREMENTS OF NFPA 101, 7.2.1.5.
2. EXITS OTHER THAN THE MAIN EXTERIOR EXIT DOORS THAT ARE OBVIOUSLY CLEAR AND IDENTIFIABLE AS EXITS SHALL BE MARKED BY AN APPROVED SIGN THAT IS READILY VISIBLE FROM ANY DIRECTION OF EXIT ACCESS PER NFPA 101, 7.10.1.2.
3. CONTRACTOR TO USE A LICENSED FIRE EXTINGUISHER CONTRACTOR FOR IDENTIFYING THE LOCATION & TYPE OF EXTINGUISHERS USED ON SITE PER FS 633.061 AND NFPA 13.6.2.5. FOR OUTDOOR APPLICATIONS, UTILIZE CABINETS OF NON-CORROSIVE MATERIAL SUITABLE FOR EXTERIOR CONDITIONS.
4. FIREFIGHTER SAFETY WARNING SIGNS (MALTESE CROSS) SHALL BE PLACED IN ACCORDANCE WITH FS 633.027 AND FAC 69A-60.008. - SHOULD BE EXISTING
5. CONTRACTOR TO PROVIDE PROPER SIGNAGE DIRECTING CUSTOMERS AND VISITORS TO RESTROOMS AND OTHER SPACES AS REQUIRED BY FAC 216.3. - SHOULD BE EXISTING
6. CONTRACTOR TO PROVIDE BUILDING ADDRESS NUMBERS THAT ARE A MINIMUM OF 6" HIGH ON THE BUILDING. LETTERS TO BE VISIBLE FROM THE STREET AND MAY REQUIRE BEING LARGER THAN 6" HIGH PER NFPA 1, 10.11.1.2. - SHOULD BE EXISTING
7. CONTRACTOR TO PROVIDE REQUIRED SIGNAGE. THE OCCUPANT LOAD SHALL BE POSTED IN A CONSPICUOUS PLACE NEAR THE MAIN ENTRANCE/EXIT FROM THE ROOM. REFER TO THE BUILDING CALCULATIONS TABLE ON THE CODE INFORMATION SHEET AS TO THE APPROVED MAXIMUM OCCUPANT LOAD TO BE POSTED, UNLESS OTHERWISE NOTED BY THE FIRE MARSHAL. THE POSTING SHALL READ "MAXIMUM OCCUPANT LOAD XXX PERSONS, BY ORDER OF THE FIRE MARSHAL" PER NFPA 101, 12.7.9.3. CONFIRM LOCATION OF ALL SIGNAGE WITH OWNER & ARCHITECT PRIOR TO INSTALLATION. TACTILE EXIT SIGNAGE WILL BE PROVIDED PER NFPA 101 7.10.1.3.
8. IN ALL NEW CONSTRUCTION A MINIMUM RADIO SIGNAL STRENGTH FOR FIRE DEPARTMENT COMMUNICATIONS SHALL BE MAINTAINED AT A LEVEL DETERMINED BY THE AUTHORITY HAVING JURISDICTION (AHJ). THE CONTRACTOR SHALL HAVE A THIRD PARTY PUBLIC SAFETY RADIO ENGINEERING FIRM CONDUCT A TWO-WAY RADIO COMMUNICATION TEST IN ACCORDANCE WITH NFPA 1.11.1.10 AND NFPA 1225 BY THE TIME OF FRAMING INSPECTION OR SUCH TIME DETERMINED BY THE AHJ. THE CONTRACTOR SHALL PROVIDE A COPY OF THE REPORT TO THE FIRE DEPARTMENT FOR EVALUATION AND ACCEPTANCE.
9. AT TIME OF FINAL FIRE INSPECTION, CONTRACTOR SHALL ENSURE THAT THE FIRE DEPARTMENT ACCESS ROAD IDENTIFICATION SIGNS ARE IN PLACE.

FIRE EXTINGUISHER CALCULATIONS

FIRE EXTINGUISHER = UL RATED, 3-A: 40BC 5 LBS.

PER TABLE 906.3(1) FOR ORDINARY HAZARD OCCUPANCY, THE MINIMUM NUMBER OF FIRE EXTINGUISHERS SHALL BE:

UNIT OF A = 3 x 1500 = 4,500 S.F.

2,557 S.F. (TOTAL BUILDING AREA) / 4,500 S.F. = 0.56

FIRE EXTINGUISHERS PROVIDED: 2

OCCUPANT AREAS

- ASSEMBLY WITHOUT FIXED SEATS
15 SF NET PER OCCUPANT LOAD
FBC 2023 (TABLE 1004.5) / FFPC, 8TH EDITION (TABLE 7.3.1.2)
- LOCKER ROOMS | EXERCISE ROOMS
50 SF GROSS PER OCCUPANT LOAD
FBC 2023 (TABLE 1004.5) / FFPC, 8TH EDITION (TABLE 7.3.1.2)
- ACCESSORY STORAGE | MECHANICAL ROOMS
300 SF GROSS PER OCCUPANT LOAD
FBC 2023 (TABLE 1004.5) / FFPC, 8TH EDITION (TABLE 7.3.1.2)
- NON-HABITABLE AREA
N/A

OCCUPANCY CALCULATIONS

OCCUPANCY TYPE "A-3" F/ PLUMBING FIXTURES			
ROOMS	AREA (s.f.)	AREA PER PERSON (s.f.)	OCCUPANCY (ALLOWABLE)
FITNESS AREA - EXISTING	1,178	50	24
AEROBICS AREA #1	350	50	7
AEROBICS AREA #2	496	15	33
TOTAL BUILDING OCCUPANCY			64

PLUMBING FIXTURE REQUIREMENTS							
LOCATION (BASED ON A-3)	GENDER	OCCUPANCY (TOTAL/2)	REQUIRED FIXTURES				D.F.
			TOILET (1000)	LAV. (1000)	URINAL (1000)		
BUILDING	MEN	32	1	1	0		
	WOMEN	32	1	1	N.A.		1
TOTAL PROVIDED			1	1	0		
			1	1	N.A.		1

REVISIONS

NO.	DATE	DESCRIPTION	BY

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prepared for Bannan Lakes, CDD
BANNON LAKES
St. Johns County, FL
FITNESS CENTER
LIFE SAFETY PLAN

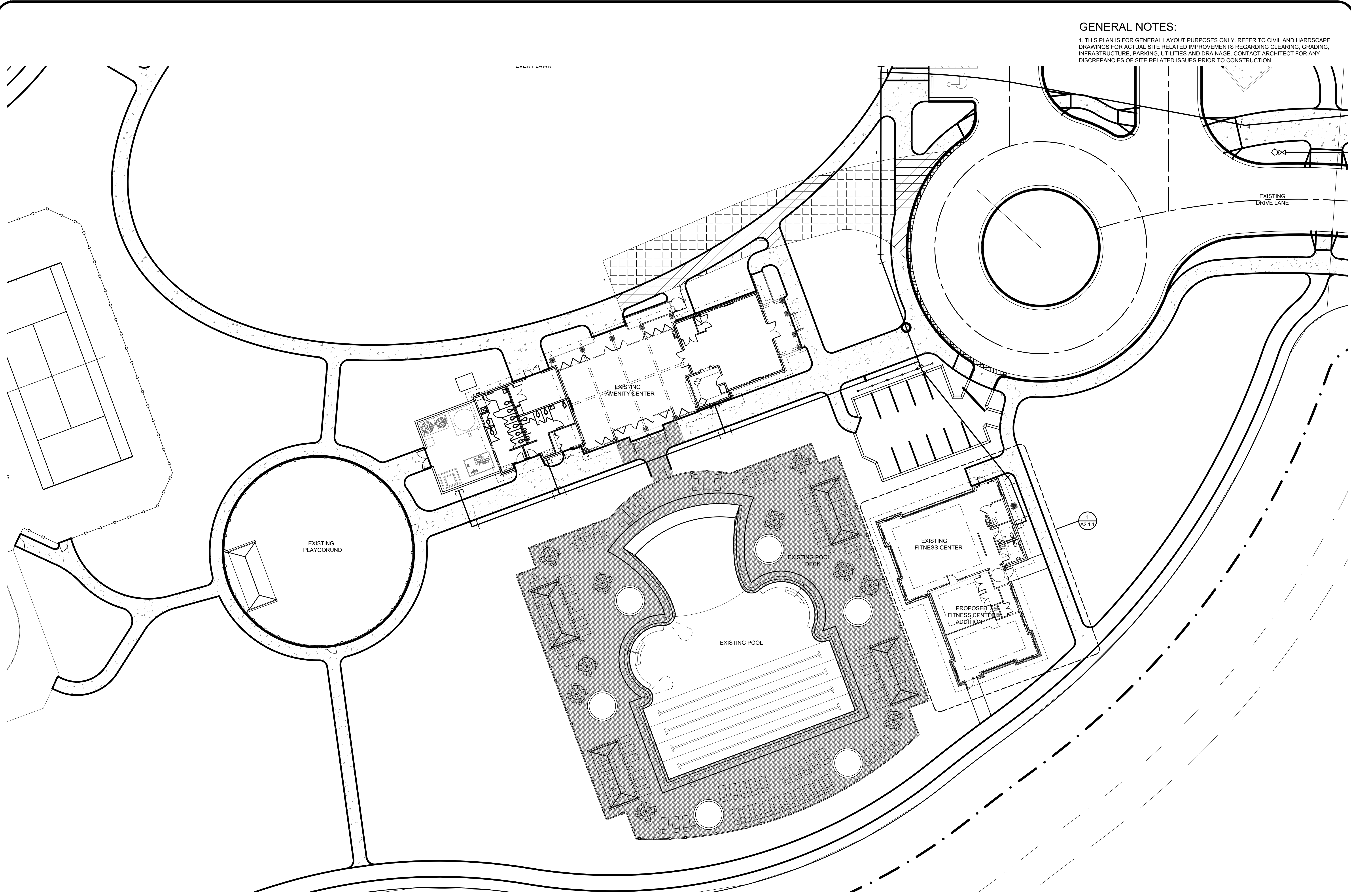
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DESIGN GROUP, INC.
7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
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JOB NO. 25-28

A0.1.1

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GENERAL NOTES:
1. THIS PLAN IS FOR GENERAL LAYOUT PURPOSES ONLY. REFER TO CIVIL AND HARDSCAPE DRAWINGS FOR ACTUAL SITE RELATED IMPROVEMENTS REGARDING CLEARING, GRADING, INFRASTRUCTURE, PARKING, UTILITIES AND DRAINAGE. CONTACT ARCHITECT FOR ANY DISCREPANCIES OF SITE RELATED ISSUES PRIOR TO CONSTRUCTION.

REVISIONS			
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St. Johns County, FL

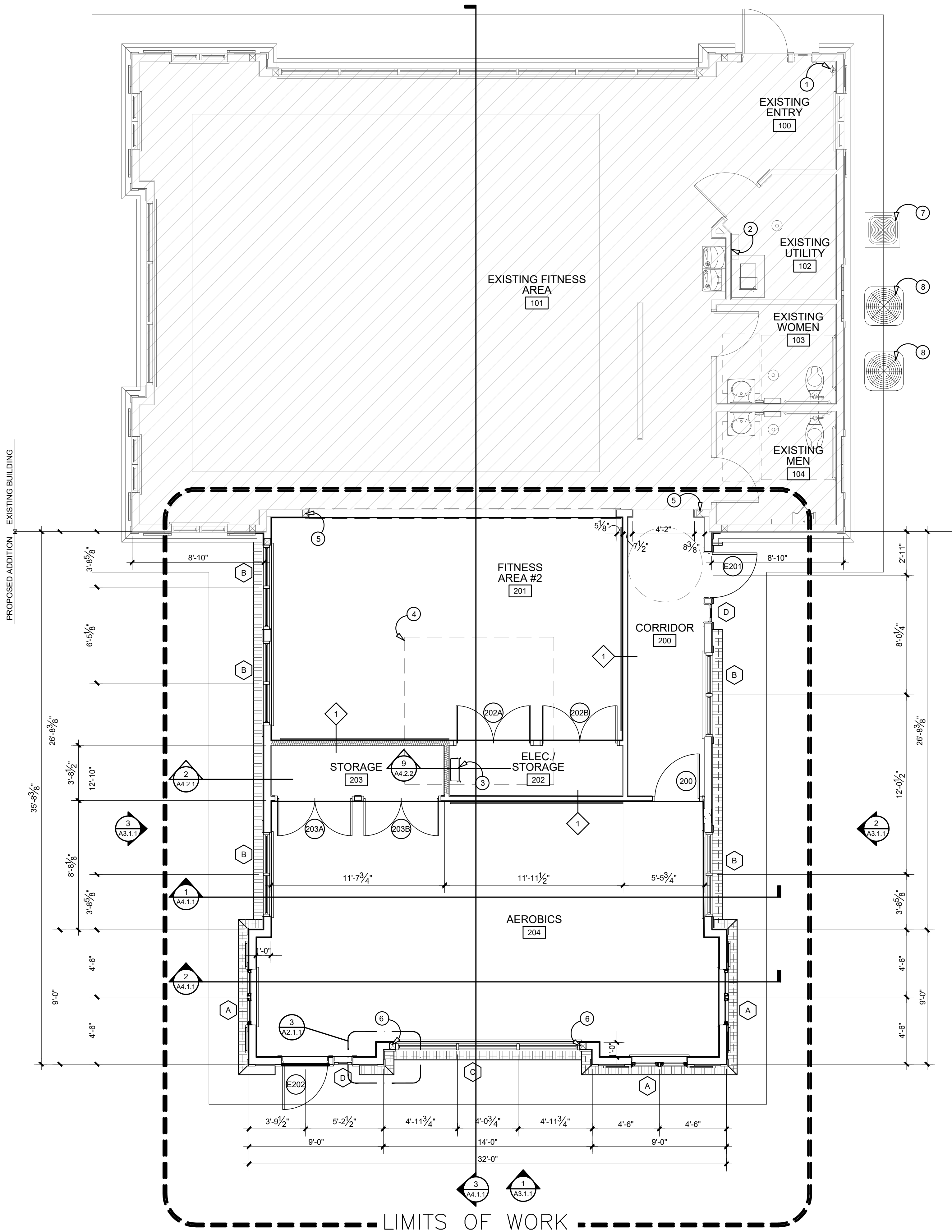
FITNESS CENTER
ARCHITECTURAL SITE PLAN

**BASHAM & LUCAS**
DESIGN GROUP, INC.
7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
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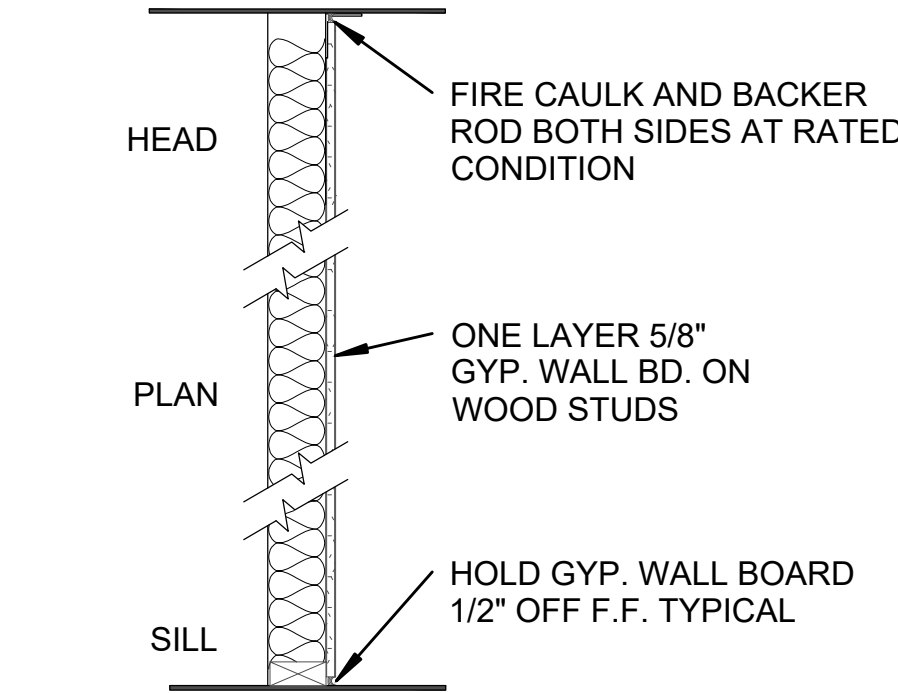


1 FLOOR PLAN
SCALE: 1/4" = 1'-0"
FLOOR UNIT AREA:
EXISTING - 1,452 S.F.
ADDITION - 1,105 S.F.
TOTAL - 2,557 S.F.

- GENERAL NOTES:**
- DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE ARCHITECT BEFORE CONTINUING WITH THE WORK.
 - IN THE EVENT OF ANY DISCREPANCIES FOUND IN THE DRAWINGS OR CONFLICTS BETWEEN THE ARCHITECTURAL DRAWINGS AND THOSE OF THE ENGINEERS, THE CONTRACTOR SHALL BE REQUIRED TO NOTIFY THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
 - ALL INTERIOR AND EXTERIOR DIMENSIONS GIVEN ARE FROM FACE OF BLOCK, STUD, OR COLUMN CENTERLINE UNLESS OTHERWISE NOTED (U.N.O.).
 - ALL DOORS TO BE LOCATED 6" (VERIFY WIDTH OF DOOR TRIM W/ I.D. DRAWINGS) FROM ADJACENT WALL OR COUNTER OR CENTERED IN WALL (U.N.O.).
 - MOISTURE RESISTANT GWB IN RESTROOMS TYP
 - PROVIDE TERMITE PROTECTION PER FBC 1816. REFER TO SPECIFICATIONS.

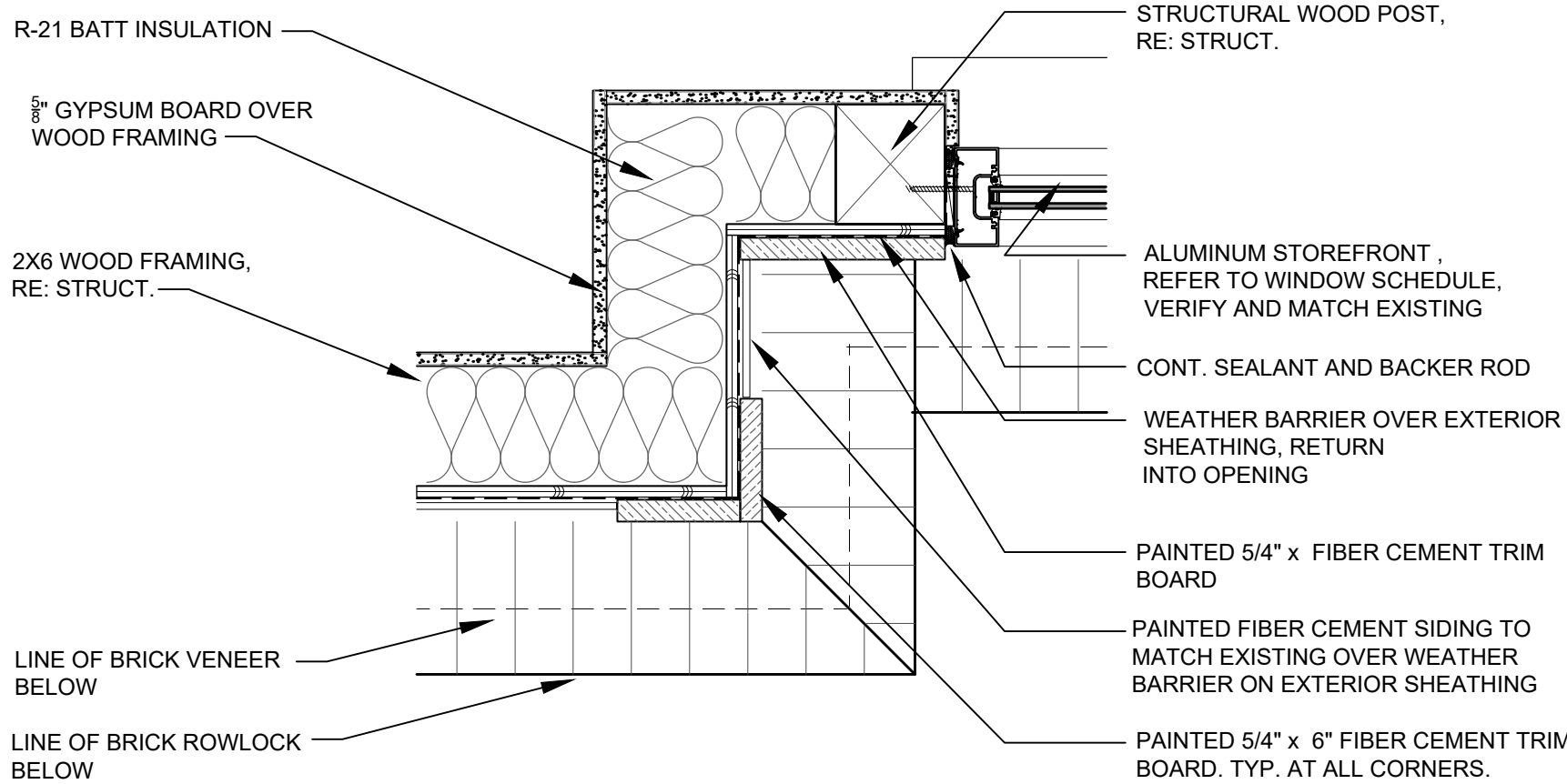
- KEY NOTES:**
- EXISTING FIRE EXTINGUISHER
 - NEW FIRE EXTINGUISHER
 - EXISTING ELECTRICAL PANELS, RE: ELECTRICAL
 - LADDER TO MECHANICAL PLATFORM ABOVE - SEE 8 & 9/A4.2.2
 - OUTLINE OF MECHANICAL PLATFORM ABOVE
 - EXISTING STRUCTURAL POST
 - NEW STRUCTURAL POST
 - EXISTING HVAC UNIT
 - NEW HVAC UNIT

- PLAN LEGEND**
- INDICATES STUD WALL
 - INDICATES SOUND BATT INSULATION AT INTERIOR PARTITIONS - ALL EXTERIOR STUD WALLS TO RECEIVE BATT INSULATION - REFER TO WALL SECTIONS



TYPE	STUD SIZE	PARTITION THICK.
1	3 1/2"	4-3/4"
2	5 1/2"	6-3/4"

2 WALL TYPES
SCALE: 3/4" = 1'-0"



2 WALL DETAIL
SCALE: 1 1/2" = 1'-0"

REVISIONS			
NO.	DATE	DESCRIPTION	BY

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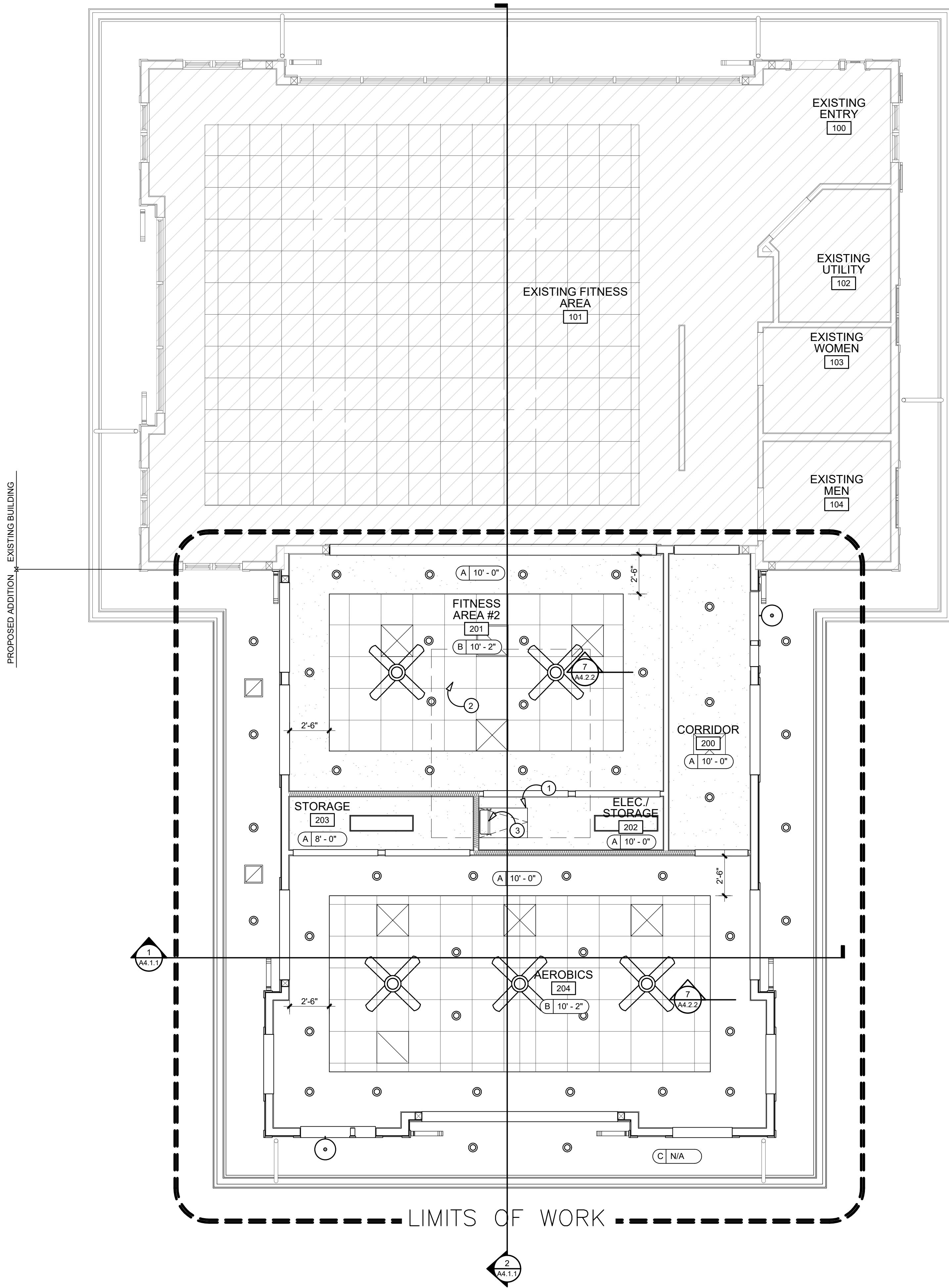
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BANNON LAKES
St. Johns County, FL
FITNESS CENTER
FLOOR PLAN

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GENERAL NOTES:

- DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE ARCHITECT BEFORE CONTINUING WITH THE WORK.
- IN THE EVENT OF ANY DISCREPANCIES FOUND IN THE DRAWINGS OR CONFLICTS BETWEEN THE ARCHITECTURAL DRAWINGS AND THOSE OF THE ENGINEERS, THE CONTRACTOR SHALL BE REQUIRED TO NOTIFY THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
- COORDINATE LOCATION OF ALL LIGHTING, CEILING DIFFUSERS, EXIT SIGNAGE AND OTHER CEILING DEVICES WITH MECHANICAL AND ELECTRICAL DRAWINGS.
- PER FBC 2803.4 SPRAY FOAM INSULATION SHALL BE SEPARATED FROM THE INTERIOR OF THE BUILDING BY AN APPROVED THERMAL BARRIER OF 1/2" (MIN.) GYPSUM BOARD OR ANOTHER APPROVED MATERIAL. WHERE A CEILING FINISH OCCURS OTHER THAN GYPSUM BOARD, SUCH AS ACOUSTICAL CEILING TILE AND GRID, GYPSUM BOARD OR AN INTUMESCENT BARRIER SHALL BE PROVIDED ABOVE THE CEILING FINISH TO MAINTAIN THE THERMAL BARRIER REQUIREMENTS. WHERE NO CEILING FINISH OCCURS AND SPRAY FOAM INSULATION IS EXPOSED TO THE INTERIOR OF THE BUILDING, AN APPROVED THERMAL BARRIER SHALL BE PROVIDED.
- ALL CEILINGS SECURED TO THE BOTTOM OF TRUSSES SHALL BE INSTALLED OVER 3/4" FURRING OR PLYWOOD TO PROVIDE A LEVEL SURFACE. FINISH MATERIAL SECURED DIRECTLY TO THE BOTTOM OF TRUSSES IS NOT ACCEPTABLE.
- CEILING FIXTURES INCLUDING MECHANICAL DIFFUSERS AND SPEAKERS SHALL BE PAINTED TO MATCH ADJACENT FINISHES. WHERE ADJACENT FINISH IS STAINED, CONSULT WITH ARCHITECT ON FINISH COLOR.
- CONTRACTOR TO CONFIRM WITH ARCHITECT WHERE CONCEALED VS EXPOSED SPRINKLER HEADS SHALL BE INSTALLED. AT CONCEALED LOCATIONS, SPRINKLER HEAD CAPS SHALL BE PAINTED TO MATCH ADJACENT FINISHES.

KEY NOTES:

- 24x36 ATTIC ACCESS HATCH, PAINTED TO MATCH ADJACENT CEILING FINISH - CONFIRM HATCH SIZING WITH MECHANICAL - COORDINATE OPENING WITH TRUSS LAYOUT
- MECHANICAL PLATFORM
- LADDER TO MECHANICAL PLATFORM

CEILING TYPE LEGEND:

- A - GYPSUM BOARD CEILING
B - 2x2 ACOUSTIC CEILING TILE CEILING
C - SMOOTH FIBER CEMENT SOFFIT PANEL
- CEILING TYPE
CEILING HEIGHT

CEILING MATERIAL LEGEND:

- GYPSUM BOARD CEILING
2X2 ACOUSTIC TILE CEILING GRID
SMOOTH FIBER CEMENT SOFFIT PANEL TO MATCH EXISTING

LIGHTING LEGEND:

- 1x4 LIGHT FIXTURE
EMERGENCY LIGHT
RECESSED LIGHT FIXTURE
WALL SCONCE LIGHT FIXTURE
PENDANT LIGHT FIXTURE
SURFACE MOUNTED LIGHT FIXTURE
2X2 LIGHT FIXTURE IN ACT GRID
EXIT SIGN

HVAC LEGEND:

- HVAC SUPPLY AIR DIFFUSER
HVAC RETURN AIR DIFFUSER
EXHAUST FAN
CEILING FAN - PROVIDE BLOCKING SUPPORT AS REQUIRED - VERIFY DESIRED HEIGHT OF FAN BLADES & IF EXTENSION ROD IS REQUIRED.

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REFLECTED CEILING PLAN

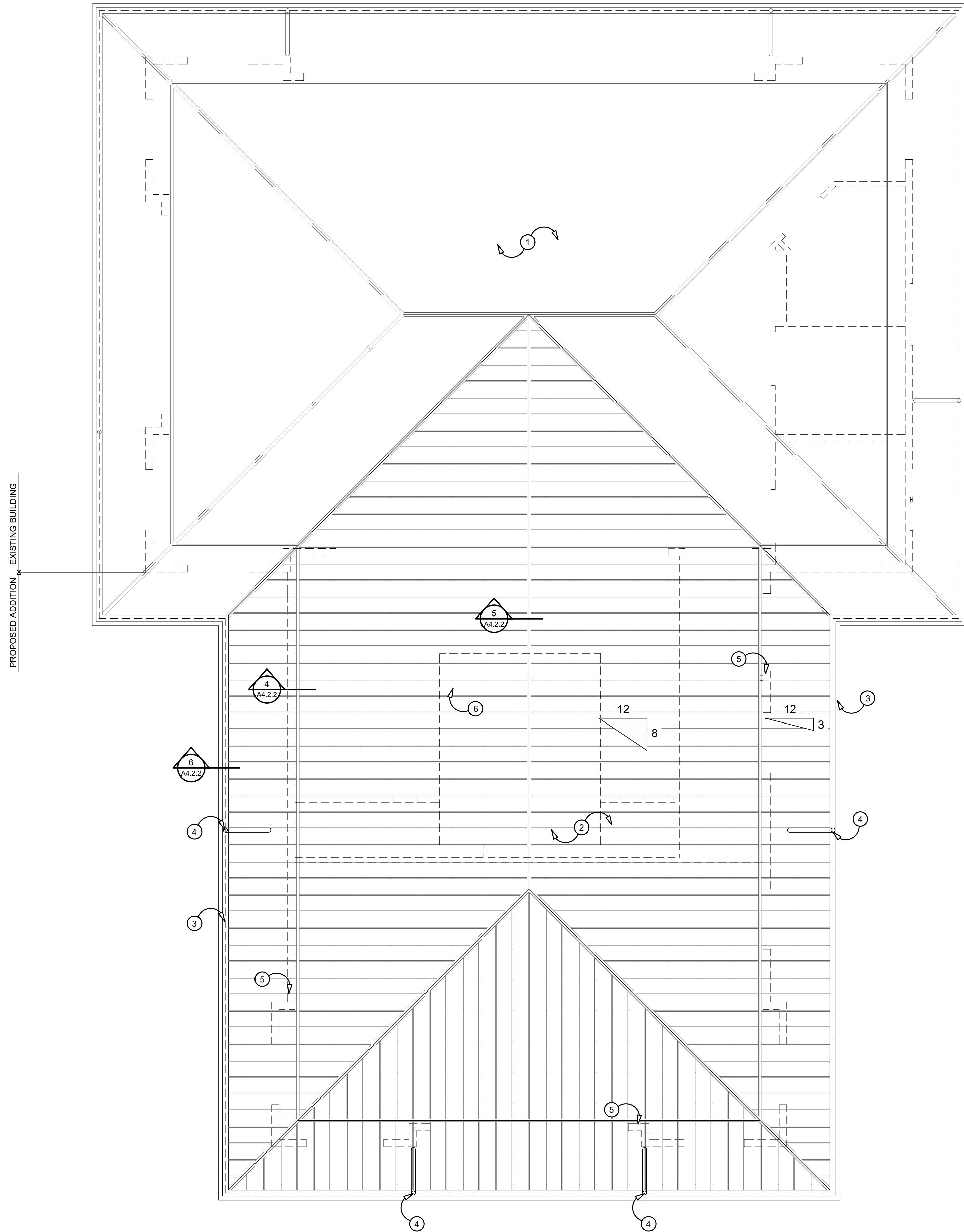
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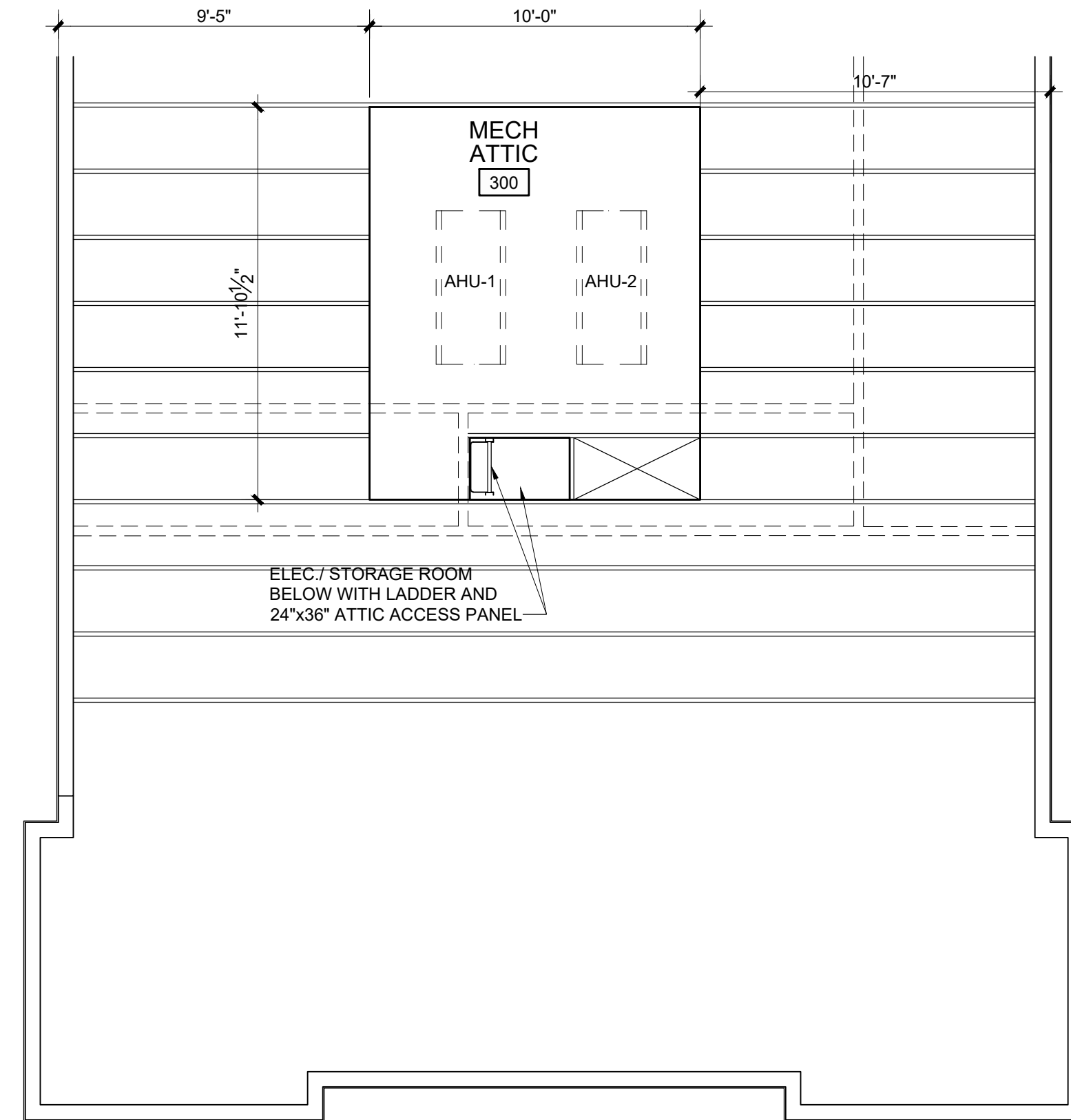
1 ROOF PLAN
SCALE: 1/4" = 1'-0"
NORTH

ROOFING GENERAL NOTES:

1. REFER TO MECHANICAL AND PLUMBING PLANS FOR ROOF PENETRATION LOCATIONS. PAINT ALL ROOF PENETRATION TO MATCH ROOFING MATERIAL.
2. REFER TO BUILDING AND WALL SECTIONS FOR OVERHANG LENGTHS AND TRUSS PROFILES.
3. REFER TO WALL SECTIONS FOR SIZE AND TYPE OF VENTING AT EAVES.
4. --- DENOTES GUTTER WITH DOWNSPOUT. TIE ALL DOWNSPOUTS INTO STORM SEWER, REFER TO CIVIL DRAWINGS.
5. E.F. = EXHAUST FAN - REFER TO MECHANICAL DRAWINGS
6. VTR = VENT THRU ROOF - REFER TO PLUMBING DRAWINGS

KEY NOTES:

1. EXISTING ROOF
2. NEW STANDING SEAM METAL ROOF
3. PREFINISHED GUTTER - MATCH EXSTING
4. NEW DOWNSPOUT LOCATION - MATCH EXISTING, TIE INTO STORN, RE: CIVIL
5. OUTLINE OF WALLS BELOW
6. MECHANICAL ATTIC PLATFORM BELOW



2 MECHANICAL ATTIC PLATFORM PLAN
SCALE: 1/4" = 1'-0"

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ROOF PLAN

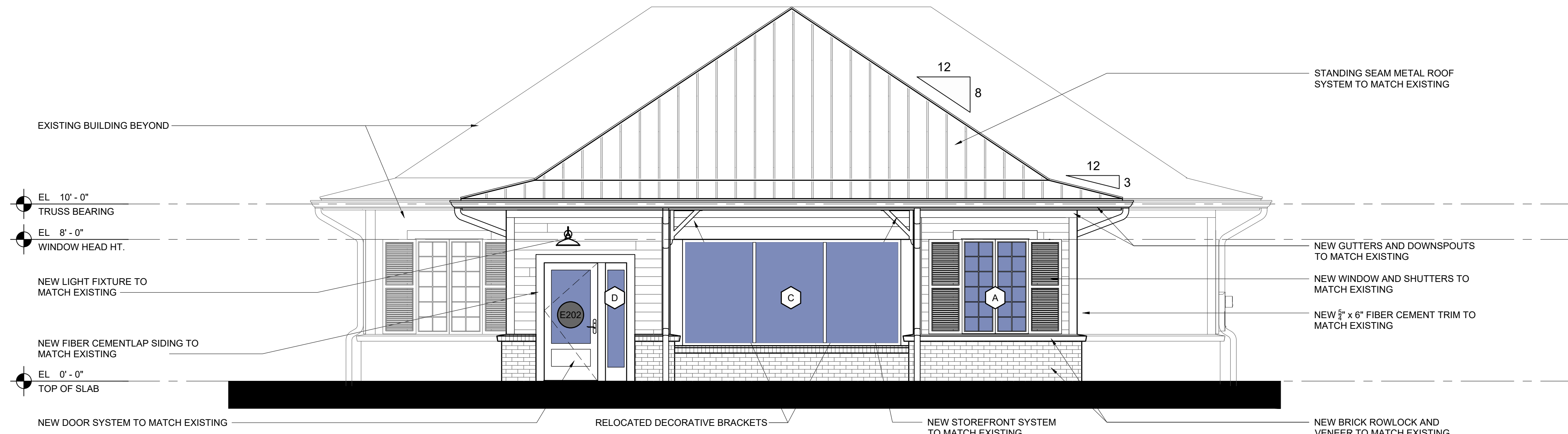
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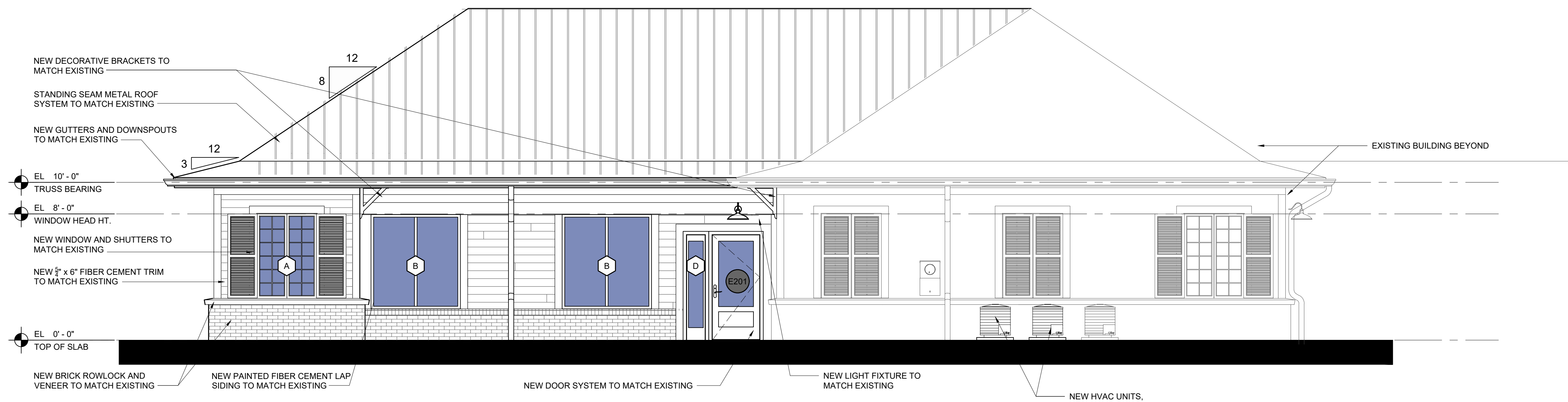
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A2.3.1

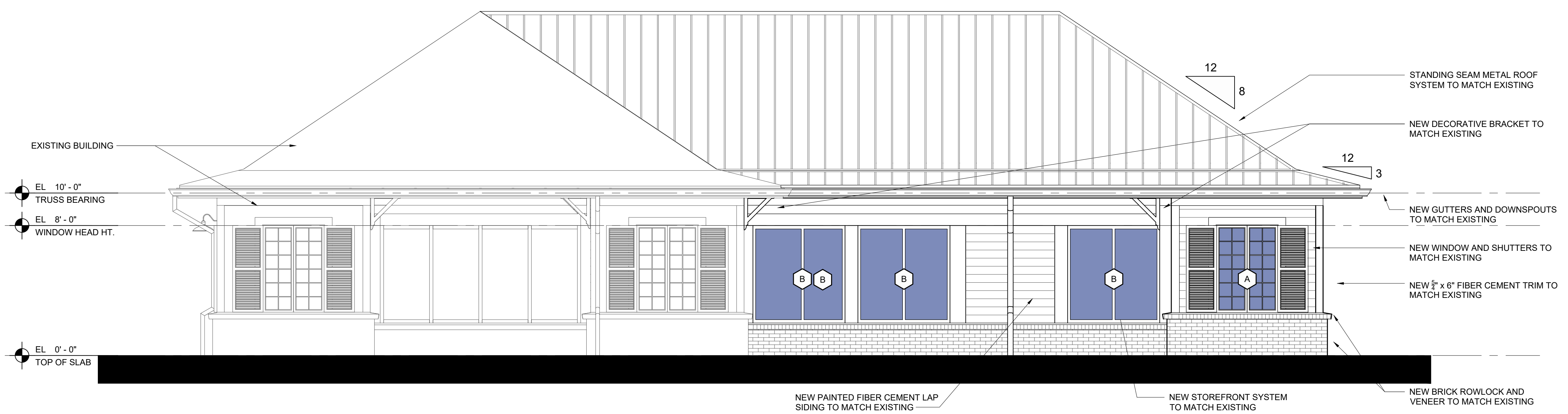
REVIEW SET



1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 EAST ELEVATION
SCALE: 1/4" = 1'-0"



3 WEST ELEVATION
SCALE: 1/4" = 1'-0"

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FITNESS CENTER

EXTERIOR ELEVATIONS



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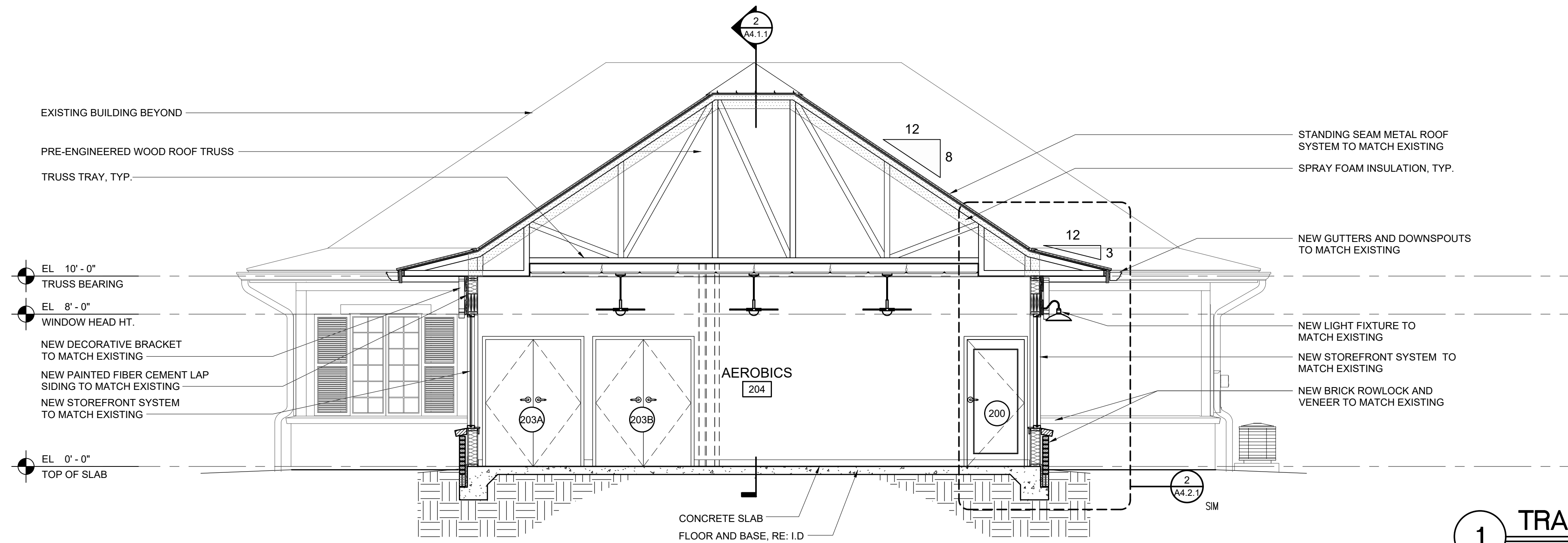
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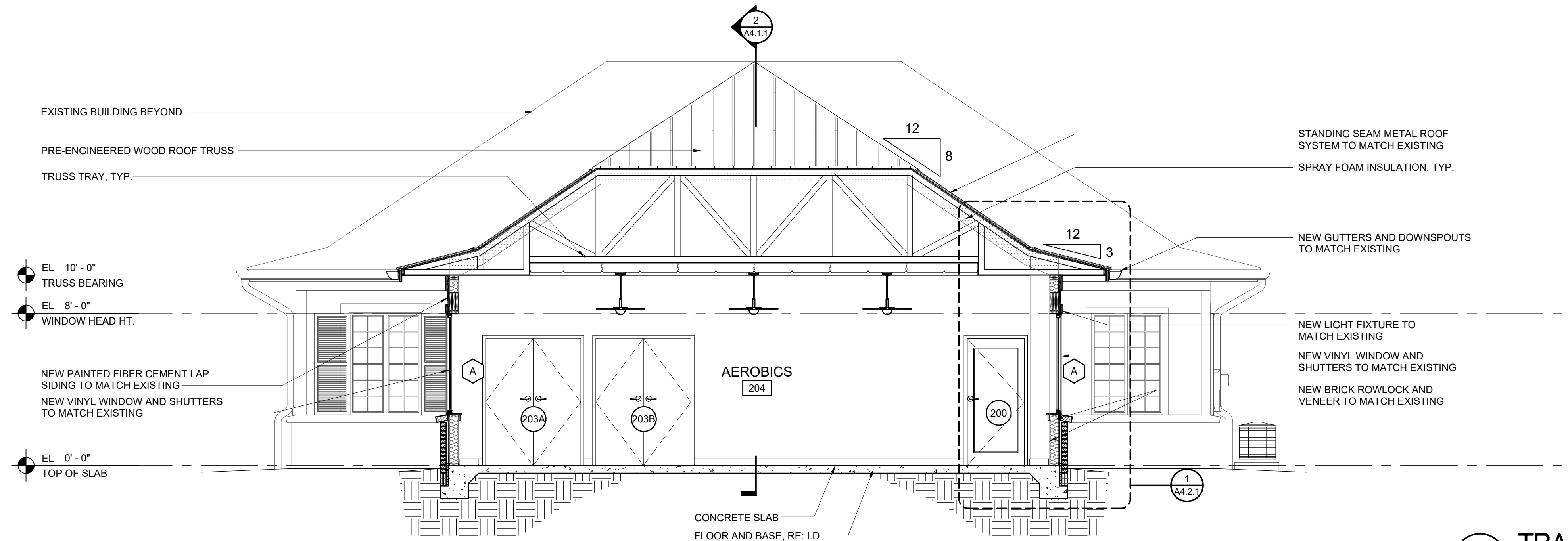
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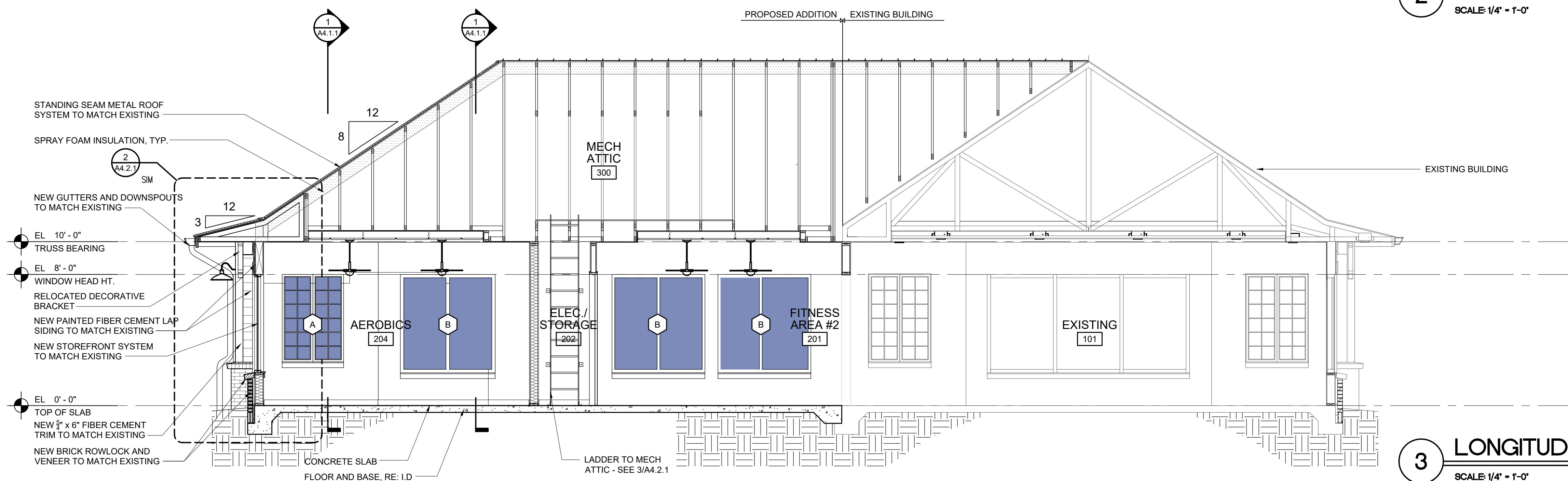
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1 TRAVERSE BUILDING SECTION
SCALE: 1/4" = 1'-0"



2 TRAVERSE BUILDING SECTION
SCALE: 1/4" = 1'-0"



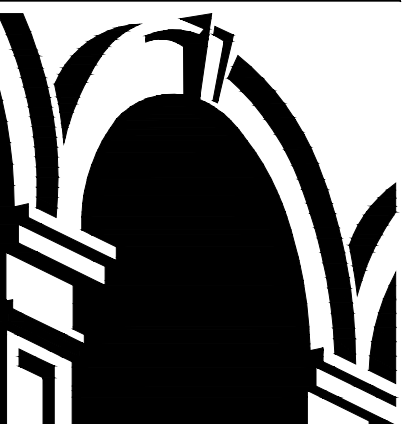
3 LONGITUDINAL BUILDING SECTION
SCALE: 1/4" = 1'-0"

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BUILDING SECTIONS



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WALL SECTIONS



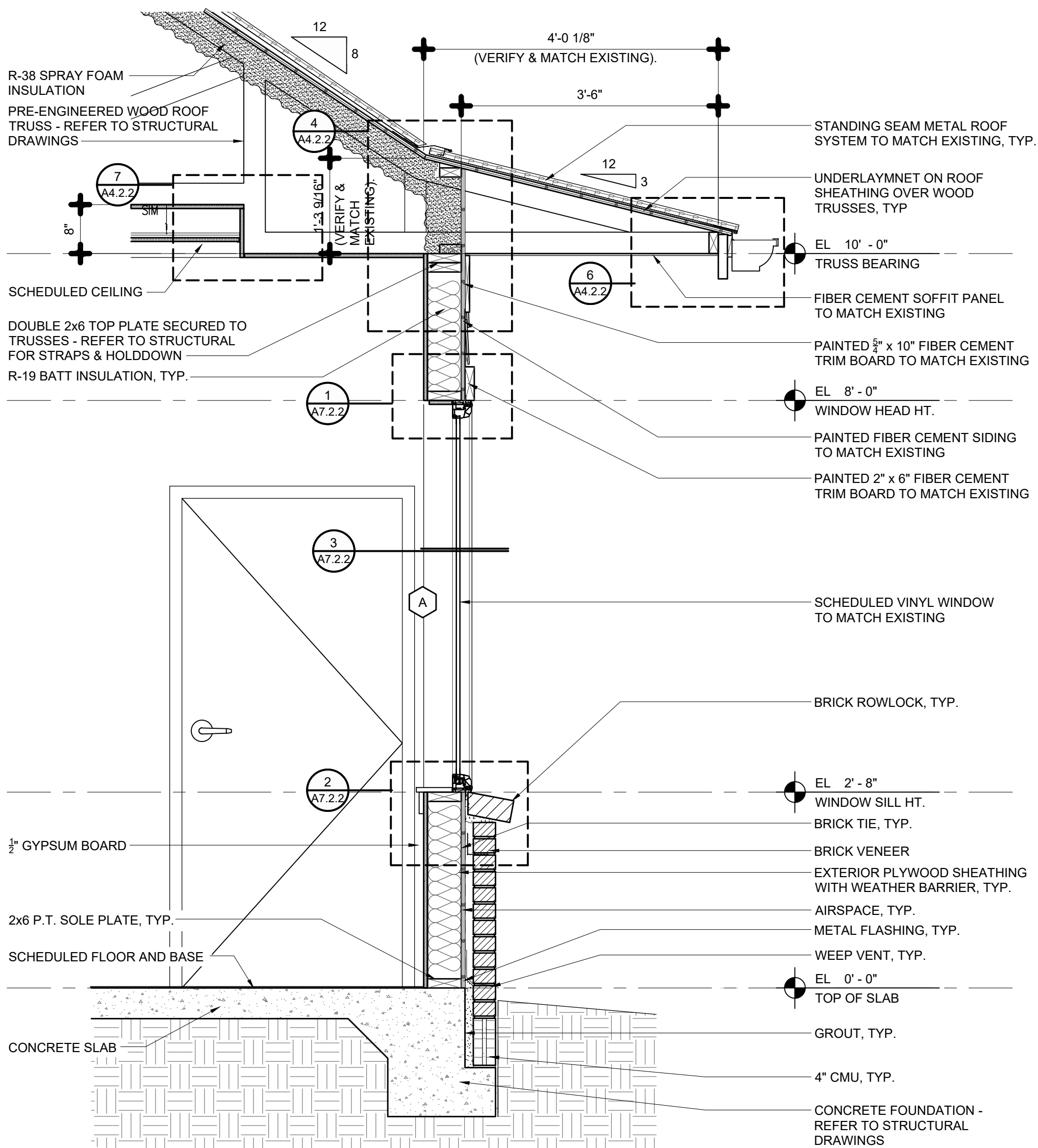
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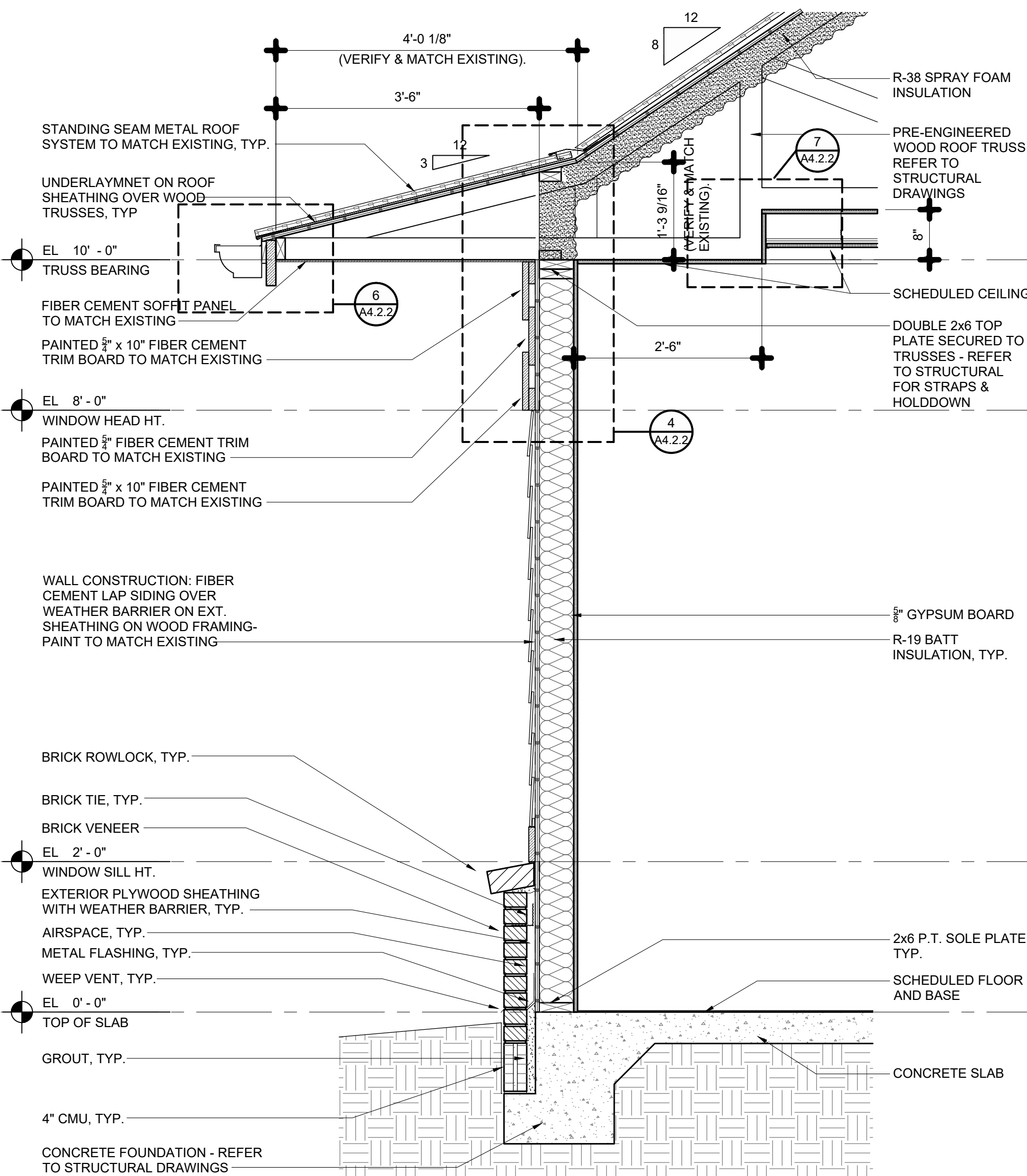
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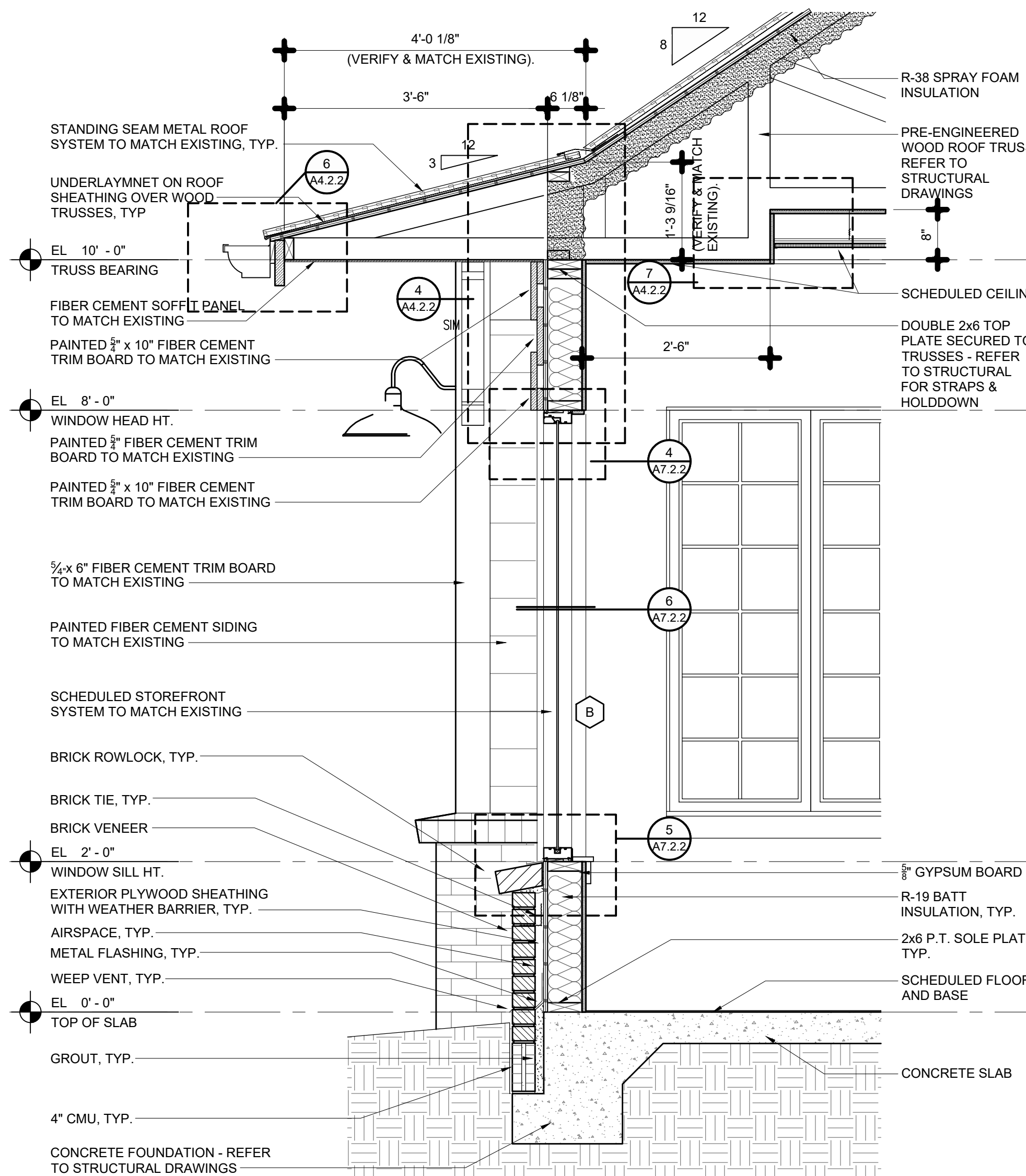
REVIEW SET



3 WALL SECTION
SCALE: 3/4" = 1'-0"



2 WALL SECTION
SCALE: 3/4" = 1'-0"



1 WALL SECTION
SCALE: 3/4" = 1'-0"

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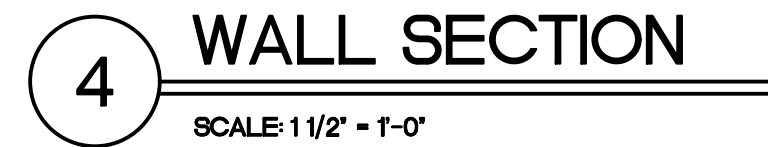
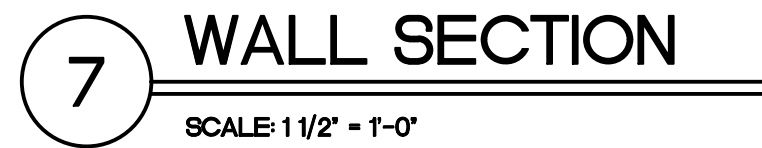
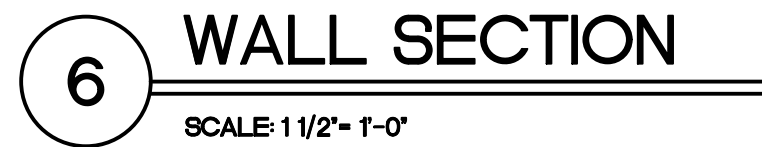
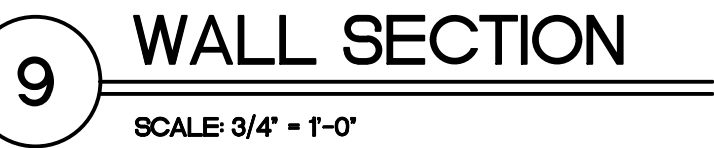
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WALL SECTIONS



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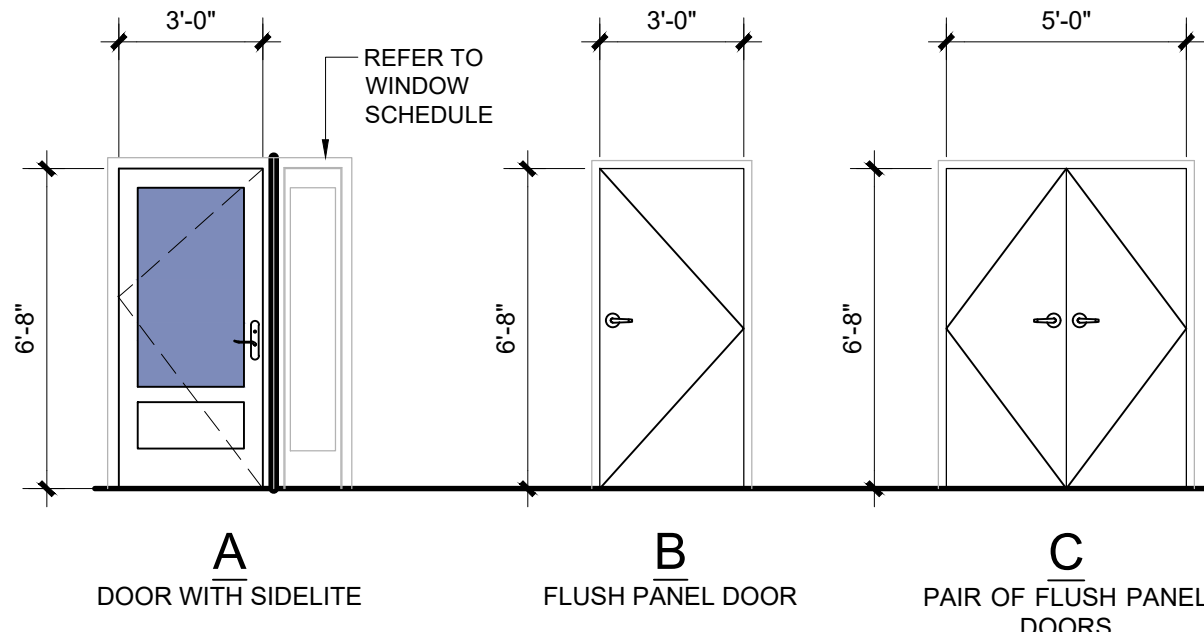


	DOOR SCHEDULE													
	DOOR NO.	DOOR TYPE	DOOR WIDTH	DOOR HT.	DOOR MAT'L	DOOR FIN.	FRAME MAT'L	FRAME FIN.	FRAME DETAILS			DR LABEL	HW SET	REMARKS
									HEAD	JAMB	SILL			
EXTERIOR DOORS	E201	A	3'-0"	6'-8"	FIBERGLASS / GLASS	PREFINISHED	WOOD	PAINT	7/1A7.2.2	9/1A7.2.2	8/1A7.2.2	-	9	MATCH EXISTING
	E202	A	3'-0"	6'-8"	FIBERGLASS / GLASS	PREFINISHED	WOOD	PAINT	7/1A7.2.2	9/1A7.2.2	8/1A7.2.2	-	9	MATCH EXISTING
INTERIOR DOORS														
	200	B	3'-0"	6'-8"	FIBERGLASS	PREFINISHED	WOOD	PAINT	1/1A7.2.1	2/1A7.2.1	-	-	10	MATCH EXISTING
	202A	C	5'-0" (PAIR)	6'-8"	FIBERGLASS	PREFINISHED	WOOD	PAINT	1/1A7.2.1	2/1A7.2.1	-	-	10	MATCH EXISTING
	202B	C	5'-0" (PAIR)	6'-8"	FIBERGLASS	PREFINISHED	WOOD	PAINT	1/1A7.2.1	2/1A7.2.1	-	-	10	MATCH EXISTING
	203A	C	5'-0" (PAIR)	6'-8"	FIBERGLASS	PREFINISHED	WOOD	PAINT	1/1A7.2.1	2/1A7.2.1	-	-	10	MATCH EXISTING
	203B	C	5'-0" (PAIR)	6'-8"	FIBERGLASS	PREFINISHED	WOOD	PAINT	1/1A7.2.1	2/1A7.2.1	-	-	10	MATCH EXISTING

DOOR TYPES

DOOR NOTES

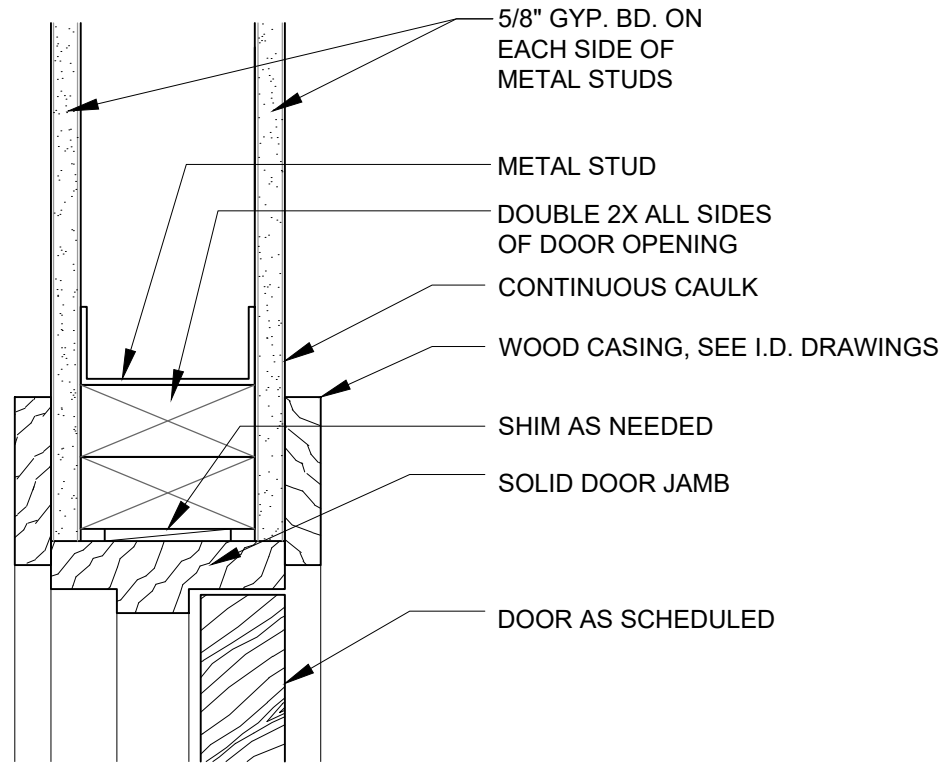
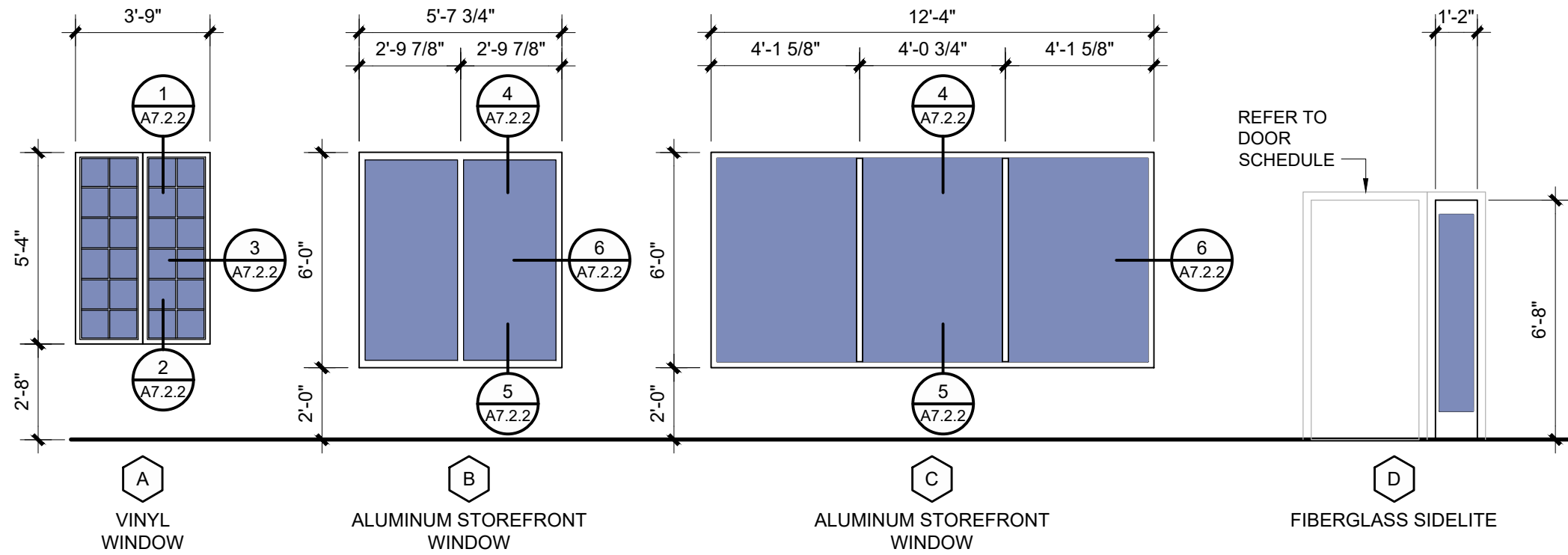
- ALL HARDWARE TO COMPLY WITH ANSI A117.1 - 2017.
- ALL GLAZING IN ALL DOORS AND SIDELITES SHALL BE FULLY TEMPERED UNLESS OTHERWISE NOTED.
- REFER TO SPECIFICATION SECTION 087100 FOR DOOR HARDWARE SETS.
- EGRESS DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY, SPECIAL KNOWLEDGE OR EFFORT. EGRESS DOOR HARDWARE SHALL COMPLY WITH SECTIONS 1010.2.1 THROUGH 1010.2.4 OF THE 2023 FLORIDA BUILDING CODE, 8th EDITION.
- EXTERIOR DOORS SHALL BE DESIGNED AND INSTALLED TO WITHSTAND IMPACT AND WIND LOADS AS SHOWN ON THE STRUCTURAL DRAWINGS AS DEFINED BY THE 2023 FLORIDA BUILDING CODE, 8th EDITION. ENGINEERED SHOP DRAWINGS AND DOCUMENTED DOOR TESTING SHALL BE SUBMITTED FOR REVIEW.



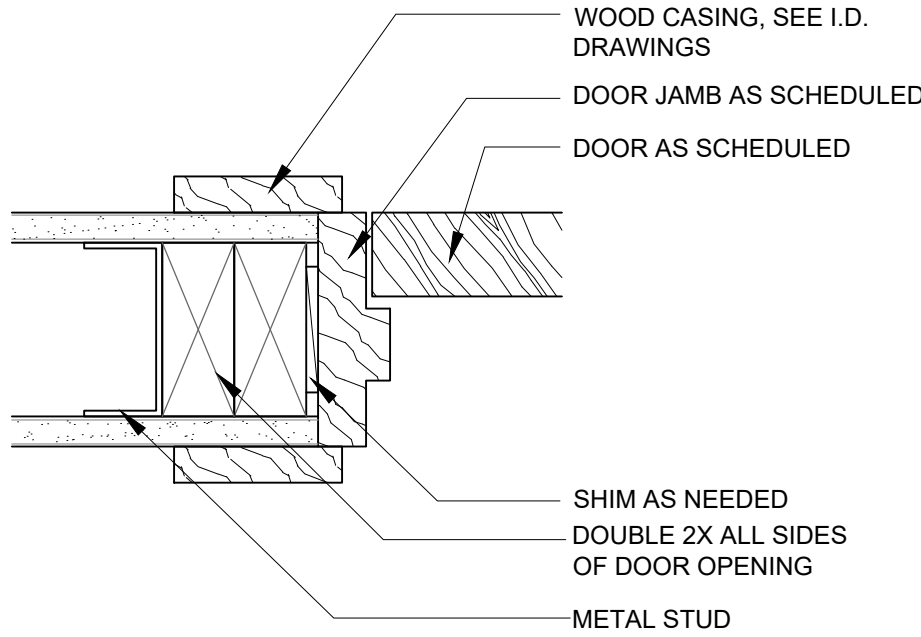
WINDOW TYPES

WINDOW NOTES

- ALL WINDOW WIDTH & HEIGHT DIMENSIONS ARE GIVEN AS FRAME OPENING SIZES. COORDINATE WITH FLOOR PLANS, SECTIONS AND DETAILS TO FRAME CORRECT ROUGH OR MASONRY OPENING SIZE.
- GENERAL CONTRACTOR TO VERIFY COUNT OF WINDOWS. WINDOW DESIGNATIONS INDICATED OCCURS AT MULTIPLE LOCATIONS.
- FIELD VERIFY ALL DIMENSIONS PRIOR TO FABRICATION AND INSTALLATION.
- GLAZING IN ALL WINDOWS SHALL BE FULLY TEMPERED (U.N.O.).
- PRIOR TO INSTALLING SEALANT AND BACKER RODS, ENSURE THAT ALL JOINTS ARE DRY AND FREE FROM DEBRIS.
- COLOR OF SEALANT SHALL MATCH COLOR OF WINDOW FRAME.
- GLAZING IN EXTERIOR STOREFRONTS SHALL BE INSULATED- MATCH EXISTING



1 INTERIOR DOOR HEAD DETAIL
SCALE: 3" = 1'-0"



2 INTERIOR DOOR JAMB DETAIL
SCALE: 3" = 1'-0"

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BANNON LAKES

St. Johns County, FL

FITNESS CENTER

DOOR SCHEDULE & DETAILS

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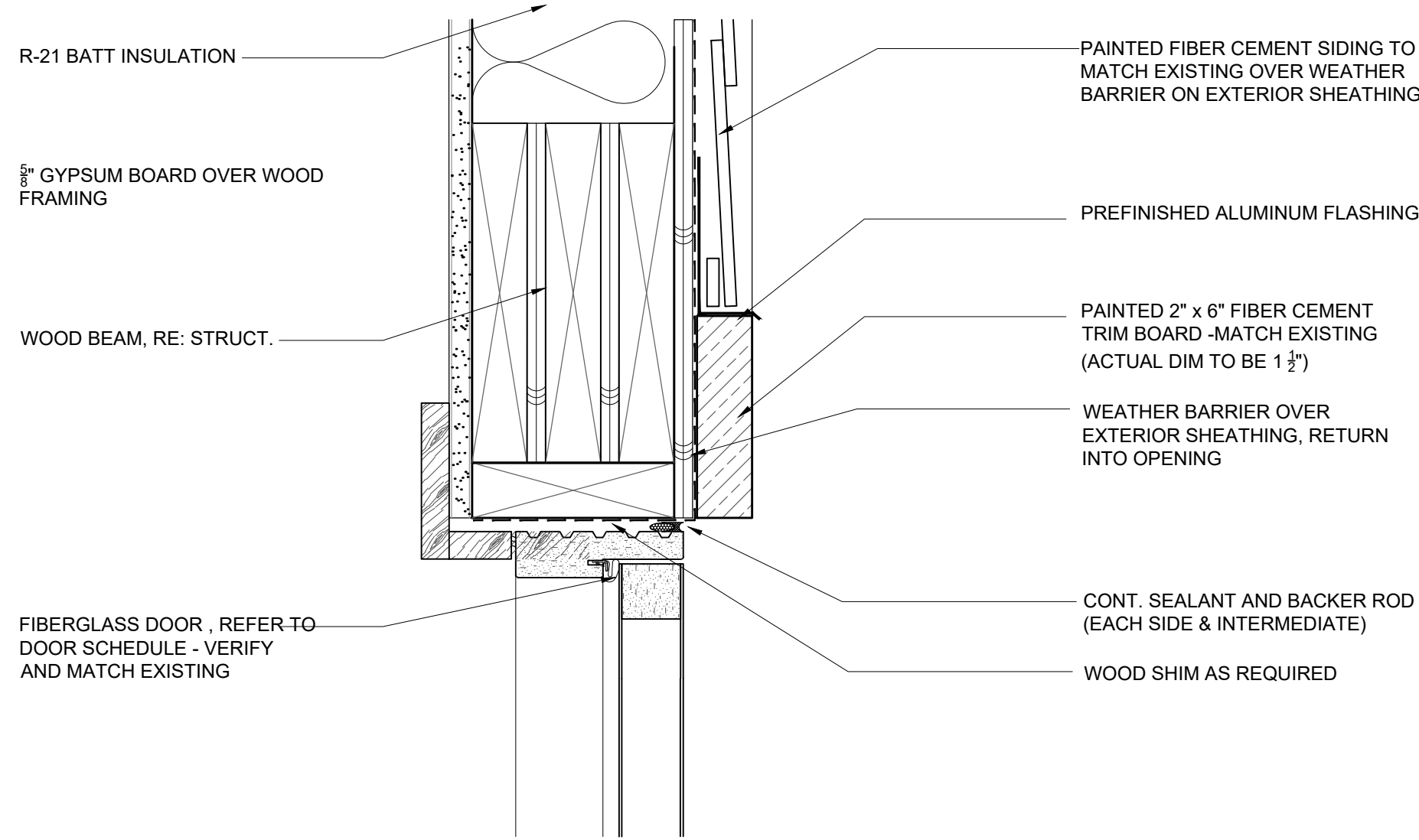
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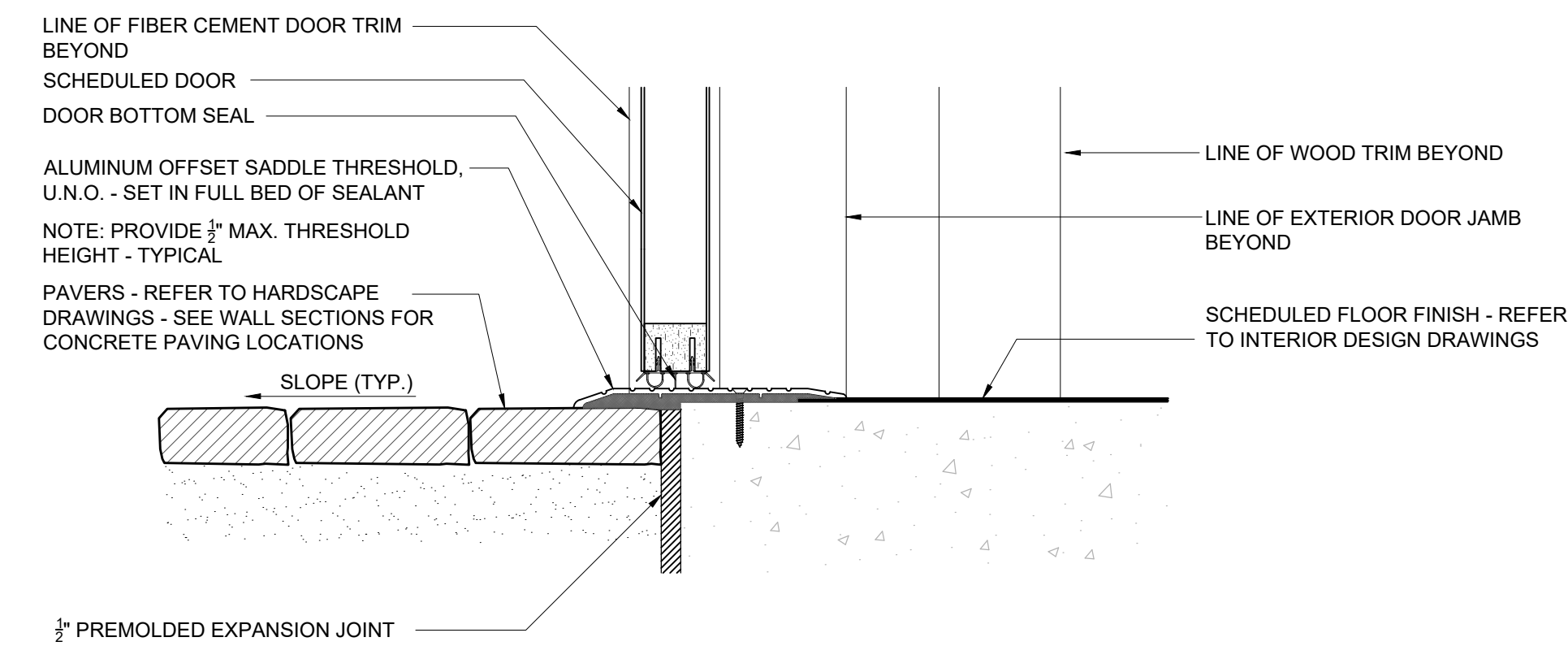
JOB NO. 25-28

A7.2.1

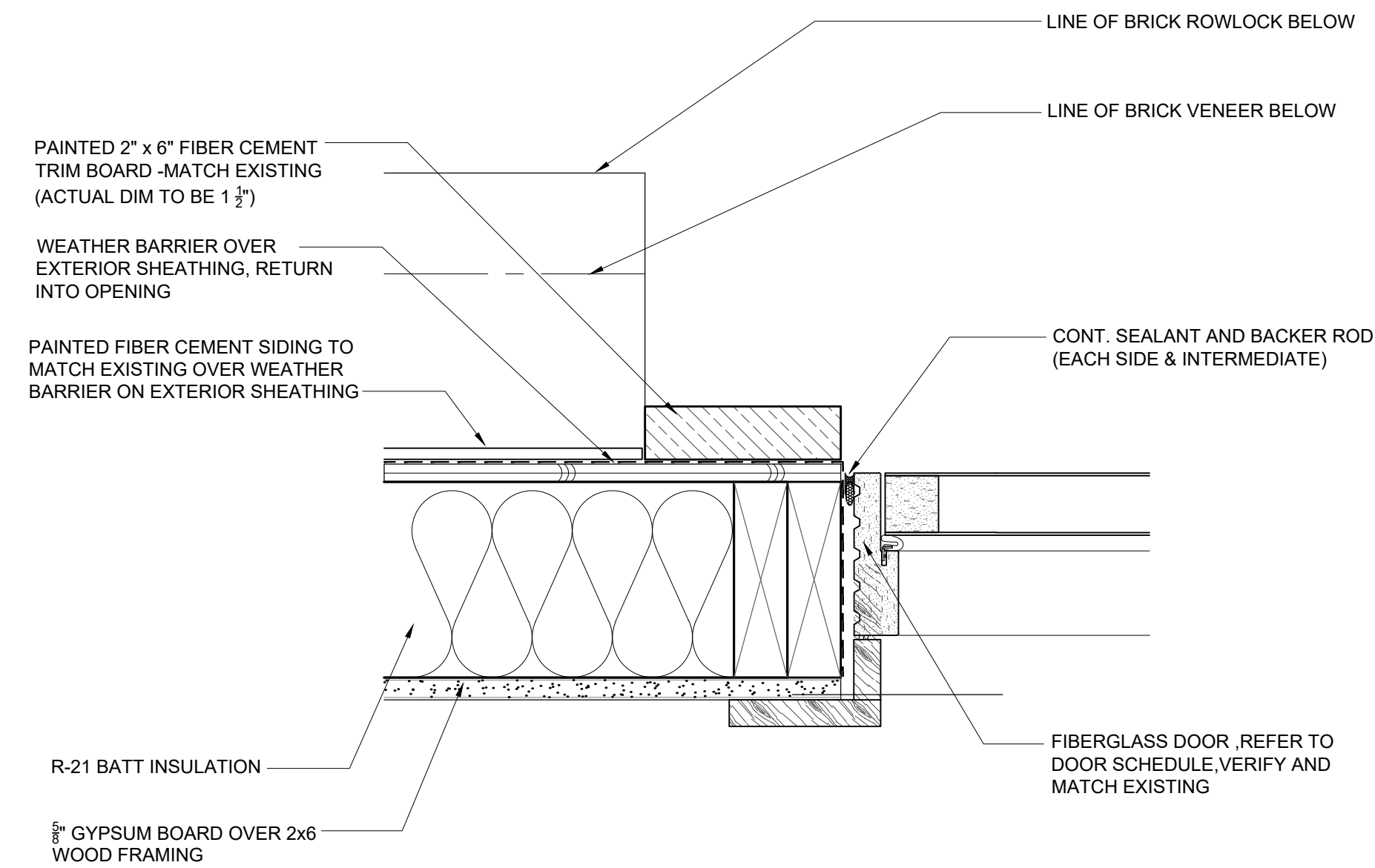
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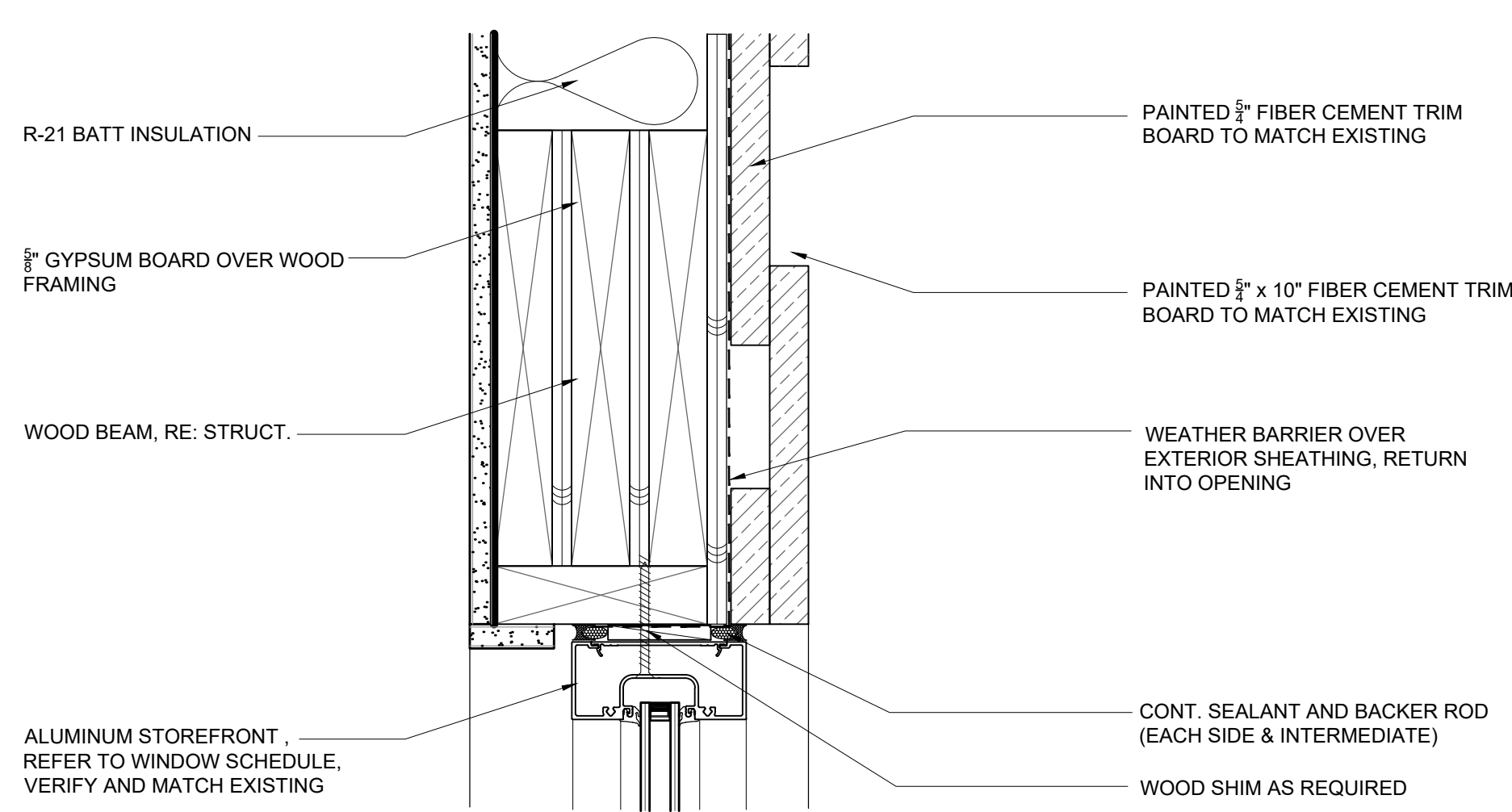
7 FIBERGLASS DOOR HEAD DETAIL
SCALE: 3" = 1'-0"



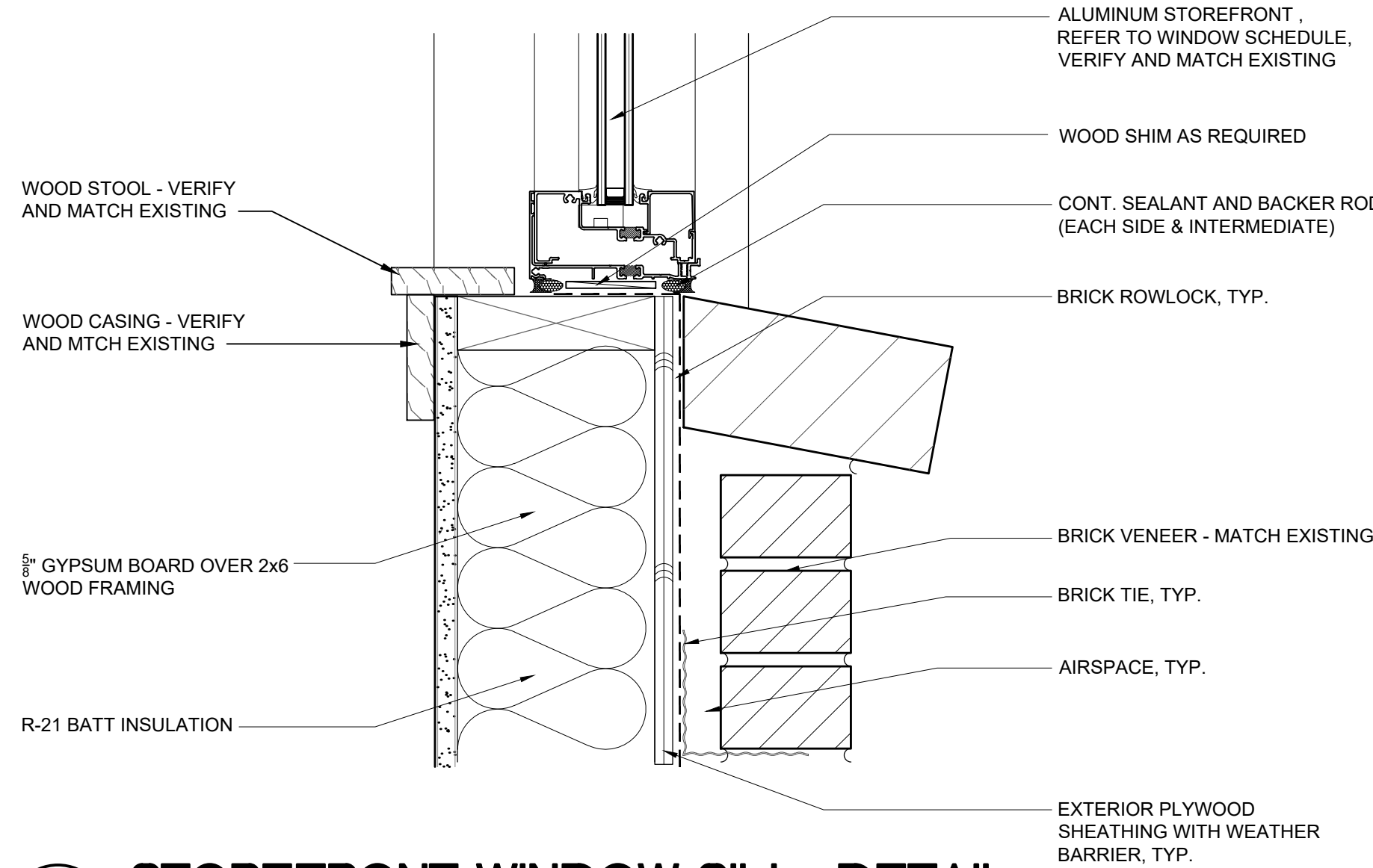
8 FIBERGLASS DOOR SILL DETAIL
SCALE: 3" = 1'-0"



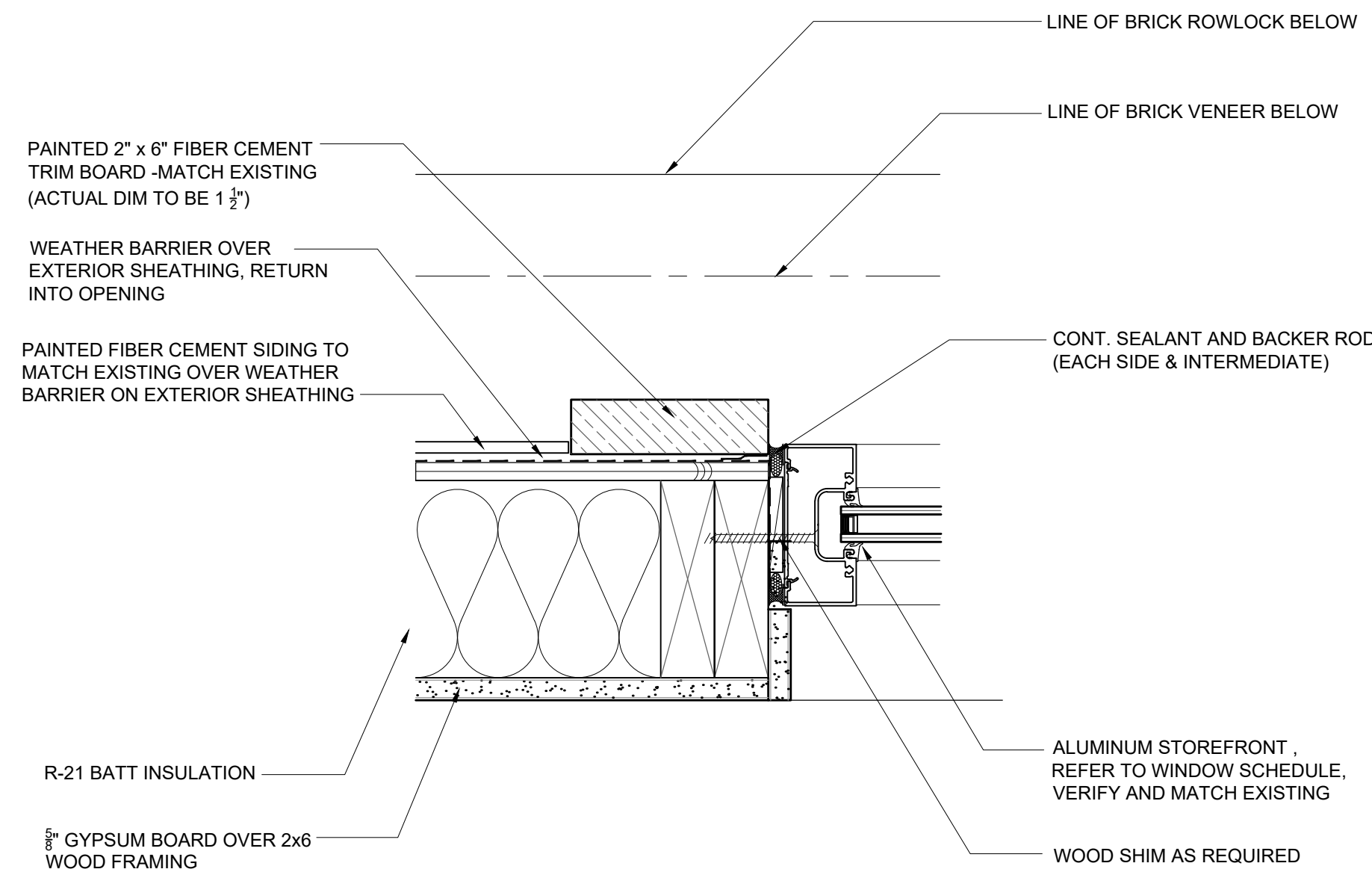
9 FIBERGLASS DOOR JAMB DETAIL
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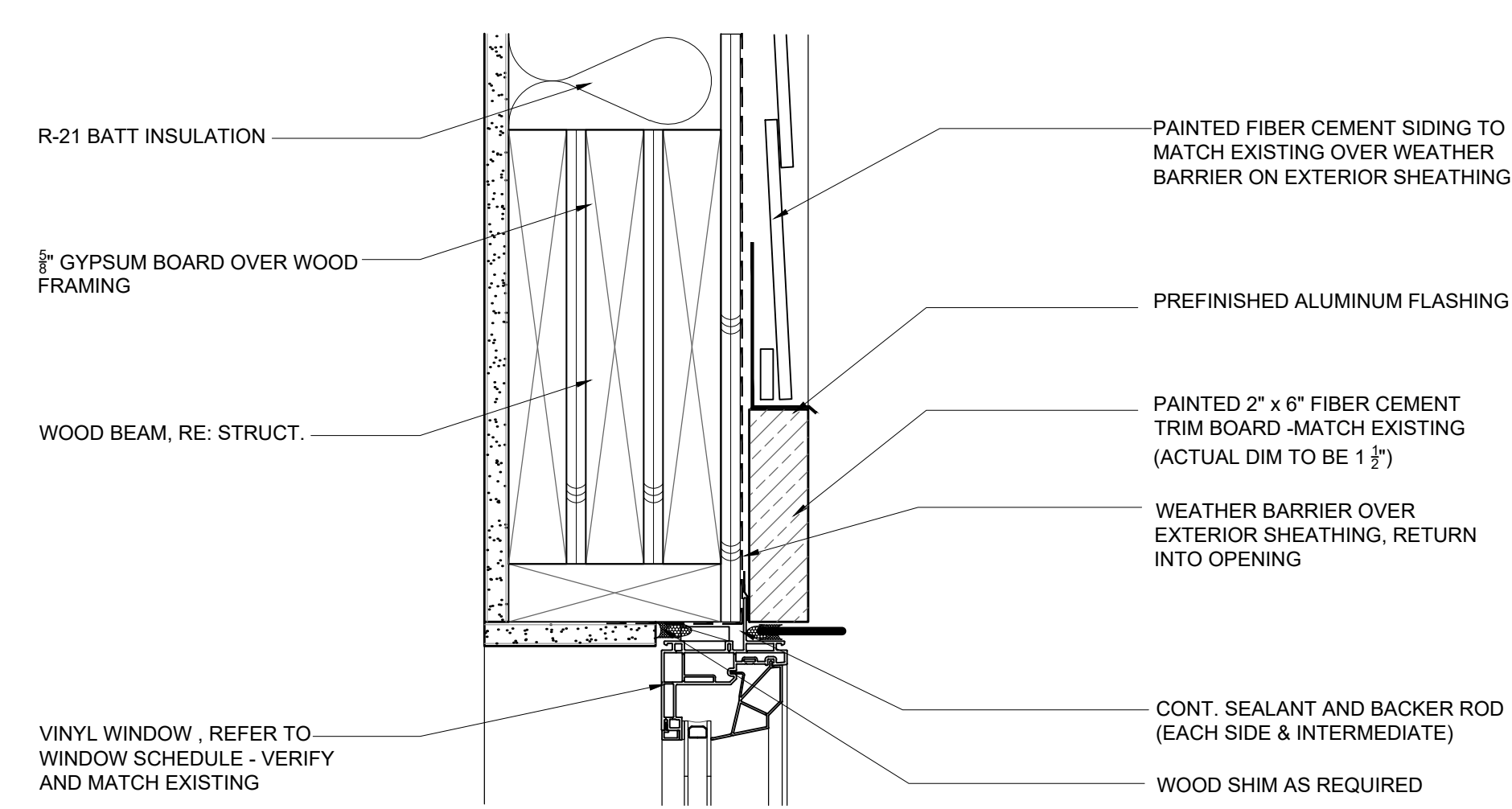
4 STOREFRONT WINDOW HEAD DETAIL
SCALE: 3" = 1'-0"



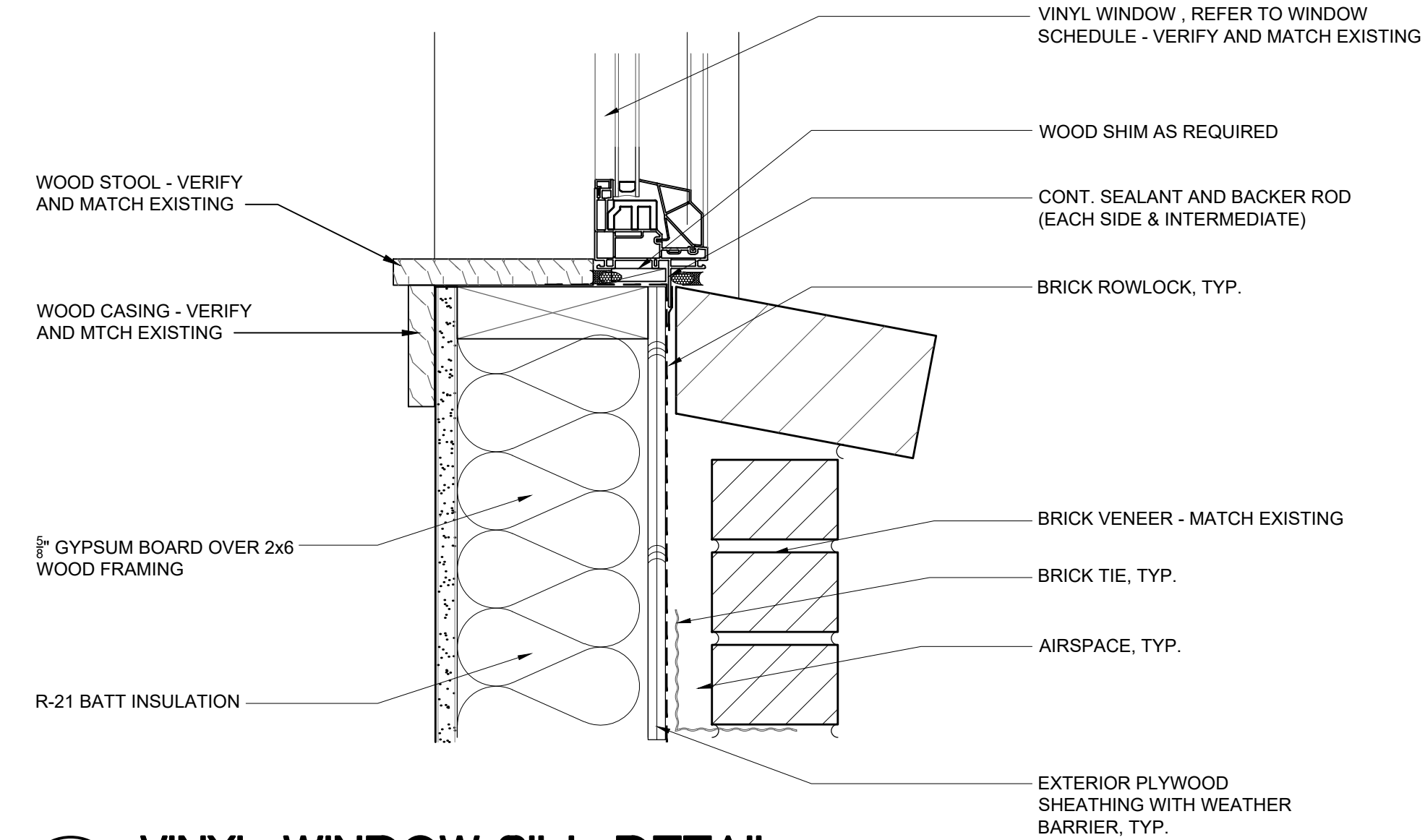
5 STOREFRONT WINDOW SILL DETAIL
SCALE: 3" = 1'-0"



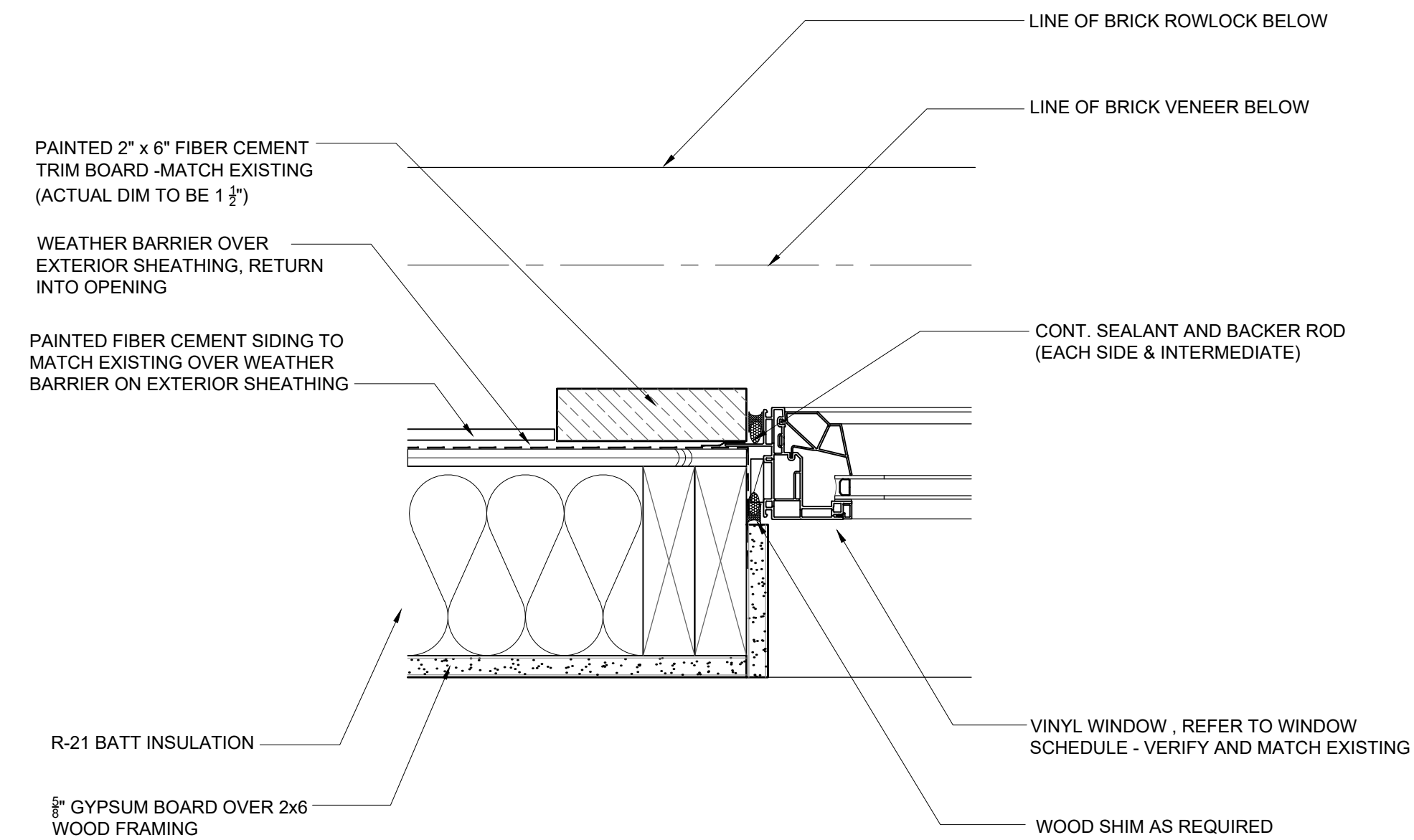
6 STOREFRONT WINDOW JAMB DETAIL
SCALE: 3" = 1'-0"



1 VINYL WINDOW HEAD DETAIL
SCALE: 3" = 1'-0"



2 VINYL WINDOW SILL DETAIL
SCALE: 3" = 1'-0"



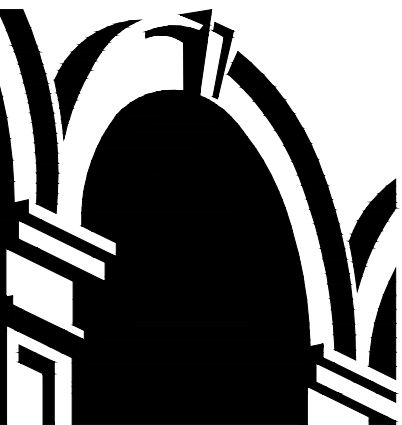
3 VINYL WINDOW JAMB DETAIL
SCALE: 3" = 1'-0"

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DOOR SCHEDULE & DETAILS



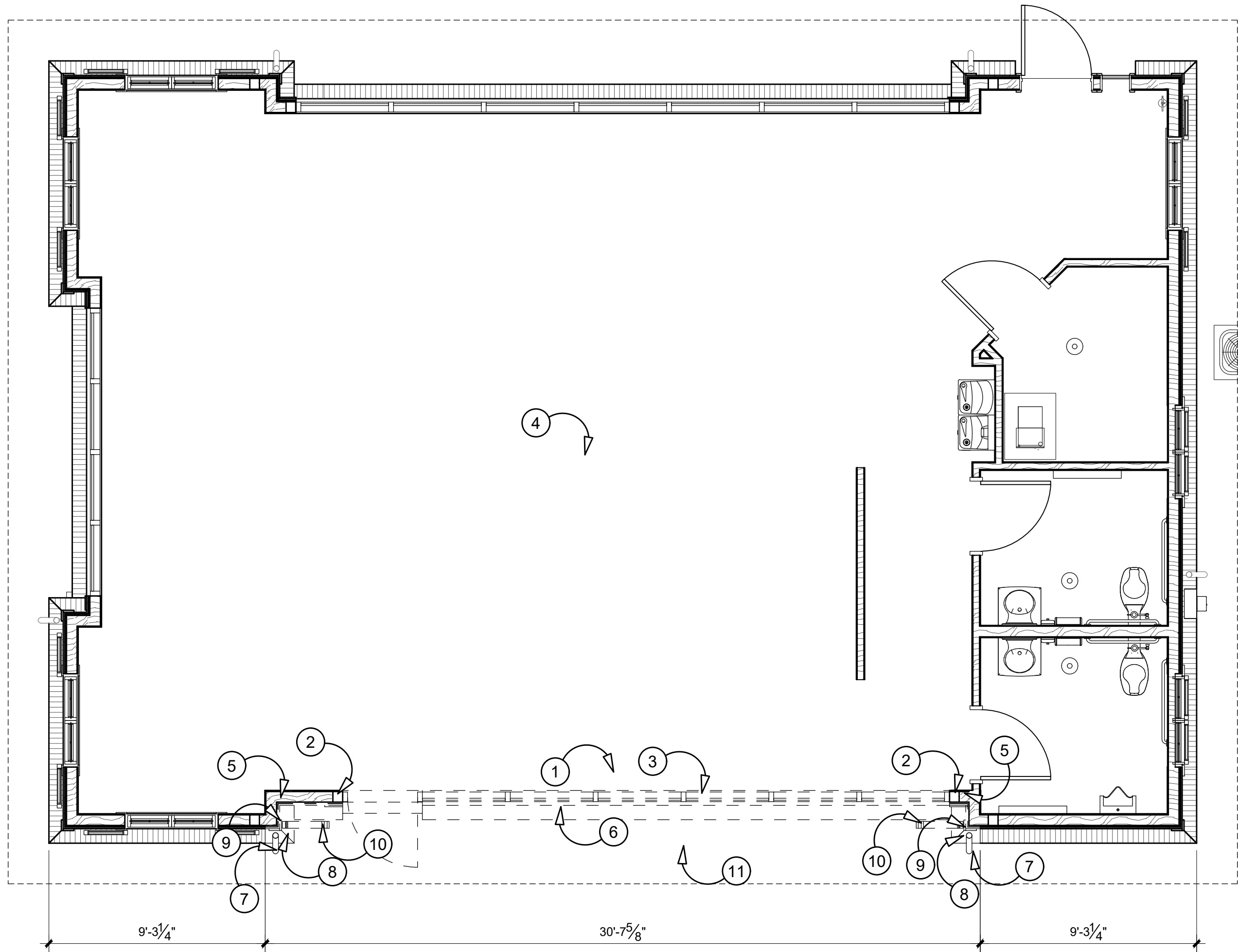
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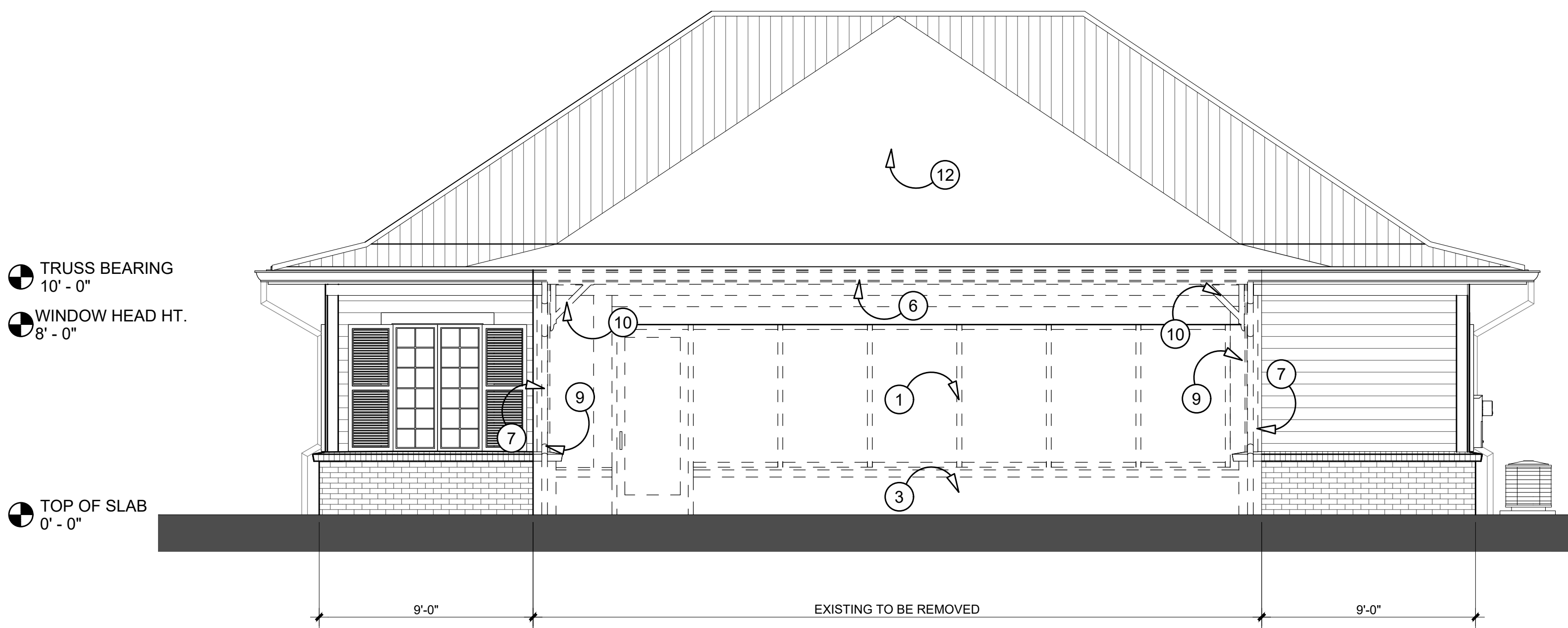
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JOB NO. 25-28

A7.2.2

REVIEW SET



1 DEMOLITION PLAN
SCALE: 1/4" = 1'-0"
NORTH



2 DEMOLITION ELEVATION
SCALE: 1/4" = 1'-0"

GENERAL NOTES:

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- IN THE EVENT OF ANY DISCREPANCIES FOUND IN THE DRAWINGS OR CONFLICTS BETWEEN THE ARCHITECTURAL DRAWINGS AND THOSE OF THE ENGINEERS, THE CONTRACTOR SHALL BE REQUIRED TO NOTIFY THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
- ALL THE DEMOLITION BELOW MAY OR MAY NOT APPLY TO THIS PARTICULAR PROJECT

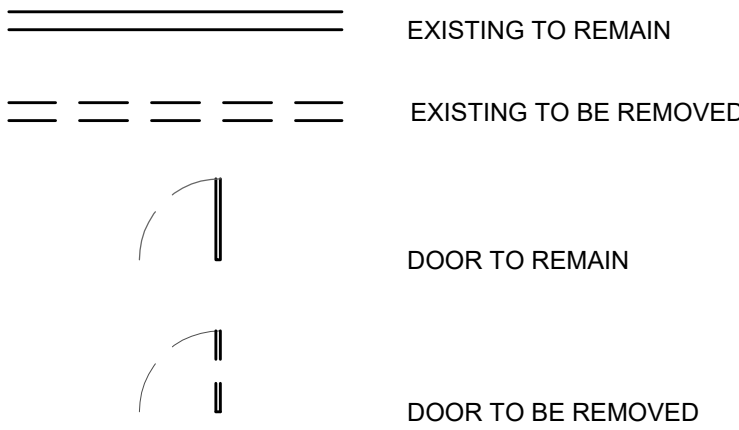
DEMOLITION GENERAL NOTES:

- THESE DRAWINGS HAVE BEEN DEVELOPED FROM EXISTING DRAWINGS AND MAY NOT REFLECT FIELD CONDITIONS. THE CONTRACTOR SHALL VERIFY THESE DRAWINGS WITH EXISTING FIELD CONDITIONS AND NOTIFY THE ARCHITECT IMMEDIATELY OF INCONSISTENCIES BETWEEN THESE DRAWINGS AND FIELD CONDITIONS BEFORE PROCEEDING WITH CONSTRUCTION.
- THE CONTRACTOR SHALL BE HELD RESPONSIBLE FOR HAVING VISITED THE SITE AND HAVING FAMILIARIZED THEMSELVES WITH ALL EXISTING CONDITIONS. ANY QUESTIONS OR DISCREPANCIES FOUND RELATING TO THE DRAWINGS SHOULD BE BROUGHT TO THE ATTENTION OF THE ARCHITECT IN WRITING PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO THE FABRICATION OF MATERIALS.
- IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE DEMOLITION PROCEDURE AND SEQUENCE TO ENSURE THE SAFETY OF THE BUILDING AND ITS COMPONENT PARTS DURING DEMOLITION. THIS INCLUDES BUT IS NOT LIMITED TO THE ADDITION OF ANY TEMPORARY BRACING, GUY WIRES, TIE DOWNS, ETC.
- PROTECT ALL UTILITIES TO REMAIN.
- PROTECT EXISTING WORK OR BUILDING ELEMENTS TO REMAIN IN PLACE, TO BE REUSED, OR TO REMAIN THE PROPERTY OF THE OWNER.
- STORE ALL EXISTING BUILDING ELEMENTS TO BE SAVED AND/OR REUSED IN A CLEAN AND DRY PLACE SAFE FROM DAMAGE
- EXISTING FIRE ALARM SYSTEM SHALL BE MAINTAINED DURING CONSTRUCTION. CONTRACTOR SHALL NOT COMPROMISE THE SYSTEM DURING THE COURSE OF CONSTRUCTION.
- MAINTAIN ALL FIRE PROTECTION SYSTEMS DURING CONSTRUCTION.
- WHERE EXISTING CONDITIONS ARE REMOVED, PATCH OR REPAIR SURROUNDING AREAS TO MATCH ADJACENT SURFACES U.O.N. (SUBMIT FINISH MATERIALS TO ARCHITECT AND OWNER FOR REVIEW APPROVAL).
- THE CONTRACTOR SHALL REPLACE OR REPAIR ANY EXISTING FINISHES TO REMAIN WHICH ARE DAMAGED DURING DEMOLITION (I.E. CEILING GRID, CEILING TILE, WALL COVERING, FLOOR COVERING, ETC.)
- CONTRACTOR SHALL REINFORCE AND BRACE EXISTING STRUCTURAL CONDITIONS AND BUILDING ELEMENTS PRIOR TO REMOVAL OR MODIFICATION OF ANY STRUCTURAL CONDITION AND/OR ELEMENT. PROVIDE ADEQUATE SUPPORT/BRACING ALONG EQUIPMENT INSTALLATION PATH AS NECESSARY. PROVIDE BRACING AND SUPPORT SHOP DRAWINGS SIGNED AND SEALED BY AN ENGINEER LICENSED IN THE STATE OF THE PROJECT FOR REVIEW.
- ESTABLISH PROCEDURES AND EXECUTE OPERATIONS TO PROVIDE CONTINUOUS SECURITY FOR ALL JOB SITE AND PROJECT LOCATIONS.
- THE CONTRACTOR SHALL VERIFY THAT EXIT EGRESS IS MAINTAINED FOR ALL OCCUPIED AREAS OF THE BUILDING THROUGHOUT CONSTRUCTION.
- MAINTAIN ALL REQUIRED EXITS DURING CONSTRUCTION. PROVIDE PROTECTION AND SEPARATION FOR EXITS AS NECESSARY AND AS DIRECTED BY THE OWNER.
- PROTECT EXISTING DOORS TO REMAIN FROM DAMAGE. ADJUST THRESHOLD HEIGHTS/PROVIDE NEW THRESHOLDS AS NECESSARY. MAINTAIN EXISTING SMOKE/FIRE RATINGS. PROVIDE NEW SMOKE GASKETS AND SWEEPS (AND/OR HARDWARE) AS NECESSARY TO MAINTAIN FULL RATING AND FUNCTIONALITY.
- ALL HOLES IN FLOORS OR WALLS AS A RESULT OF DEMOLITION SHOULD BE FILLED AND SEALED TO MAINTAIN EXISTING FIRE AND SMOKE RATINGS OF FLOOR OR WALL SYSTEMS ACCORDING TO APPROVED UL DESIGN NO. SPECIFICATIONS AND DETAILS - MATCH EXISTING BUILDING FIRE RATED SYSTEMS. MAINTAIN ALL EXISTING FIRE AND/OR SMOKE RATED ASSEMBLIES.
- THE INTEGRITY OF EXISTING RATED FLOOR, WALL, BARRIER, AND ROOF ASSEMBLIES THAT ARE TO REMAIN SHALL BE MAINTAINED THROUGHOUT ALL PHASES OF CONSTRUCTION (NOTE: AS APPLICABLE CONTACT ARCHITECT TO VERIFY TESTED ASSEMBLIES TO BE USED FOR REPAIRS).
- THE CONTRACTOR SHALL ISOLATE CONSTRUCTION AREA FROM ALL SURROUNDING SPACES. AT A MINIMUM, POLY PLASTIC SHEETS WITH ZIPPERS AT ALL PERIMETER EDGES AND PENETRATIONS SEALED BY DUCT TAPE SHALL BE INSTALLED DURING CONSTRUCTION.
- PROVIDE A WALK OFF RENEWABLE MAT AT ALL ENTRANCES TO THE CONSTRUCTION AREA DURING CONSTRUCTION. MAINTAIN MAT FOR REMOVAL OF DUST/DEBRIS DURING ALL PHASES OF CONSTRUCTION.
- DEBRIS RESULTING FROM DEMOLITION AND CONSTRUCTION SHALL BE REMOVED FROM THE CONSTRUCTION SITE ON A DAILY BASIS TO A WASTE AREA PROVIDED BY THE CONTRACTOR.

KEY NOTES:

- REMOVE EXISTING STORGEFRONTWINDOW AND DOOR SYSTEM IN ITS ENTIRETY. STORE IN A COOL AND DRY PLACE FOR FUTURE REUSE OR DISPOSE AS DIRECTED BY OWNER.
- EXISTING COLUMN TO REMAIN - RE:STRUCTURE
- REMOVE EXISTING WALL IN ITS ENTIRITY DOWN TO TOP OF CONCRETE SLAB. THIS INCLUDES CMU MAIN STRUCTURE ALONG WITH GYPSUM BOARD AND FURRING ON THE INTERIOR AND THE BRICK VENEER ON THE EXTERIOR.
- REMOVE EXISTING FINISH FLOORING, BASE, AND ALL ASSOCIATED ADHESIVES, MASTICS, MORTAR, GROUT, SELF LEVELING COMPOUND, ETC TO EXISTING STRUCTURAL SLAB AS NECESSARY TO FACILITATE NEW CONSTRUCTION. PREP FLOOR SLAB FOR INSTALLATION OF NEW MATERIALS AS SCHEDULED AND TO PROVIDE A LEVEL FLOORING SURFACE.
- PROTECT EXISTING WALL TO REMAIN. PATCH/REPAIR AS NECESSARY TO MATCH ADJACENT FINISHES AND TO FACILITATE NEW CONSTRUCTION AND FINISH.
- REMOVE EXTERIOR MATERIAL ABOVE REMOVED WINDOW OPENING TO FACE OF EXISTING BEAM UP TO BOTTOM OF TRUSSES
- REMOVE EXISTING DOWNSPOUT - PATCH GUTTER WHER DOWNSPOUT HOLE PREVIOUS WAS.
- REMOVE EXISTING BRICK VENEER TO LIMITS AS INDICATED. REPLACE EXTERIOR SHEATHING WITH GYPSUM BOARD.
- REMOVE EXISTING SIDING TO THE LIMITS AS INDICATED.
- REMOVE EXISTING WALL BRACKETS - CARE TO BE TAKEN WHEN REMOVING SO THEY MAY BE REUSED IF POSSIBLE.
- REMOVE EXISTING EXTERIOR SOFFIT MATERIAL & FRAMING ALONG WITH THE GUTTERS TO THE EXTENT AS SHOWN THIS ALSO INCLUDES ANY LIGHTS IN THE SOFFIT THAT NEEDS TO BE STORED FOR POSSIBLE REUSE.
- REMOVE EXISTING STANDING SEAM METAL ROOF PANELS. CARE NEEDS TO BE TAKEN TO PROTECT EXISTING ROOF PANELS TO REMAIN AND ONES THAT ARE TO BE REMOVED IN CASE PANELS CAN BE REUSED.

LEGEND:



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BANNON LAKES
St. Johns County, FL
FITNESS CENTER
DEMOLITION PLAN

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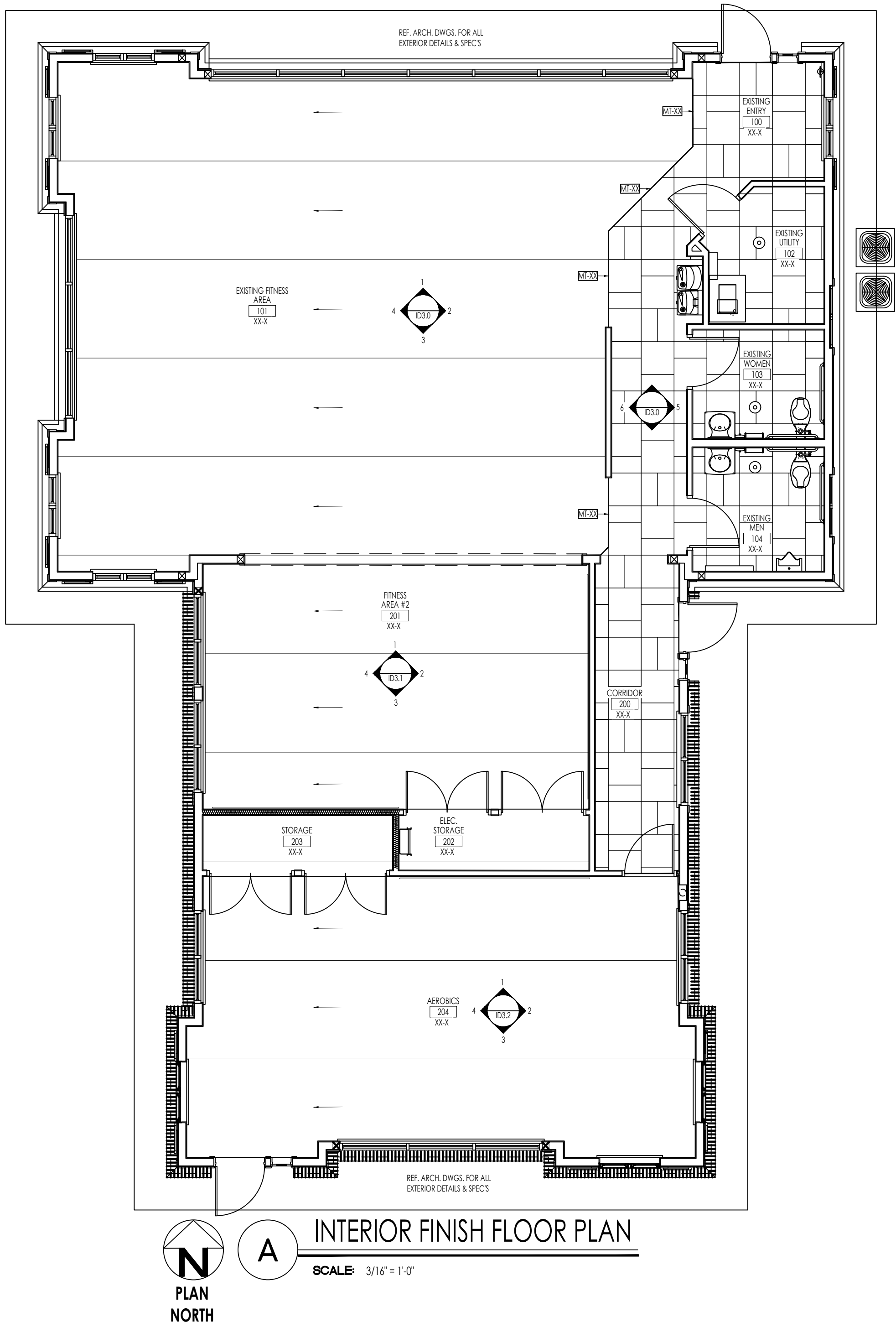
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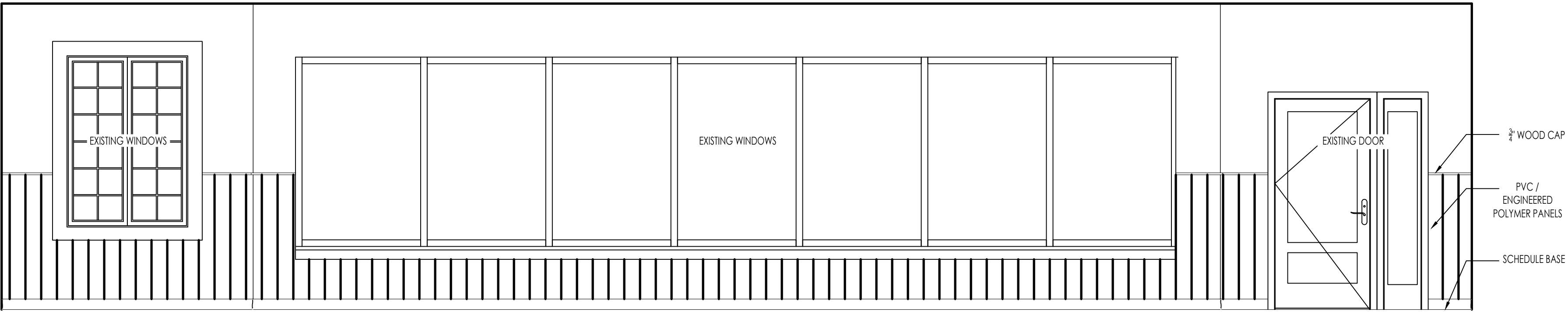
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INTERIOR FINISH FLOOR PLAN, LEGENDS & SCHEDULES

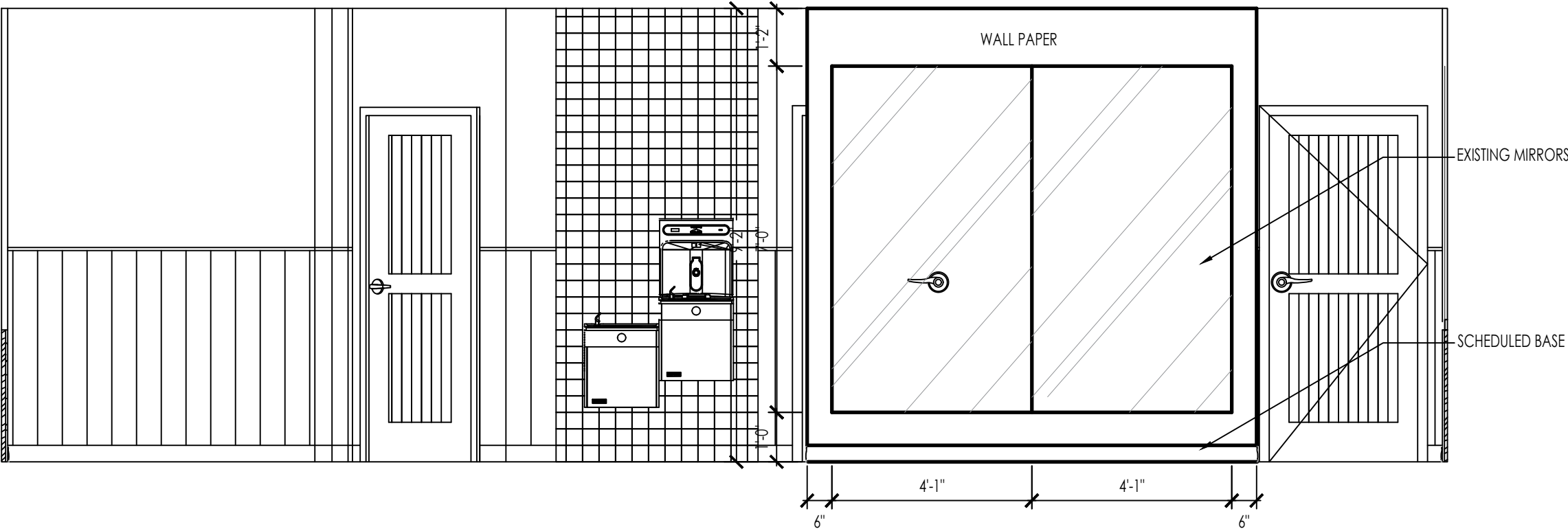


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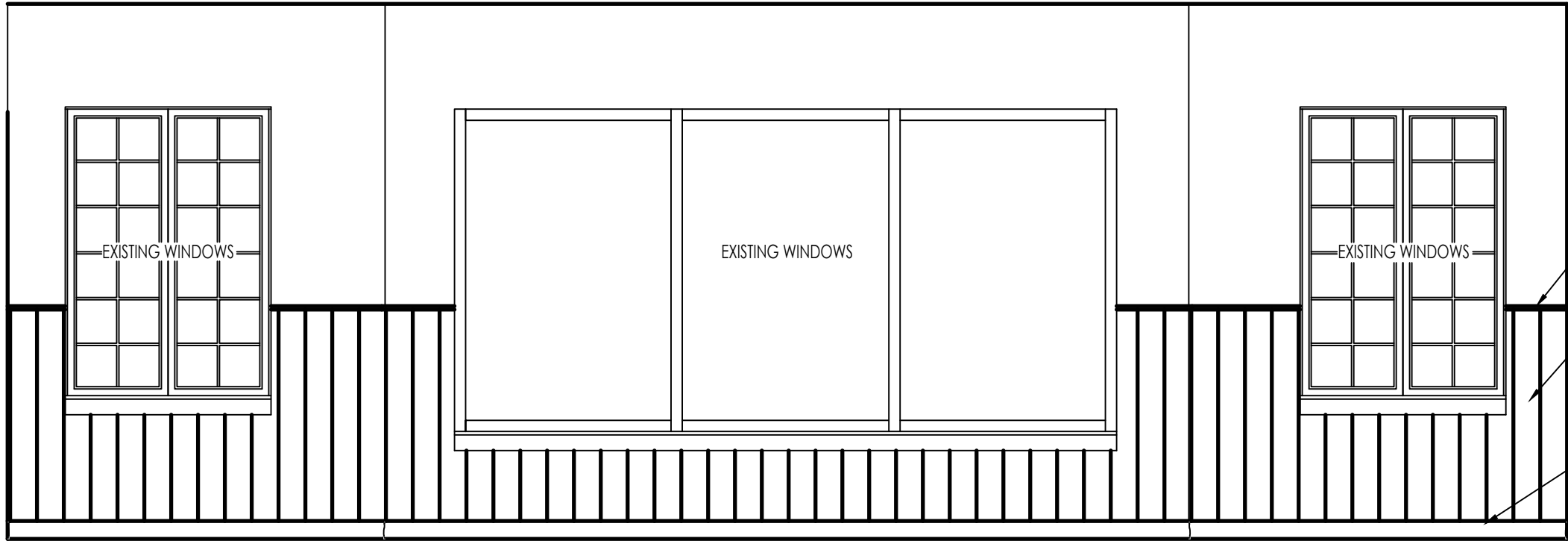
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SCALE: 3/8" = 1'-0"



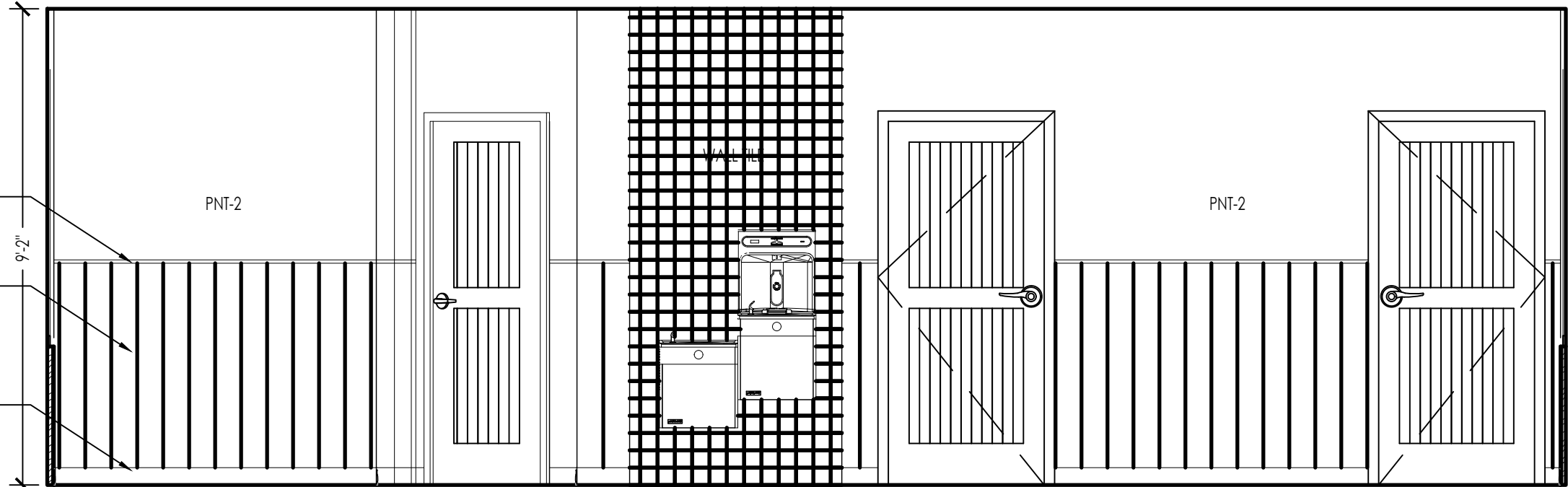
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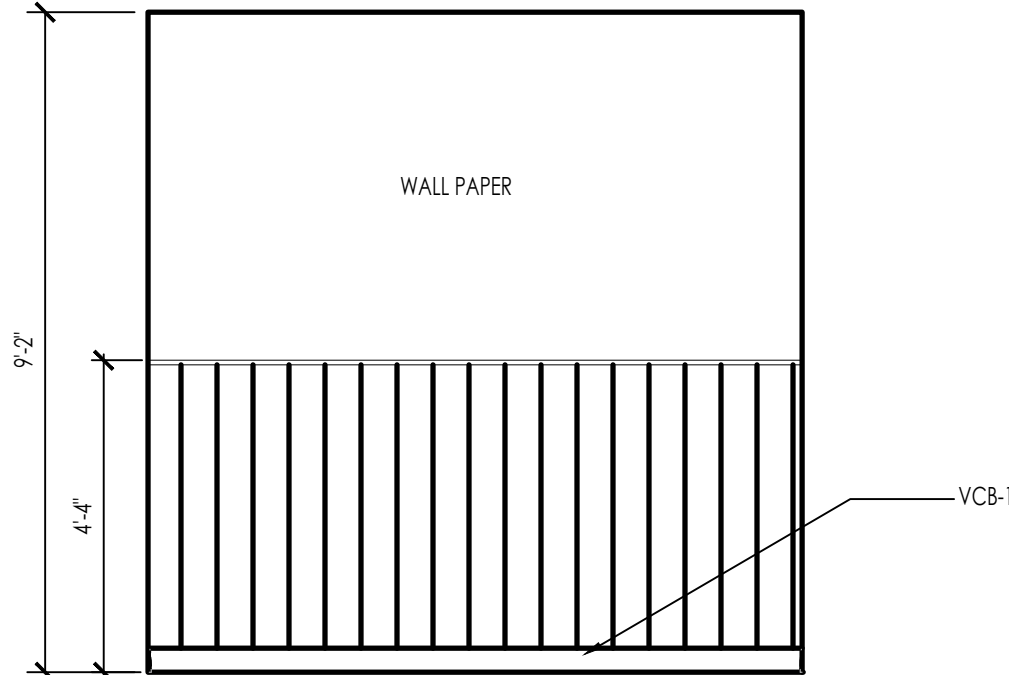
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SCALE: 3/8" = 1'-0"



4 EXISTING FITNESS
SCALE: 3/8" = 1'-0"



5 EXISTING ENTRY
SCALE: 3/8" = 1'-0"



6 EXISTING ENTRY
SCALE: 3/8" = 1'-0"

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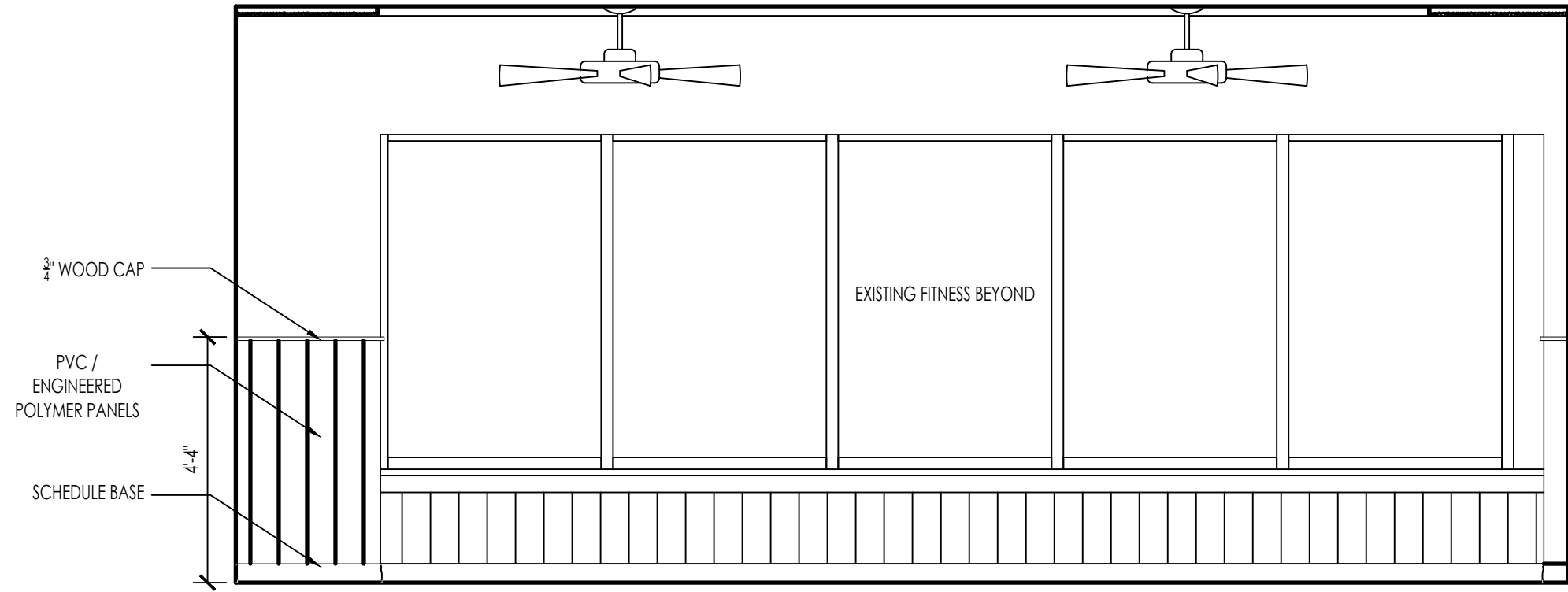


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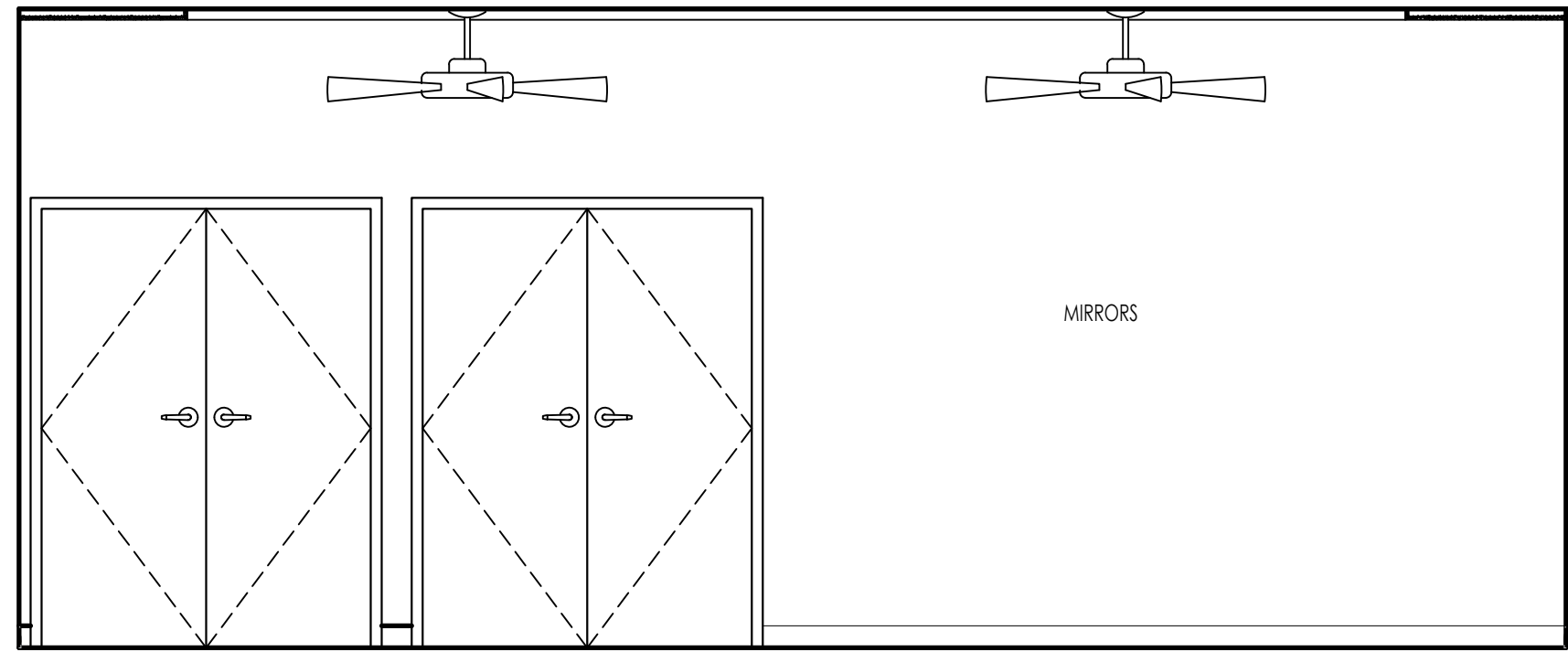


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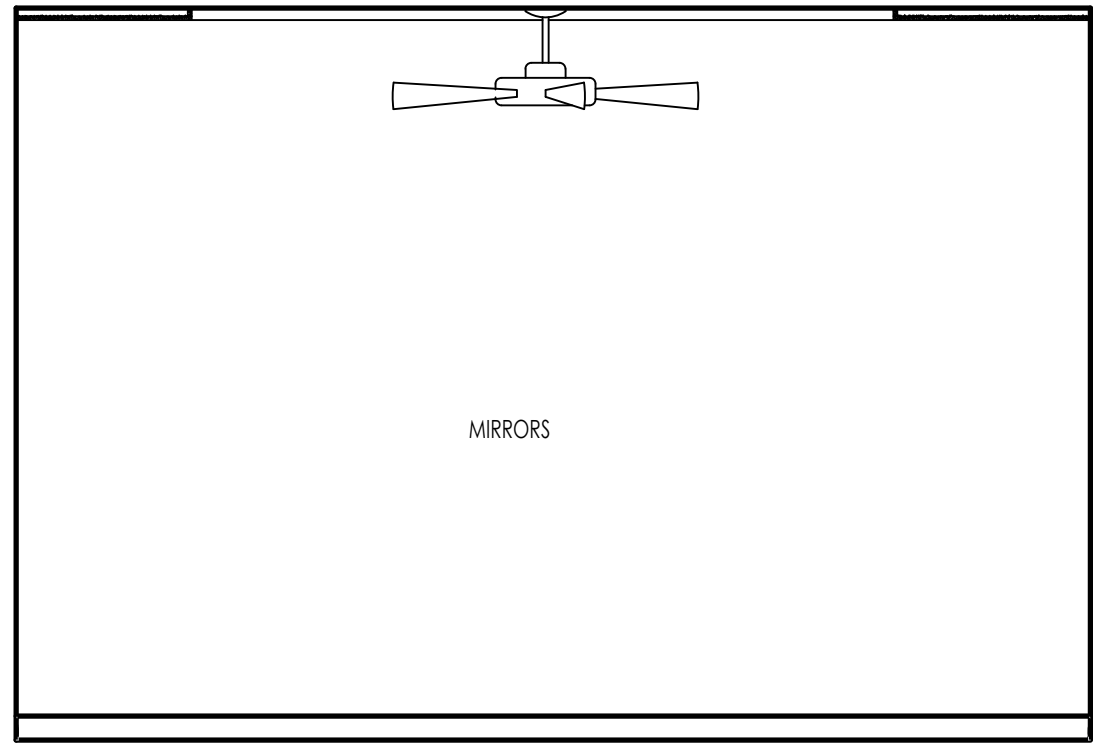
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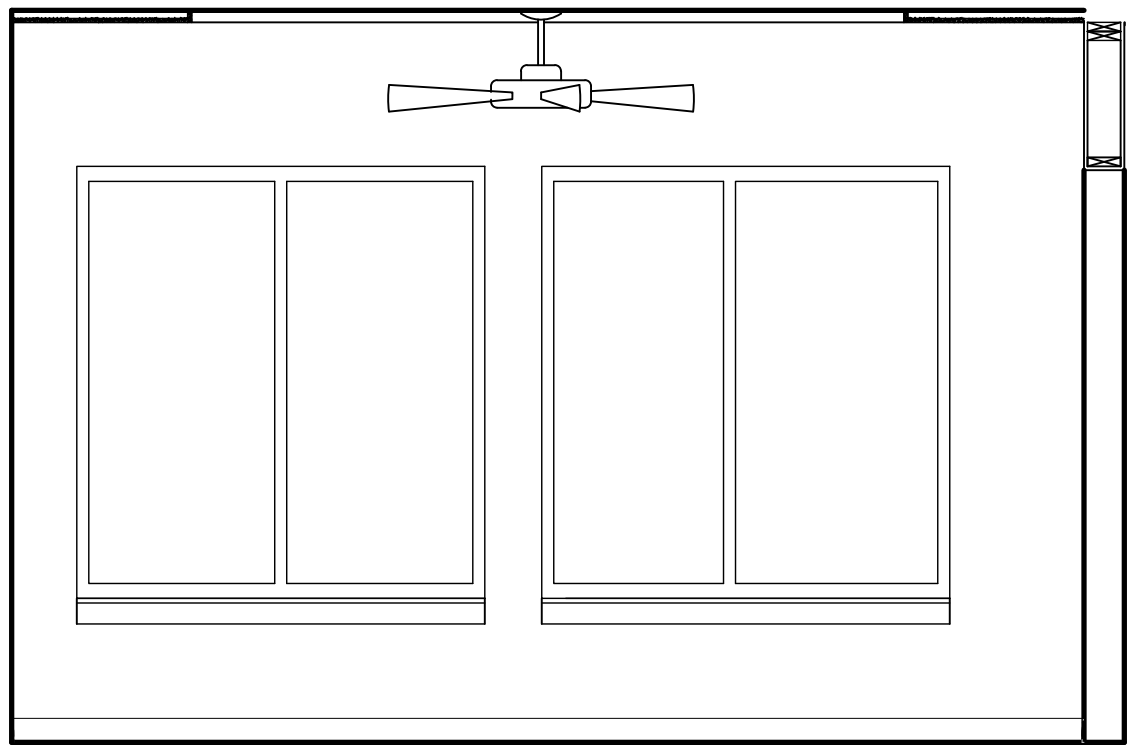
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SCALE: 3/8" = 1'-0"



3 FITNESS AREA #2
SCALE: 3/8" = 1'-0"



2 FITNESS AREA #2
SCALE: 3/8" = 1'-0"



4 FITNESS AREA #2
SCALE: 3/8" = 1'-0"

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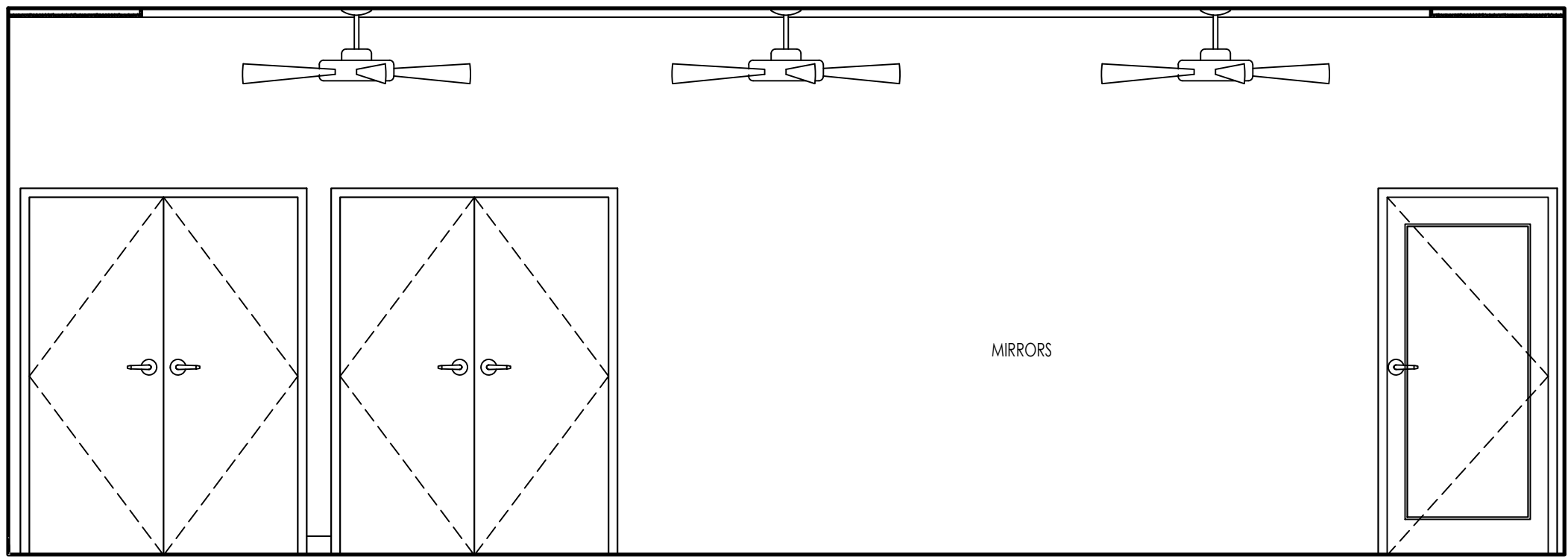
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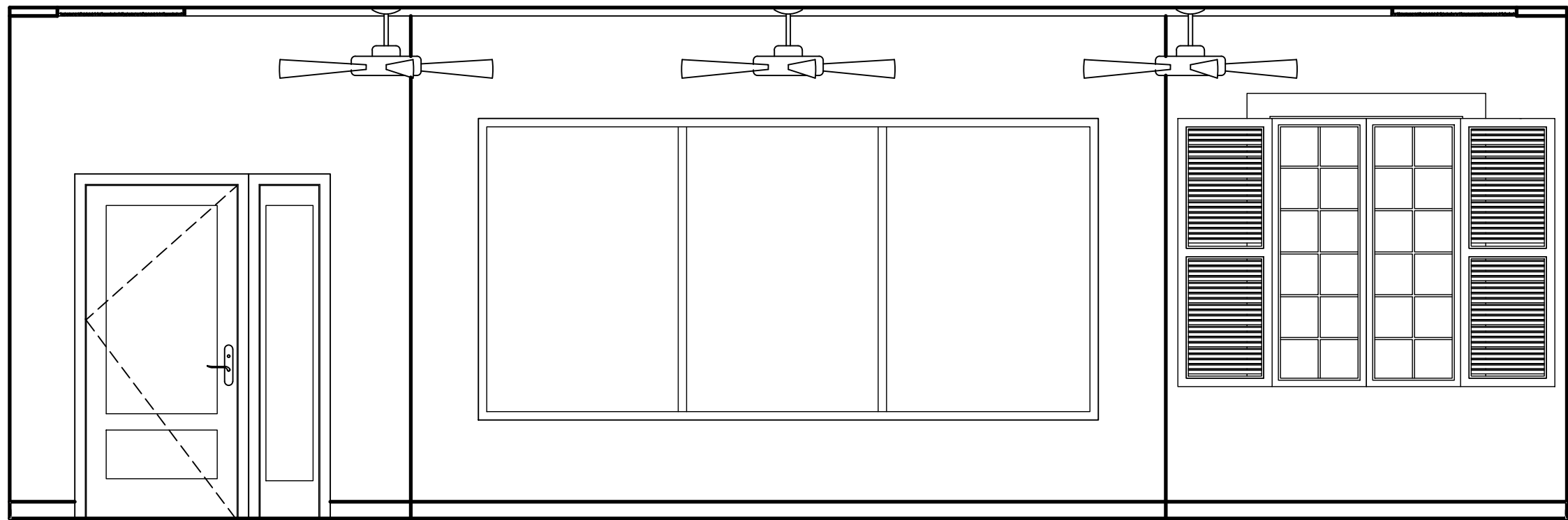
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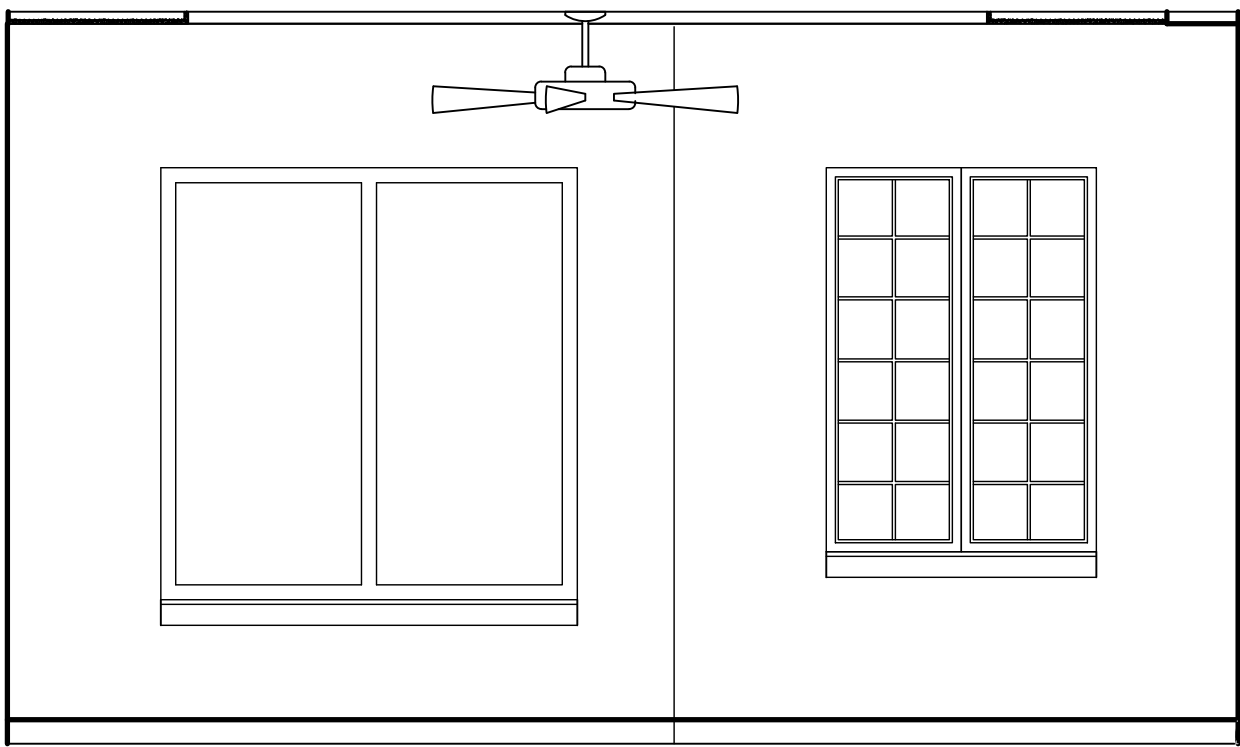
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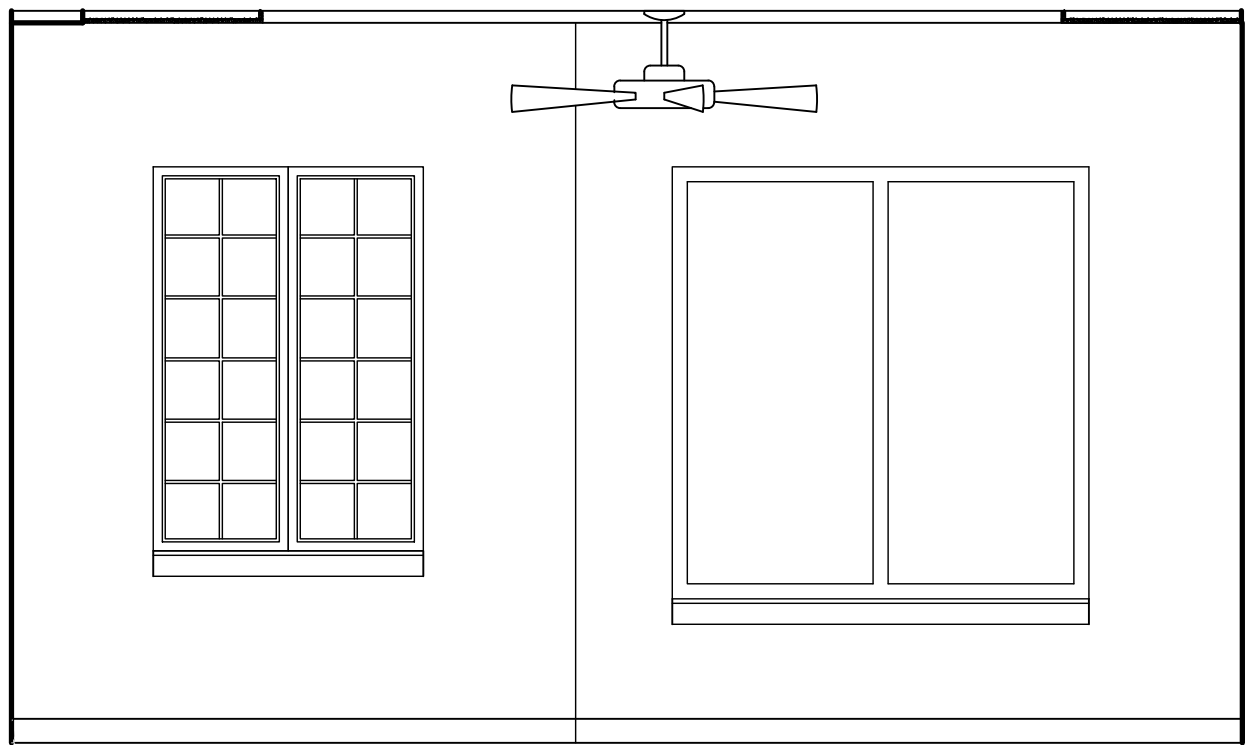
1 AEROBICS
SCALE: 3/8" = 1'-0"



3 AEROBICS
SCALE: 3/8" = 1'-0"



2 AEROBICS
SCALE: 3/8" = 1'-0"



4 AEROBICS
SCALE: 3/8" = 1'-0"

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1

MIRROR SECTION

SCALE: 1" = 1'-0"

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REVIEW SET

DESIGN CRITERIA

THE STRUCTURE IS DESIGNED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 8TH EDITION. REFERENCE TO OTHER STANDARD SPECIFICATIONS OR CODES SHALL MEAN THE LATEST PUBLICATION.

FOUNDATIONS ARE DESIGNED FOR AN ASSUMED ALLOWABLE BEARING PRESSURE OF 2,000 PSF.

SUPERIMPOSED LIVE LOADS:
ROOFS AND CANOPIES: (REDUCIBLE) 20 PSF

WIND LOADS:
ULTIMATE WIND SPEED 130 MPH
NOMINAL WIND SPEED 101 MPH
MEAN ROOF HEIGHT 16 FT
RISK CATEGORY II
WIND EXPOSURE C
ENCLOSURE CLASSIFICATION ENCLOSED
INTERNAL PRESSURE COEFFICIENT ± 0.18
DIRECTIONALITY FACTOR (Kd) 0.85
SHAPE FACTORS PER CODE

THIS BUILDING IS NOT LOCATED IN THE WIND BORNE DEBRIS REGION. IMPACT RESISTANT GLAZING IS NOT REQUIRED.

CONCRETE

ALL CONCRETE PROPORTIONING, MIXING, TRANSPORTATION, PLACING, AND CURING SHALL CONFORM TO ACI 301.

ALL CONCRETE SHALL BE LABORATORY DESIGNED AND CONTROLLED TO MEET THE REQUIREMENTS OF ACI 318 AND THE PROJECT'S DESIGN BUILDING CODE.

USE OF CALCIUM CHLORIDE, CHLORIDE IONS, OR OTHER SALTS IS CONCRETE IS PROHIBITED.

CONCRETE SHALL CONFORM TO THE FOLLOWING:			
F _c @ 28 DAYS	TYPE AGGREGATE	LOCATION	W/C RATIO (MAX)
4,000	NORMAL WEIGHT	SLAB-ON-GRADE	0.50
3,000	NORMAL WEIGHT	ALL OTHER CONCRETE	0.55

THE AIR CONTENT IN ALL CONCRETE EXPOSED TO WEATHER SHALL BE BETWEEN 1% & 4%.

CONCRETE PROTECTION FOR REINFORCEMENT SHALL BE AS NOTED BELOW, OR PER LATEST ACI 318 FOR CONDITIONS OTHER THAN THOSE LISTED:

CONCRETE CAST AGAINST EARTH.....	3"
BEAMS AND COLUMNS.....	1 1/2"
SLABS ON GRADE.....	2" FROM TOP
FORMED CONCRETE EXPOSED TO EARTH OR WEATHER.....	2"
SLABS & WALLS NOT EXPOSED TO EARTH OR WEATHER.....	1"

CHAMFER ALL EXPOSED CORNER 3/4" MINIMUM.

ALL HOOKS CALLED FOR IN STRUCTURAL DRAWINGS SHALL BE ACI STANDARD HOOKS, UNO.

REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60 UNO.

ALL WELDED WIRE MESH SHALL CONFORM TO ASTM A185. LAP TWO SQUARES AT SPLICES.

DO NOT WELD REINFORCING STEEL UNLESS APPROVED IN WRITING BY THE STRUCTURAL ENGINEER.

TIE ALL REINFORCING STEEL AND EMBEDS SECURELY IN PLACE PRIOR TO PLACING CONCRETE. THE CONTRACTOR SHALL PROVIDE SUPPORTS TO MAINTAIN THE REQUIRED REINFORCING POSITION. "WET STICKING" DOWELS INTO CONCRETE IS NOT PERMITTED.

THE CONTRACTOR SHALL COMPARE THE STRUCTURAL PLANS AND DETAILS WITH THE ARCHITECTURAL PLANS AND DETAILS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO THE COMMENCEMENT OF SHOP DRAWINGS.

THE CONTRACTOR SHALL PROVIDE AN ALLOWANCE OF 1% OF TOTAL REINFORCING STEEL FOR THE PROJECT TO BE FABRICATED AND PLACED DURING CONSTRUCTION AT THE DIRECTION OF THE STRUCTURAL ENGINEER. IN ADDITION TO THE REINFORCING STEEL REQUIRED BY THE STRUCTURAL DRAWINGS. THE OWNER SHALL RECEIVE CREDIT FOR ANY UNUSED QUANTITY AT THE END OF THE PROJECT.

ALL REINFORCING SHALL HAVE AN ACI CLASS B SPLICE AT BAR LAPS.

FOUNDATIONS

A GEOTECHNICAL ENGINEER REGISTERED IN THE STATE OF THE PROJECT SHALL INSPECT AND ASSURE THE ADEQUACY OF ALL SUBGRADES, FILLS, AND BACKFILLS BEFORE PLACEMENT OF FOUNDATIONS, FOOTINGS, SLABS, ETC. WRITTEN ACCEPTANCE OF THE WORK INSPECTED AND VERIFICATION OF ASSUMED SOIL BEARING PRESSURE SHALL BE SUBMITTED TO THE ARCHITECT AND STRUCTURAL ENGINEER.

WHERE FOOTING STEPS ARE REQUIRED, THE STEPS SHALL BE NO STEEPER THAN ONE VERTICAL TO TWO HORIZONTAL. UNO ON PLAN. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING THE REQUIRED FOOTING STEP LOCATIONS.

DEFERRED SUBMITTALS

THE FOLLOWING ITEMS ARE CONSIDERED DEFERRED SUBMITTALS AND SHALL BE SUBMITTED TO THE ENGINEER OF RECORD:

- PRE-ENGINEERED TRUSS SYSTEM
- METAL FABRICATIONS
- ROOF TOP EQUIPMENT AND ANCHORAGES

ALL DEFERRED DESIGN SUBMITTALS, SHOP DRAWINGS AND CALCULATIONS PROVIDED BY OTHERS AND SUBMITTED FOR REVIEW SHALL BE SIGNED AND SEALED BY AN ENGINEER REGISTERED IN THE STATE OF THE PROJECT.

DEFERRED SUBMITTALS NOT LISTED WILL NOT BE REVIEWED BY THE ENGINEER OF RECORD AND SHALL BE SUBMITTED TO THE BUILDING OFFICIAL.

WOOD

CLIPS, CONNECTIONS, HANGERS, HOLD-DOWNS, ETC. SHOWN ON THESE DRAWINGS ARE SIMPSON STRONG-TIE CONNECTORS, UNO. FASTENERS OF OTHER MANUFACTURERS MAY BE SUBSTITUTED PROVIDED THE LOAD VALUES OF THE SUBSTITUTED FASTENER FOR GROUP II WOOD SPECIES EQUALS OR EXCEEDS THE SPECIFIED FASTENER.

NAILING OF ALL MEMBERS SHALL BE IN ACCORDANCE WITH THE BUILDING CODE. SEE CODE FOR TABLE.

ALL SLEEPERS AND SILLS SHALL BE MADE OF PRESSURE TREATED WOOD.

AT OPENINGS 6" OR LESS PROVIDE ONE STUD UNDER HEADER. AT OPENINGS OVER 6" PROVIDE 2 STUDS UNDER HEADER. STUDS FULL HEIGHT EACH SIDE OF EXTERIOR OPENINGS SHALL EQUAL ONE HALF THE NUMBER OF STUDS INTERRUPTED BY THE OPENING ROUNDED UP (I.E. IF 5 STUDS ARE INTERRUPTED BY THE OPENING PROVIDE 3 FULL HEIGHT STUDS EACH SIDE OF THE OPENING IN ADDITION TO THE STUDS UNDER THE HEADER).

AT OPENINGS, PROVIDE 1-LSTA12 SIMPSON STRAP TO STUDS EACH END OF HEADERS PROVIDE 2 HEADER STRAPS AT OPENINGS 6" AND GREATER. MOVE REQUIRED (SEE SCHED) FLOOR TO FLOOR STRAPS BENEATH OPENING TO EACH SIDE OF OPENING (ONE HALF EACH SIDE). ALSO, PROVIDE LTT20 FOUNDATION HOLDDOWN TO STUDS EACH SIDE OF OPENINGS 6" AND GREATER.

SILL PLATE BOLT AND ANCHOR BOLT WASHERS SHALL BE 1/8"x2"x2" AT BEARING LOCATIONS WITH UPLIFT.

ROOF SHEATHING SHALL BE 5/8" MINIMUM APA RATED SHEATHING, EXPOSURE 1 WITH 40/20 SPAN RATING.

WALL SHEATHING SHALL BE 7/16" MINIMUM APA RATED SHEATHING, EXPOSURE 1 WITH 24/16 SPAN RATING. SHEATHING MAY BE ORIENTED VERTICALLY OR HORIZONTALLY FOR FLEXIBLE WALL FINISHES. SHEATHING MUST BE ORIENTED HORIZONTALLY FOR BRITTLE WALL FINISHES (STUCCO) UNLESS STRUCTURAL 1 RATED SHEATHING OR 15/32" 5-PLY/5-LAYER PLYWOOD OR 15/32" OSB IS USED.

NON SHEAR WALL. WOOD WALL. SHEATHING SHALL BE UNBLOCKED. FASTEN SHEATHING TO STUDS W/8d NAILS @ 6" OC AT PANEL EDGES AND AT 6" OC AT INTERMEDIATE SUPPORTS. FOR NAILING REQUIREMENTS AT SHEAR WALLS, SEE SHEAR WALL SCHEDULE.

ROOF AND FLOOR DECKING SHALL BE NAILED WITH 10d RINGSHANK NAILS AT 5/8" & 3/4" DECK. SPACE NAILS AT 6" AT SUPPORTED EDGES OF DECK (4" AT EXTERIOR WALLS) AND 6" SPACING AT INTERMEDIATE SUPPORTS.

PROVIDE A MINIMUM OF 3 STUDS UNDER BEAMS OR GIRDER TRUSSES CARRYING FLOOR OR ROOF LOADS.

ROOF JOIST SHALL BE Laterally SUPPORTED AT THE ENDS BY SOLID BLOCKING OR DIAGONAL STRUTS. SUCH BRIDGING MAY BE OMITTED WHERE END OF JOIST IS NAILED TO A HEADER, BAND JOIST OR TO AN ADJOINING STUD. ALSO PROVIDE SOLID BLOCKING OR DIAGONAL STRUTS AT 8'-0" MAXIMUM SPACING.

SEE S2.1.3 FOR TYP HEADER SCHEDULE. ATTACH BUILT-UP HEADERS PER 1/8S2.1.3.

HOLES AND NOTCHES MUST BE APPROVED BY THE ENGINEER. IF APPROVED THE NOTCHES ON THE ENDS OF JOISTS SHALL NOT EXCEED ONE-FOURTH THE DEPTH. HOLES BORED FOR PIPE OR CABLE SHALL NOT BE WITHIN THE TOP OR BOTTOM THIRD OF THE JOIST DEPTH AND THE DIAMETER OF SUCH HOLE SHALL NOT EXCEED ONE-THIRD THE JOIST DEPTH NOTCHES FOR PIPES IN THE TOP OR BOTTOM OF JOISTS SHALL NOT EXCEED ONE-SIXTH THE JOIST DEPTH AND SHALL NOT BE LOCATED IN THE MIDDLE ONE-THIRD OF THE SPAN.

STRESS GRADE: SOUTHERN PINE NO. 2 OR ENGINEER APPROVED EQUAL. ALL DESIGN VALUES ARE UNDER NORMAL LOADING AND IN DRY CONDITIONS OF SERVICE. SYP MAY BE SUBSTITUTED FOR SPF.

PRESSURE-TREAT LUMBER IN ACCORDANCE WITH THE MANUAL OF RECOMMENDED PRACTICE OF THE AMERICAN WOOD PRESERVERS ASSOCIATION (AWPA).

ALL FASTENERS AND NAILS IN CONTACT WITH PRESSURE TREATED LUMBER SHALL BE MADE OF TYPE 304 OR TYPE 316 STAINLESS STEEL UNLESS THE LUMBER IS TREATED WITH CCA-C OR SBX (DOT), BUT NOT SBX (DOT) WITH SODIUM SILICATE (NaSiO2).

UNLESS OTHERWISE NOTED, USE THE FOLLOWING MINIMUM GRADE OF LUMBER FOR FRAMING.	
FRAMING	MINIMUM GRADE
SILL ON FOUNDATION WALLS OR SLAB ON GRADE	NO. 3 SYP

JOISTS, RAFTERS & HEADERS	NO. 2 SYP
PLATES, CAPS & BUCKS	NO. 2 SYP
STUDS	SEE SCHEDULE
POSTS & COLUMNS	NO. 2 SYP

CONNECT OVER FRAMING (SUCH AS VALLEY TRUSSES) TO MAIN ROOF FRAMING BELOW WITH SIMPSON VTC2 WITH 4-10d NAILS INTO TRUSS AND 5-10d x 1 1/2" NAILS INTO OVERFRAMING OR 1 1/4"x16 GA TWIST STRAP @ 48" MAX W/4-10d NAILS EACH END OF STRAP.

WOOD TRUSSES

TRUSS MANUFACTURER SHALL SUBMIT SHOP DRAWINGS INDICATING ACTUAL TRUSS LAYOUT, DESIGN, WIND UPLIFT AT BEARING LOCATIONS, NUMBER AND TYPES OF TRUSSES, ETC. SHOP DRAWINGS AND CALCULATIONS SHALL BE SIGNED AND SEALED BY A REGISTERED PROFESSIONAL ENGINEER. TRUSS MANUFACTURER SHALL COORDINATE AND VERIFY ALL TRUSS DIMENSIONS AND DESIGNS WITH ARCHITECT'S DRAWINGS.

ROOF FRAMING PLAN AND TRUSS TYPES ARE DIAGRAMMATIC AND ARE INTENDED TO INDICATE DESIGN CONCEPT ONLY FOR ROOF CONFIGURATION.

TRUSSES SHALL BE DESIGNED, FABRICATED AND ERECTED IN ACCORDANCE WITH ANSI/TPI1 "NATIONAL DESIGN STANDARDS FOR METAL-PLATE-CONNECTED WOOD TRUSS CONSTRUCTION".

ROOF TRUSS DESIGN CRITERIA	
LIVE LOAD	SEE DESIGN CRITERIA THIS SHEET
DEAD LOAD	20 PSF

BRACE BOTTOM CHORD AS REQUIRED FOR WIND UPLIFT.

COORDINATE ROOF AND FLOOR TRUSS LOCATIONS/CONFIGURATION WITH PLUMBING WALLS AND HVAC EQUIPMENT SO AS TO AVOID CONFLICTS. SEE MECHANICAL DRAWINGS FOR EXACT LOCATIONS OF DUCTS, STACKS, PIPES, ETC.

TEMPORARY TRUSS BRACING SHALL BE INSTALLED IN ACCORDANCE WITH "RECOMMENDED DESIGN SPECIFICATIONS FOR TEMPORARY BRACING OF METAL PLATE CONNECTED WOOD TRUSSES" (TPI-DSB) AND "COMMENTARY AND RECOMMENDATIONS FOR HANDLING, INSTALLING AND BRACING METAL PLATE CONNECTED WOOD TRUSSES" (TBI-HB). INSTALL ALL WEB BRACING REQUIRED BY THE TRUSS DESIGNER. TEMPORARY BOTTOM CHORD AND WEB BRACING SHALL REMAIN PERMANENTLY IN PLACE.

SUPPLEMENTARY NOTES

THE CONTRACTOR IS SOLELY RESPONSIBLE FOR THE DESIGN, ADEQUACY, AND SAFETY OF ERECTION, BRACING, SHORING, TEMPORARY SUPPORTS, ETC. THE STRUCTURAL ELEMENTS ARE NOT CONSIDERED STABLE UNTIL THE STRUCTURE IS COMPLETE.

REVIEW OF THE SUBMITTAL INFORMATION SHALL BE FOR GENERAL REQUIREMENTS OF THE PROJECT, AND SHALL NOT INCLUDE CHECKING OF DETAILED DIMENSIONS OR DETAILED QUANTITIES, NOR REVIEW OF THE CONTRACTOR'S SAFETY MEASURES ON OF OFF THE WORKSITE OR THE MEANS AND METHODS OF DOING ANY WORK.

THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND ARCHITECTURAL AND STRUCTURAL PLAN DIMENSIONS AND ELEVATIONS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION AND NOTIFY THE STRUCTURAL ENGINEER OF ANY CONFLICTS.

ALL STRUCTURAL OPENINGS AROUND OR AFFECTED BY MECHANICAL, ELECTRICAL AND PLUMBING EQUIPMENT SHALL BE VERIFIED WITH EQUIPMENT PURCHASED BEFORE PROCEEDING WITH STRUCTURAL WORK AFFECTED.

ANY ENGINEERING DESIGN PROVIDED BY OTHERS AND SUBMITTED FOR REVIEW SHALL BEAR THE SEAL OF AN ENGINEER REGISTERED IN THE STATE OF THE PROJECT.

GENERAL CONTRACTOR MUST REVIEW AND APPROVE SHOP DRAWINGS PRIOR TO SUBMITTAL TO ARCHITECT/ENGINEER. SUBMITTALS WHICH DO NOT CONTAIN THE CONTRACTOR'S SHOP DRAWING STAMP OR HAVE BEEN MERELY "RUBBER STAMPED" SHALL BE RETURNED WITHOUT REVIEW. CONTRACTOR SHOULD ALLOW TWO WEEKS FOR SUBMITTAL REVIEW.

CONTRACTOR SHALL NOT ORDER MATERIAL OR COMMENCE WITH CONSTRUCTION UNTIL SHOP DRAWINGS HAVE BEEN REVIEWED AND APPROVED. WORK DONE OR ORDERS PLACED BEFORE SHOP DRAWING APPROVAL IS AT THE CONTRACTOR'S RISK.

THE PROJECT'S STRUCTURAL DRAWINGS AND ELECTRONIC FILES ARE THE PROPERTY OF LOWE STRUCTURES, INC. THE CONTRACTOR AND SUBCONTRACTOR SHALL COMPENSATE LOWE STRUCTURES, INC. FOR THE USE OF THE PROJECT'S CAD FILES FOR ANY PURPOSE INCLUDING SHOP DRAWING PREPARATION.

THE CONTRACTOR SHALL NOT SCALE DRAWINGS. DIMENSIONS SHOWN ON ARCHITECTURAL AND STRUCTURAL PLANS AND DETAILS WILL CONTROL.

POST INSTALLED ANCHORS

POST-INSTALLED ANCHORS SHALL ONLY BE USED WHERE SPECIFIED ON THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR SHALL OBTAIN APPROVAL FROM THE EOR PRIOR TO INSTALLING POST-INSTALLED ANCHORS IN PLACE OF MISSING OR MISPLACED CAST-IN-PLACE ANCHORS. HOLES SHALL BE DRILLED AND CLEANED IN ACCORDANCE WITH THE MANUFACTURERS WRITTEN INSTRUCTIONS. SUBSTITUTION REQUESTS FOR PRODUCTS OTHER THAN THOSE SPECIFIED BELOW SHALL BE SUBMITTED BY THE CONTRACTOR TO THE EOR ALONG WITH CALCULATIONS THAT ARE PREPARED & SEALED BY A REGISTERED PROFESSIONAL ENGINEER. THE CALCULATIONS SHALL DEMONSTRATE THAT THE SUBSTITUTED PRODUCT IS CAPABLE OF ACHIEVING THE PERTINENT EQUIVALENT PERFORMANCE VALUES (MINIMUM) OF THE SPECIFIED PRODUCT USING THE APPROPRIATE DESIGN PROCEDURE AND/OR STANDARD(S) AS REQUIRED BY THE BUILDING CODE. PROVIDE CONTINUOUS SPECIAL INSPECTION FOR ALL MECHANICAL AND ADHESIVE ANCHORS PER THE APPLICABLE EVALUATION REPORT.

CONCRETE ANCHORS

- MECHANICAL ANCHORS:** SHALL HAVE BEEN TESTED AND QUALIFIED FOR USE IN ACCORDANCE WITH ACI 355.2 AND ICC-ES AC193 FOR CRACKED AND UNCRACKED CONCRETE RECOGNITION. PRE-APPROVED MECHANICAL ANCHORS INCLUDE :
 - SIMPSON STRONG TIE "TITEN-HD"
 - SIMPSON STRONG TIE "TITEN"
 - SIMPSON STRONG TIE "TORQ-CUT"
 - HILTI "KWIK BOLT 3"
 - DEWALT "SCREW-BOLT +"
- ADHESIVE ANCHORS:** SHALL HAVE BEEN TESTED AND QUALIFIED FOR USE IN ACCORDANCE WITH ACI 355.4 AND ICC-ES AC308 FOR CRACKED AND UNCRACKED CONCRETE RECOGNITION. PRE-APPROVED ADHESIVE ANCHORS INCLUDE :
 - HILTI "HY 200-A"
 - SIMPSON "SET - XP"
 - SIMPSON "SET-3G"
 - DEWALT "PURE 110+"
- POWDER AND GAS ACTUATED FASTENERS:** SHALL HAVE BEEN TESTED AND QUALIFIED FOR USE IN ACCORDANCE WITH ICC-ES AC70. PRE-APPROVED MECHANICAL ANCHORS INCLUDE :
 - SIMPSON STRONG TIE "POWER DRIVEN FASTENERS"
 - SIMPSON STRONG TIE "GAS ACTUATED FASTENERS"

MASONRY ANCHORS

- MECHANICAL ANCHORS:** SHALL HAVE BEEN TESTED AND QUALIFIED FOR USE IN ACCORDANCE WITH ICC-ES AC01 OR AC106. PRE-APPROVED MECHANICAL ANCHORS INCLUDE :
 - SIMPSON STRONG TIE "TITEN-HD"
 - SIMPSON STRONG TIE "TITEN"
 - BUILDEX "TAPCON"
 - HILTI "KWIK BOLT 3"
 - DEWALT "SCREW-BOLT +"
- ADHESIVE ANCHORS:** SHALL HAVE BEEN TESTED AND QUALIFIED FOR USE IN ACCORDANCE WITH ICC-ES AC58. PRE-APPROVED ADHESIVE ANCHORS INCLUDE :
 - HILTI "HY 270"
 - SIMPSON "SET-XP"
 - SIMPSON "200-A"
 - DEWALT "AC100+ GOLD"

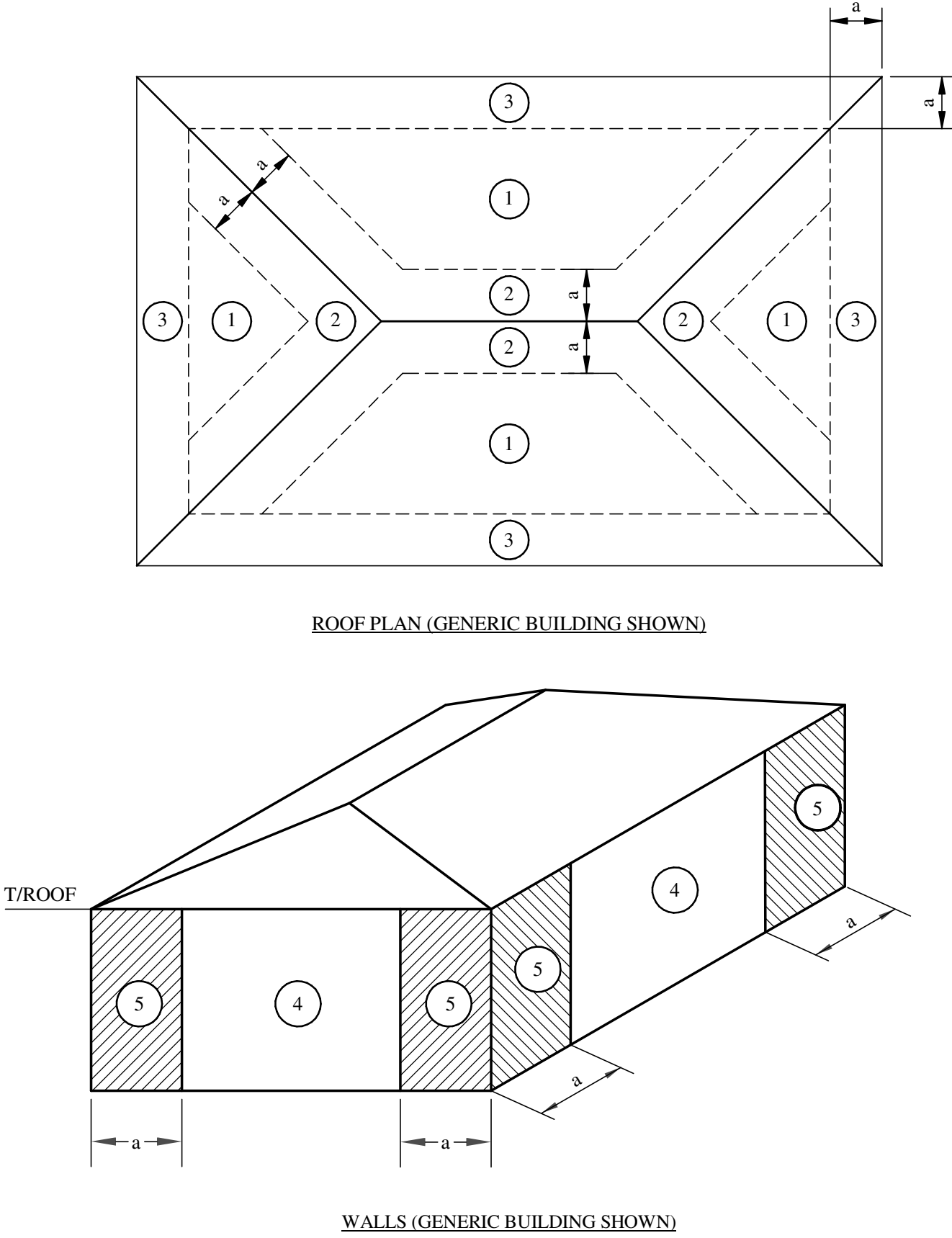
ANCHORS INSTALLED IN CONCRETE MASONRY SHALL BE INSTALLED INTO SOLID GROUTED CONCRETE MASONRY.

ADHESIVE ANCHORS SHALL BE INSTALLED WITH 12 BAR DIAMETER EMBEDMENT MINIMUM UNO.

COMPONENT & CLADDING DESIGN WIND PRESSURES (PSF)			
ROOF			
ZONE	10 SF	50 SF	100 SF
ALL ZONES	+27.9	+19.0	+16.0
1	-51.3	-36.3	-29.9
2	-66.8	-44.6	-35.1
3	-73.9	-48.4	-37.4
OVERHANG			
ALL ZONES	-112.5	-79.3	-64.9
WALLS			
ZONE	10 SF	100 SF	500 SF
ALL ZONES	+37.4	+31.8	+27.9
4	-40.6	-35.0	-31.1
5	-50.1	-38.9	-31.1

NOTES:
1. TABLE PRESSURES ARE FOR THE SQUARE FOOT (SF) TRIBUTARY AREA SHOWN. FOR OTHER TRIBUTARY AREAS, LINEARLY INTERPOLATE BETWEEN VALUES SHOWN ABOVE.
2. POSITIVE PRESSURES ACT TOWARD THE BUILDING. NEGATIVE PRESSURES ACT AWAY FROM THE BUILDING.
3. SEE DIAGRAMS FOR ZONE LOCATIONS.
4. ALL PRESSURES SHOWN ARE ULTIMATE PRESSURES.

a = 3'-3"



WIND PRESSURE DIAGRAMSS

SCALE: NTS

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GENERAL NOTES & DESIGN CRITERIA



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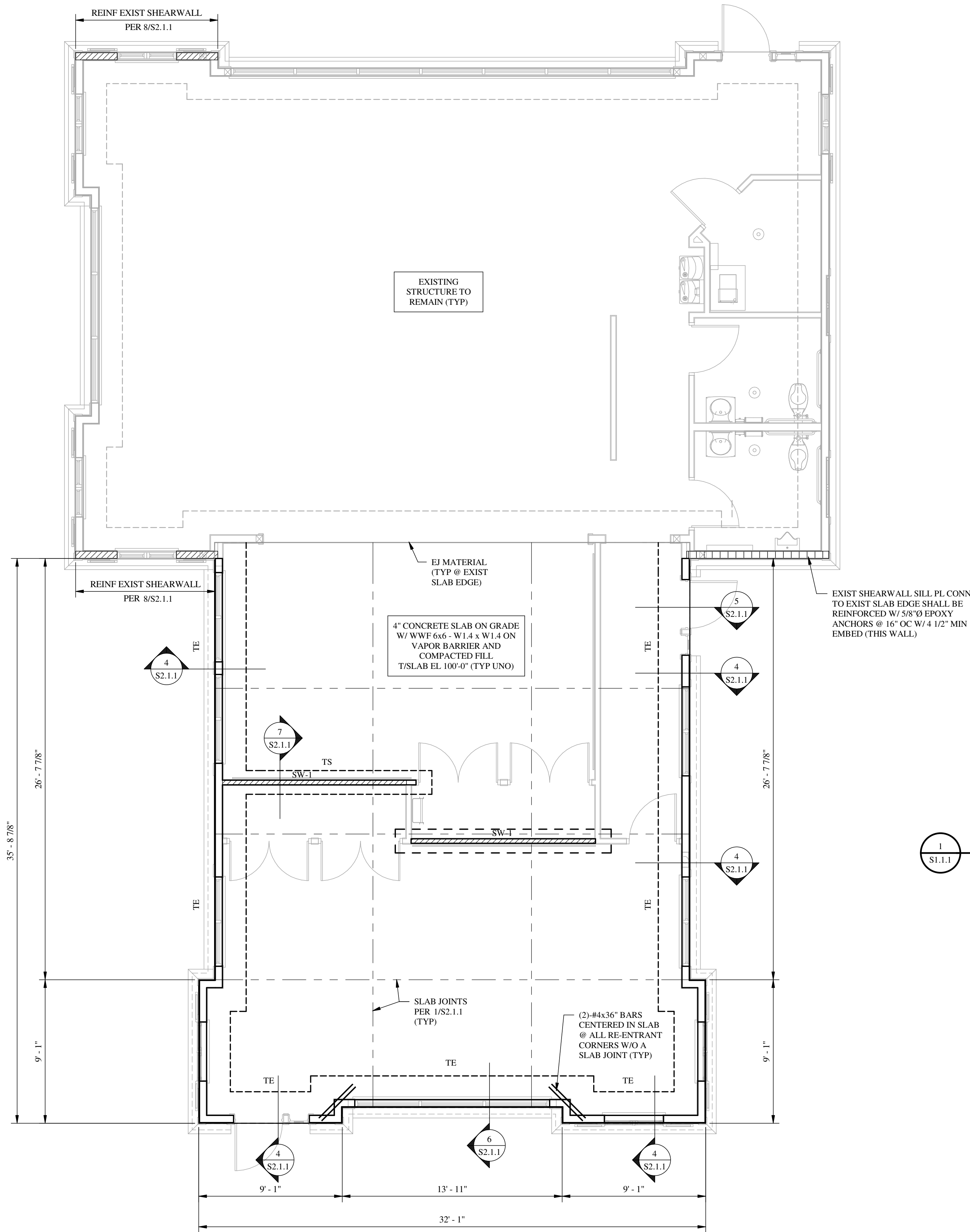
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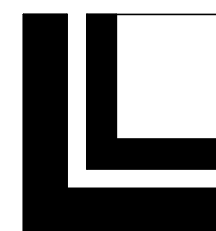


FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

PLAN

- PLAN NOTES:
- SEE S0.0.1 FOR GENERAL NOTES AND DESIGN CRITERIA.
 - ALL ELEVATIONS ARE BASED ON A DATUM T/ EXISTING SLAB ELEVATION OF 100'-0". COORD ACTUAL ELEVATION W/ ARCH & EXISTING CONDITIONS.
 - GC SHALL COORD ALL DIMS, ELEVATIONS & LAYOUT W/ ARCH DRAWINGS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. ARCH DRAWINGS WILL CONTROL.
 - SEE 2/S2.1.1 WHERE PIPES PENETRATE BUILDING PERIMETER.
 - SEE 3/S2.1.1 FOR REINFORCEMENT @ FOOTING CORNERS.
 - SEE 3/S2.1.1 FOR REINFORCEMENT @ FOOTING CORNERS.
 - SEE 3/S2.1.2 FOR TYP FRAMING AT WALL OPENINGS.
 - SEE 2/S2.1.3 FOR BUILT-UP STUD DETAIL.



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FOUNDATION PLAN



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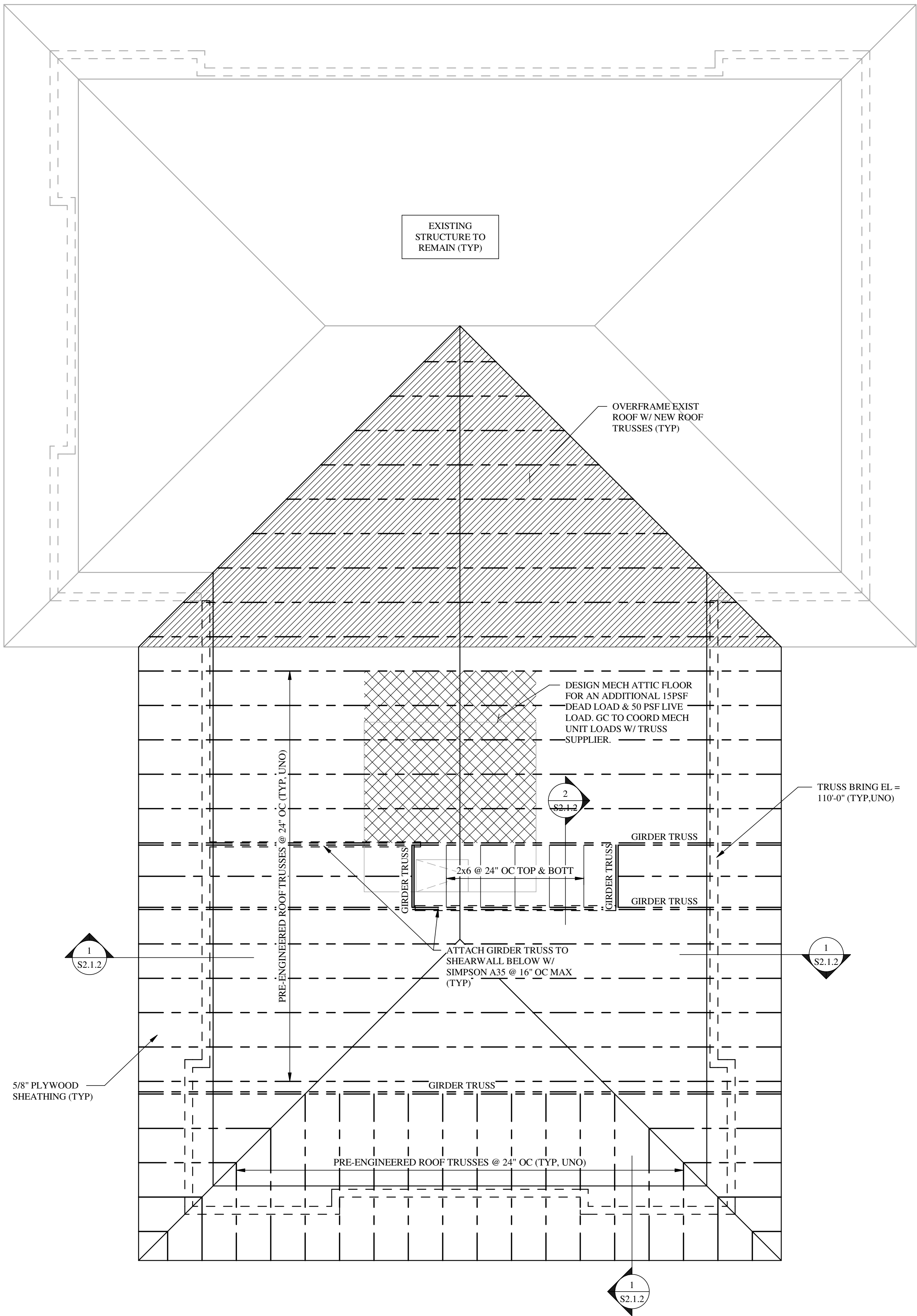
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S1.1.2

ROOF FRAMING PLAN

SCALE: 1/4" = 1'-0"

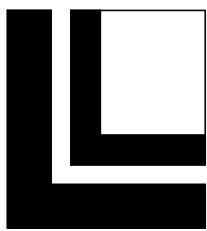
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S2.1.2

PLAN

PLAN NOTES:

- SEE S0.0.1 FOR GENERAL NOTES AND DESIGN CRITERIA.
- ALL ELEVATIONS ARE BASED ON A DATUM T/ EXISTING SLAB ELEVATION OF 100'-0". COORD ACTUAL ELEVATION W/ ARCH & EXISTING CONDITIONS.
- GC SHALL COORD ALL DIMS, ELEVATIONS & LAYOUT W/ ARCH DRAWINGS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. ARCH DRAWINGS WILL CONTROL.
- GC SHALL COORD TRUSS BRNG ELEVATIONS AND SLOPE W/ ARCH.
- TRUSS LAYOUT IS DIAGRAMMATIC ONLY. FINAL LAYOUT IS THE RESPONSIBILITY OF THE TRUSS SUPPLIER.
- SEE S2.1.2 FOR TYP ROOF & SHEARWALL SHEATHING ATTACHMENT DETAIL.
- SEE S2.1.3 FOR TYP TOP PL SPLICE DETAIL.
- SEE S2.1.3 FOR TYP BUILT UP BEAM DETAIL.
- SEE S2.1.2 FOR TYP GIRDER TRUSS HOLDOWN DETAILS.
- SEE S2.1.3 FOR TYP NAIL FASTENING SCHEDULE.
- SEE S2.1.3 FOR TYP TRUSS FASTENER SCHEDULE.
- GC TO ALLOW MODIFICATIONS TO STRUCTURE AND FOUNDATION AFTER FINAL TRUSS SHOP DRAWINGS HAVE BEEN RECEIVED.



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ROOF FRAMING PLAN



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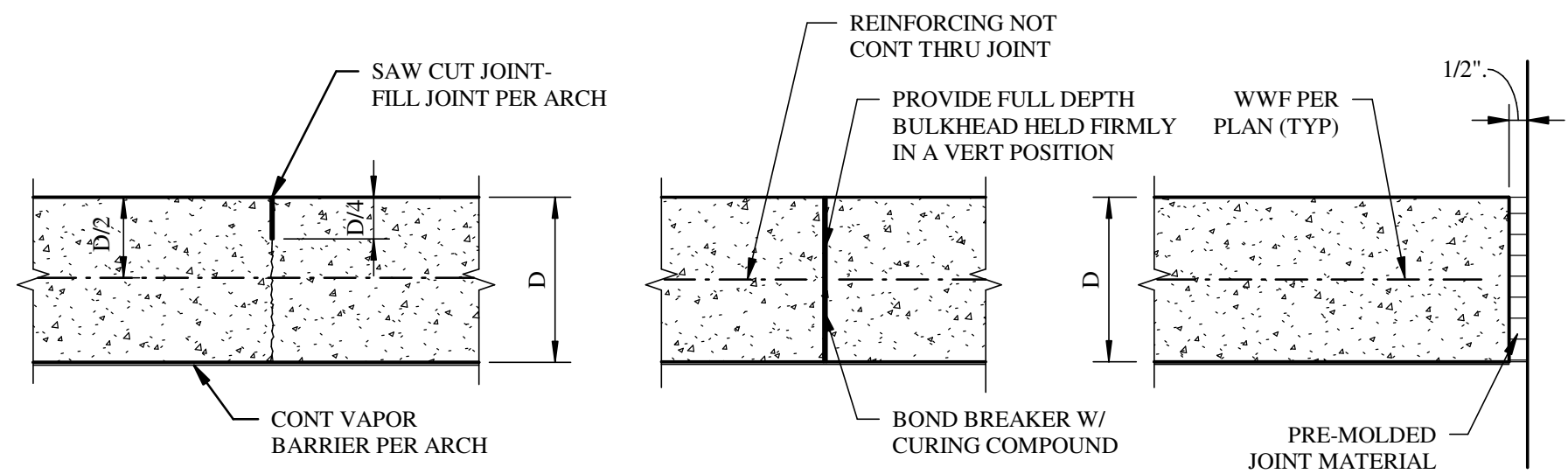
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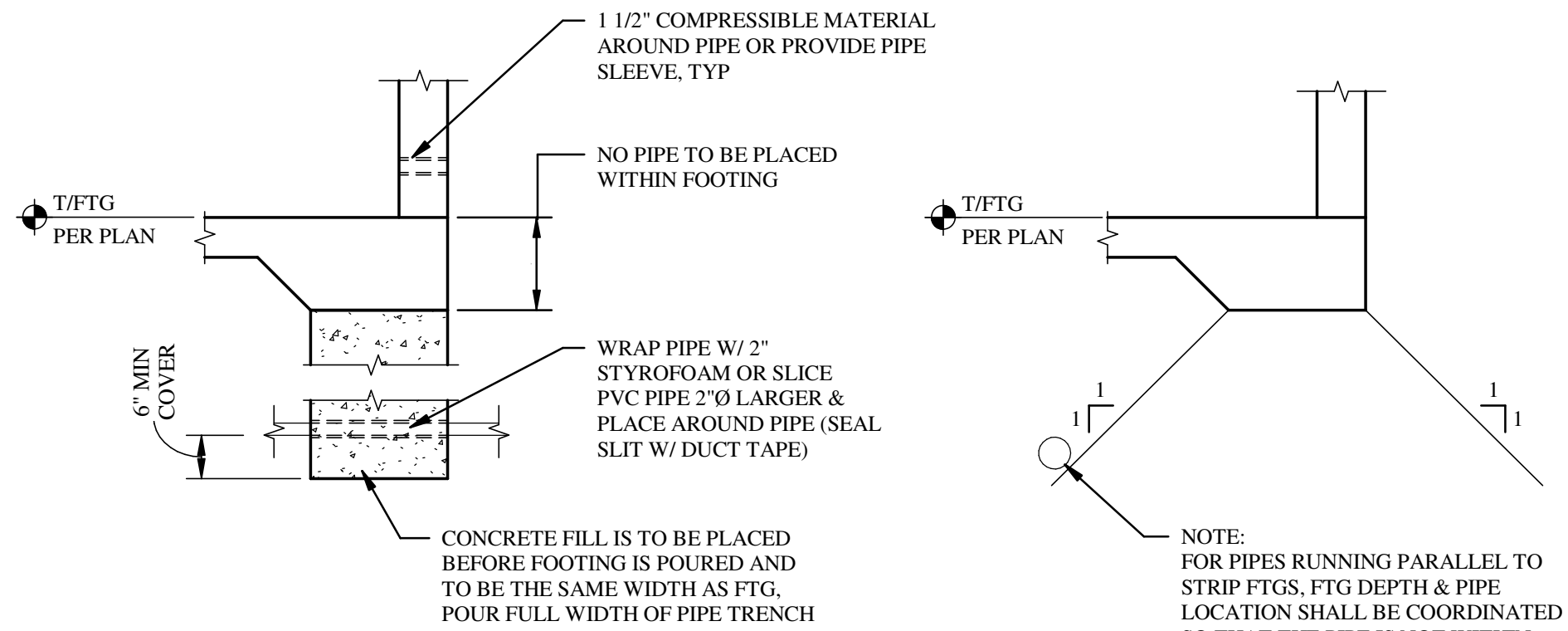
CONTRACTION JOINT

CONSTRUCTION JOINT

EXPANSION JOINT

- NOTES:
1. USE CONSTRUCTION JOINT WHEREVER CONSTRUCTION IS STOPPED OR SPECIFIED ON PLAN.
 2. CONTRACTION JOINTS SHALL BE CUT INTO SLAB WITHIN 12 HOURS OF CONCRETE PLACEMENT.
 3. SLAB JOINTS SHALL BE SPACED NO GREATER THAN 12'-0"

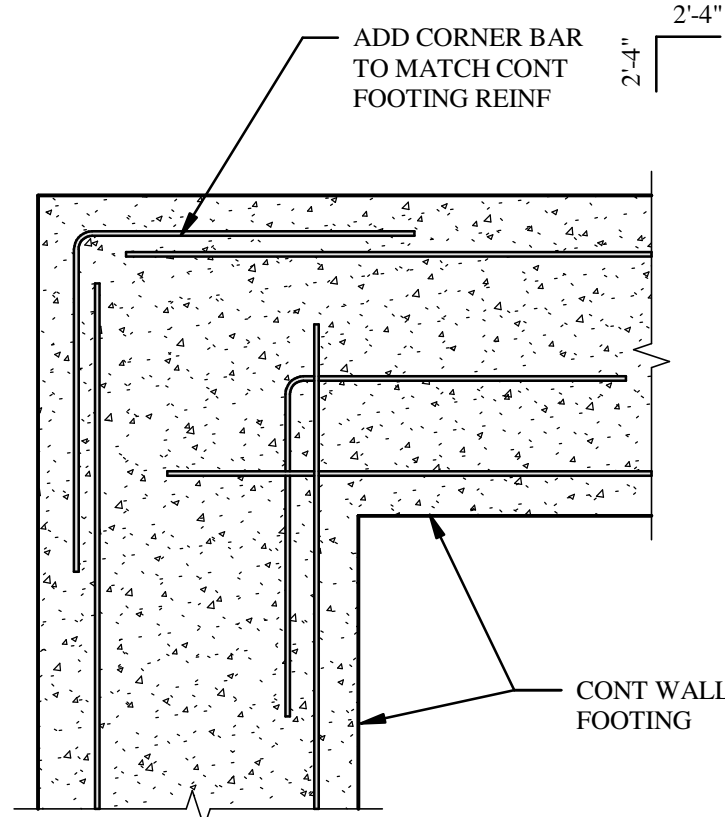
1 SLAB JOINT DETAIL
S2.1.1 SCALE: NTS



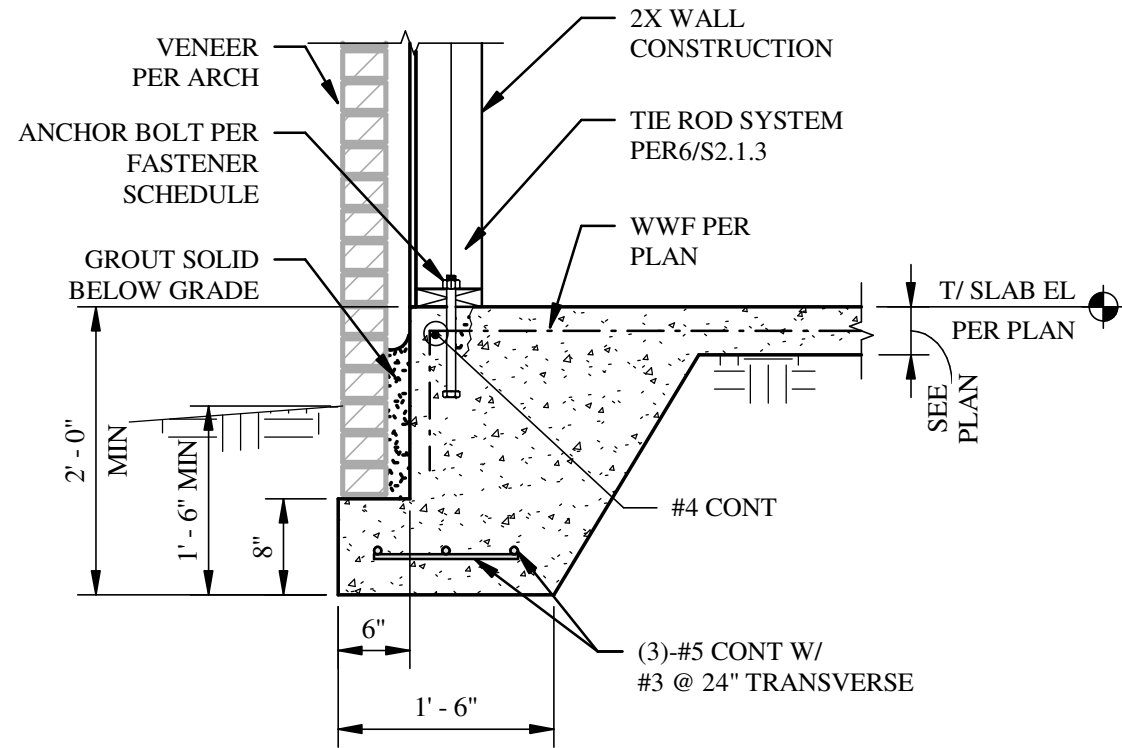
TRANSVERSE PIPE DETAIL

TYP PIPE PARALLEL TO WALL

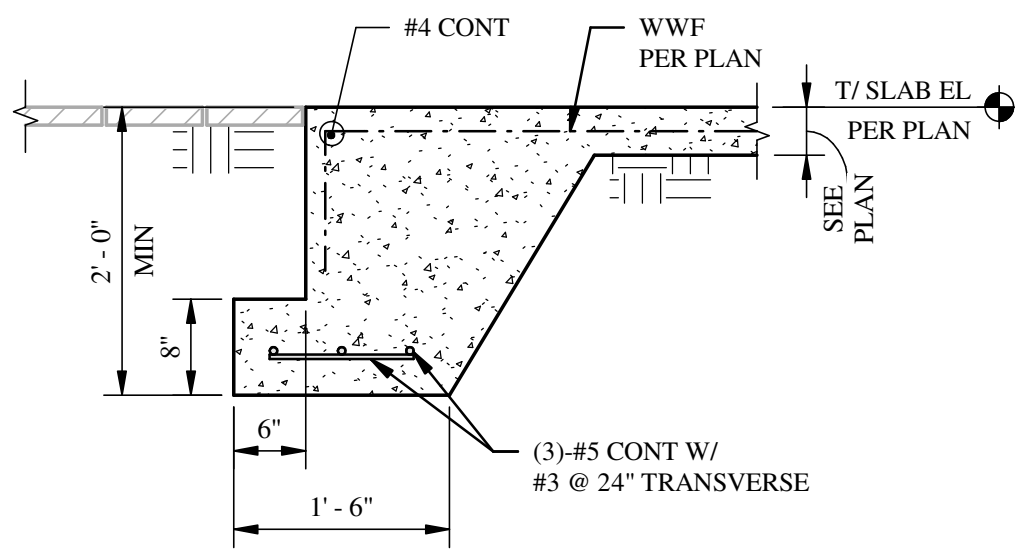
2 PIPE PENETRATION DETAIL
S2.1.1 SCALE: NTS



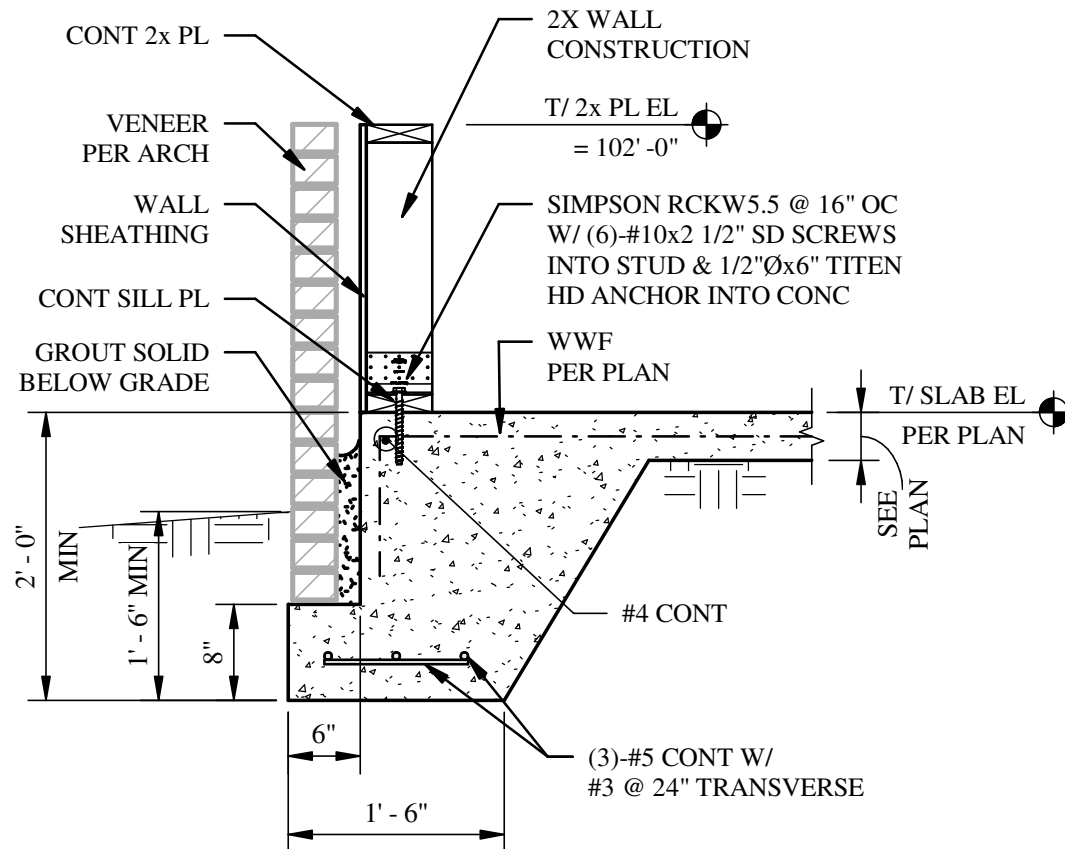
3 REINF @ CONT FTG CORNERS
S2.1.1 SCALE: NTS



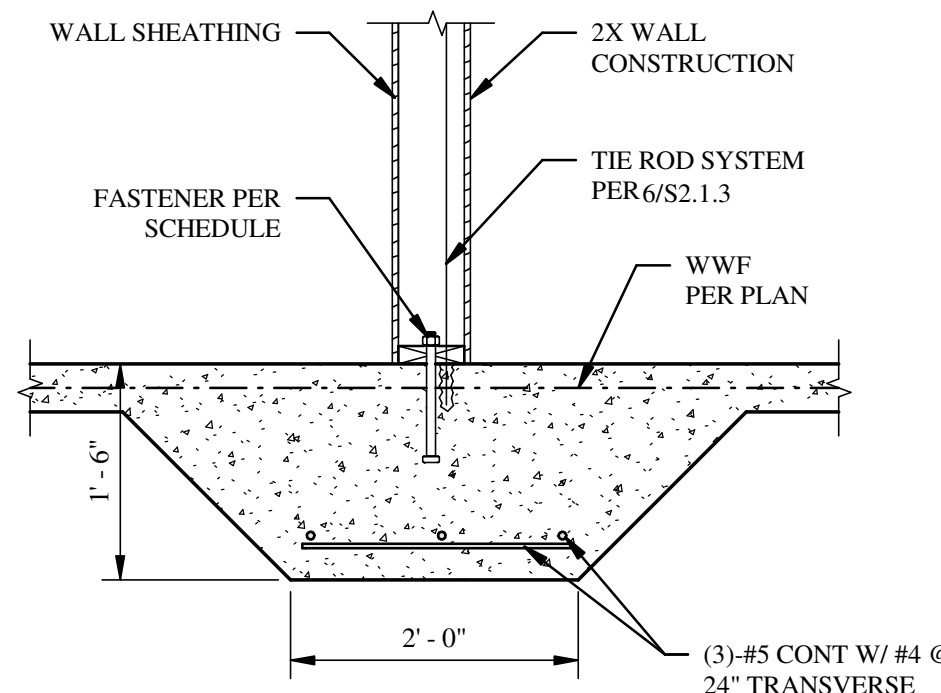
4 SECTION
S2.1.1 SCALE: NTS



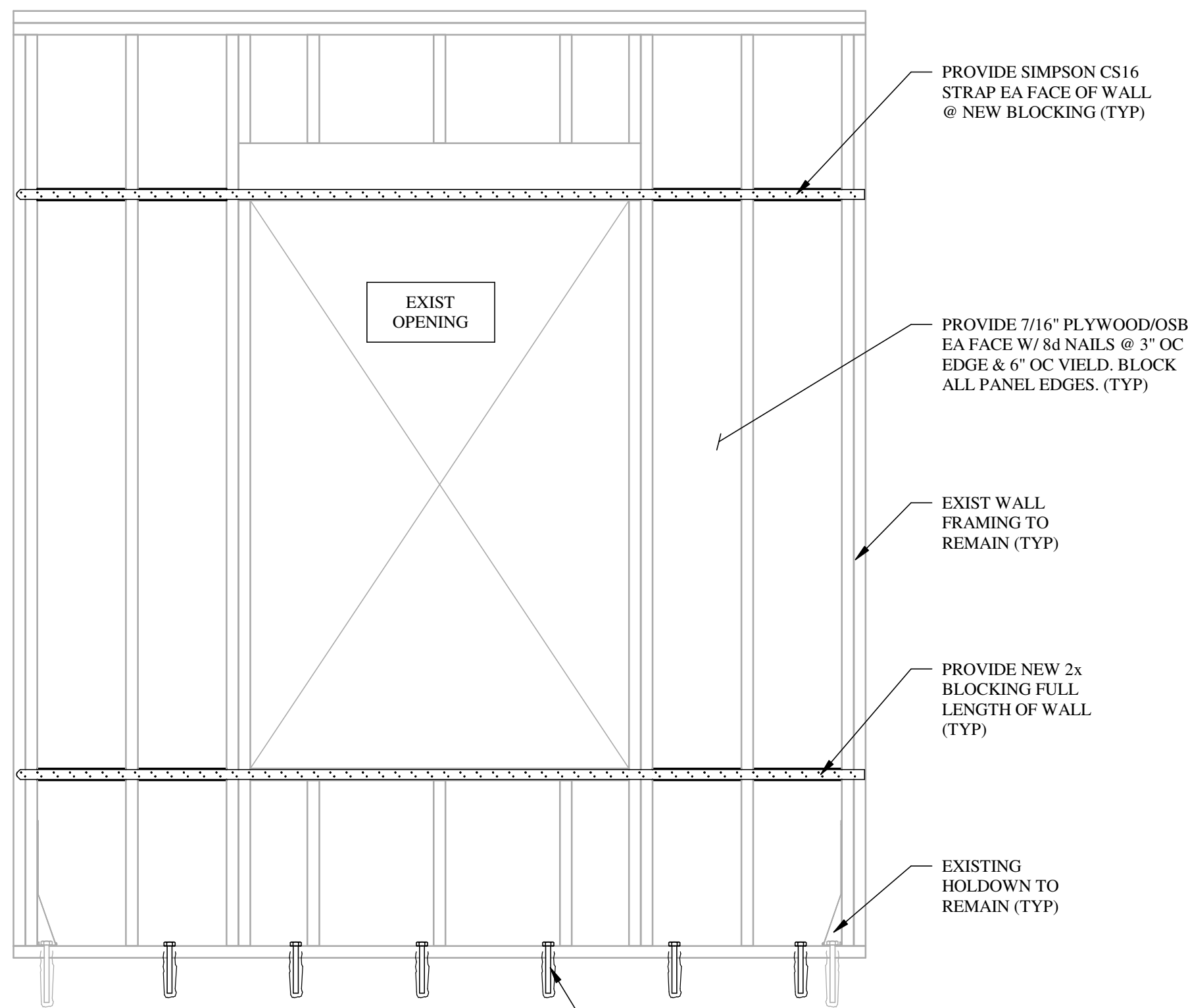
5 SECTION
S2.1.1 SCALE: NTS



6 SECTION
S2.1.1 SCALE: NTS



7 SECTION
S2.1.1 SCALE: NTS



8 DETAIL
S2.1.1 SCALE: NTS

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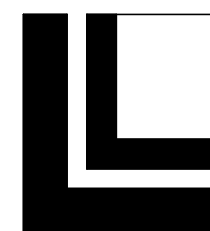
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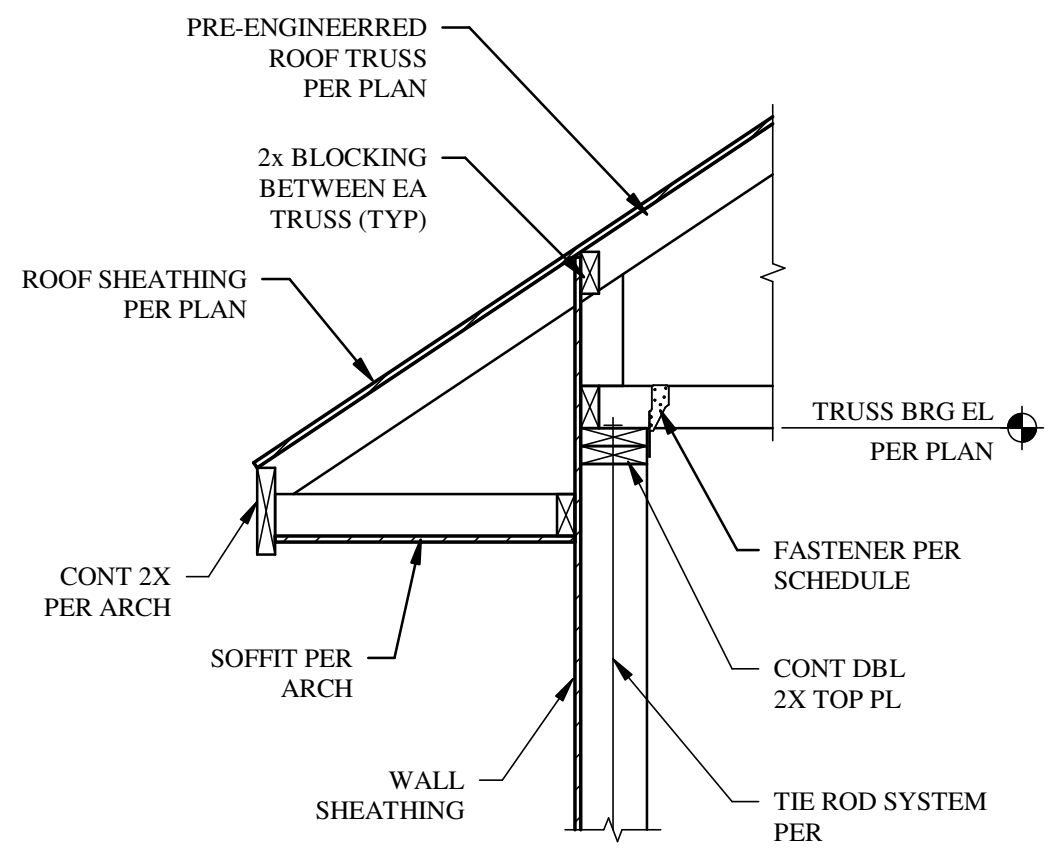
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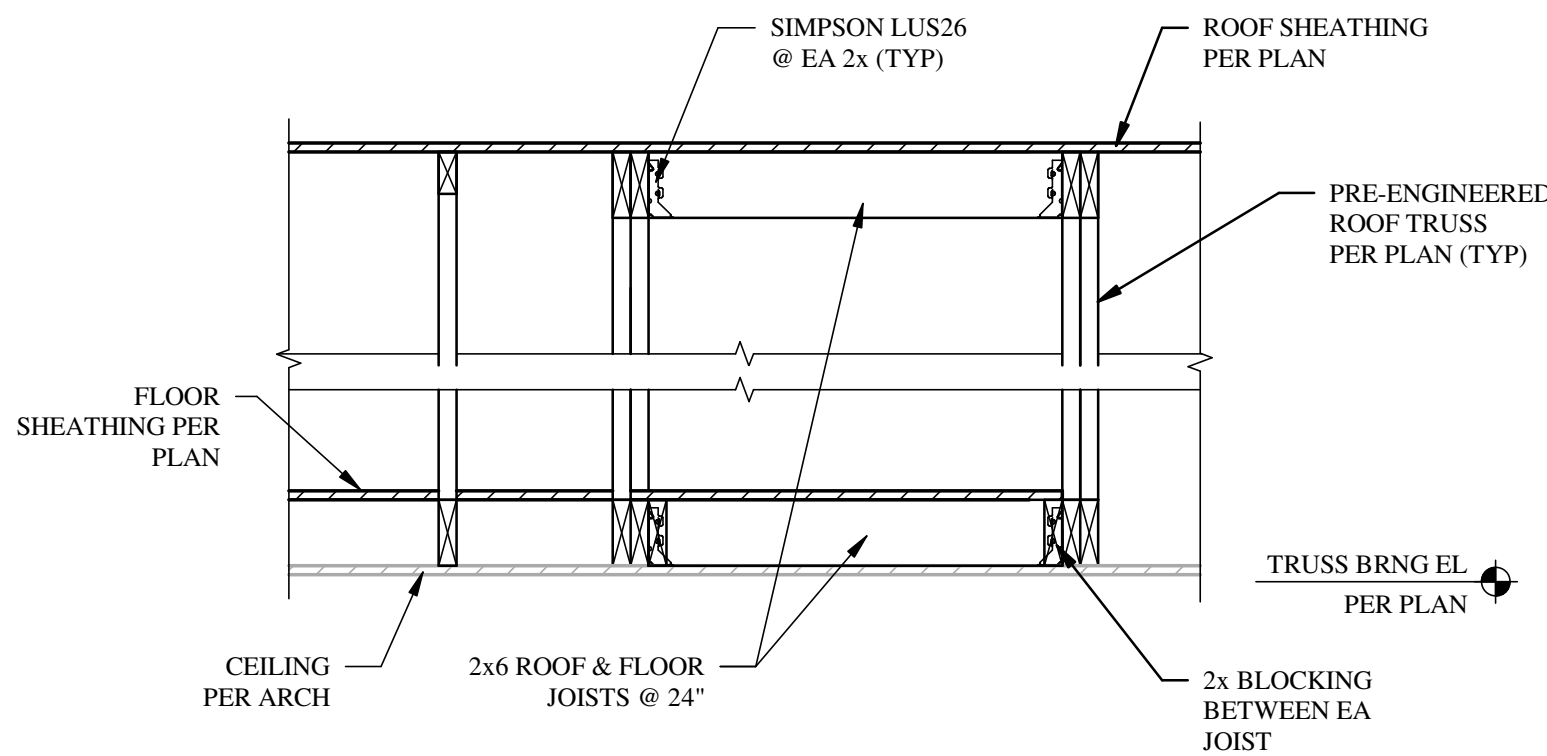
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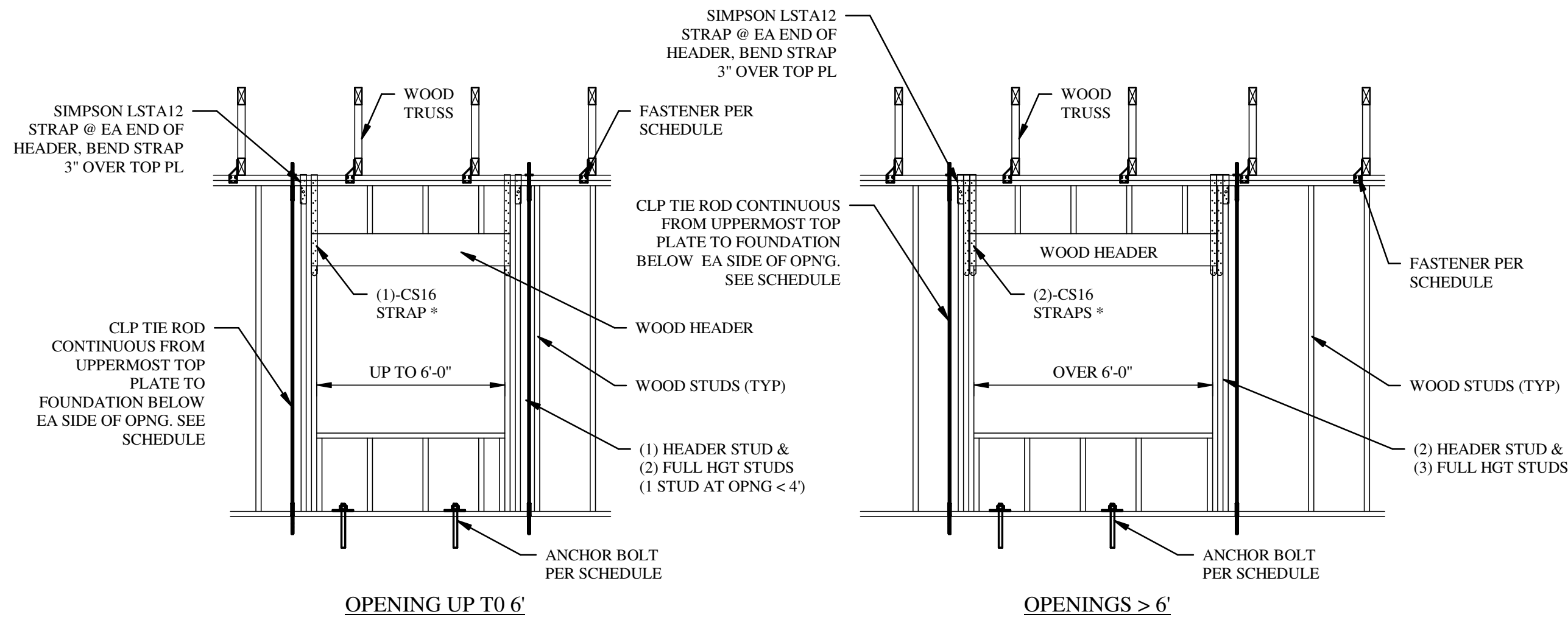
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1 SECTION
S2.1.2 SCALE: NTS

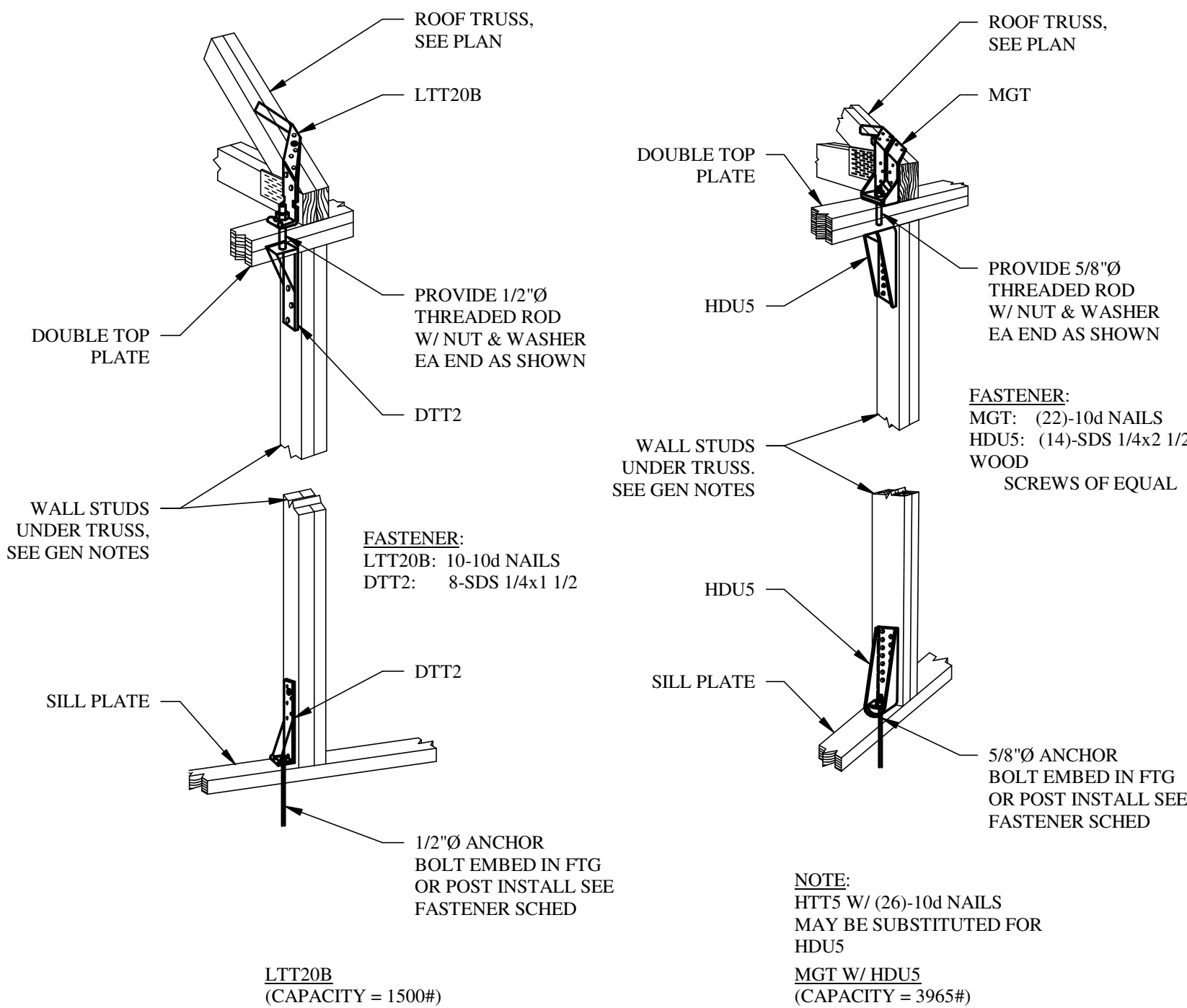


2 SECTION
S2.1.2 SCALE: NTS



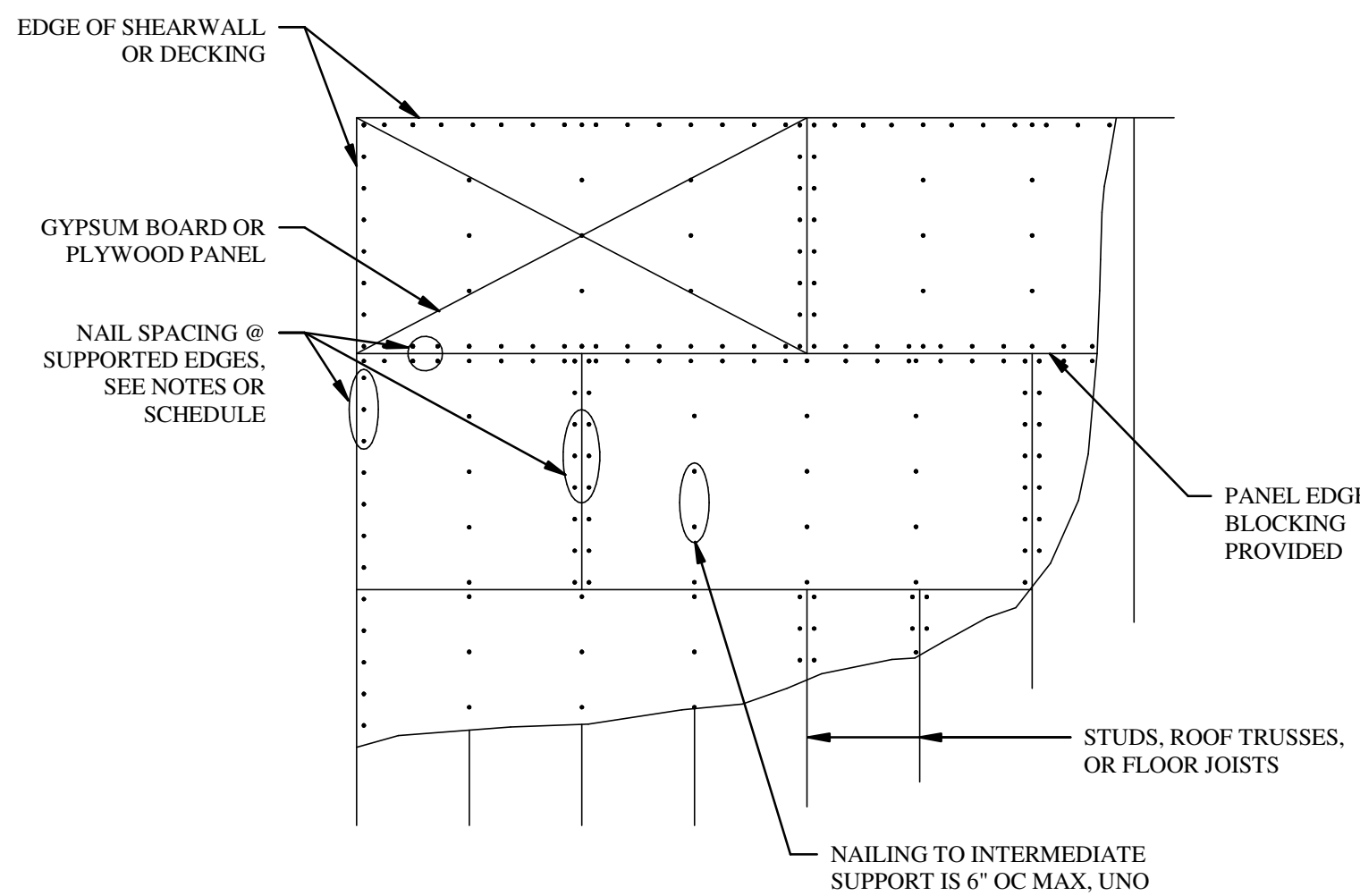
- NOTES:
1. "s" DENOTES STRAPS @ ENDS OF HEADERS ARE REQUIRED ONLY WHEN OPENING SIZE IS GREATER THAN TIE ROD SPACING, WHEN AN UPLIFT POINT LOAD IS LOCATED @ ANY POINT OVER THE HEADER LENGTH AND AT CANTILEVER WALL LOCATIONS.
 2. AT OPENINGS OVER 6' PROVIDE 2 STUDS UNDER HEADER. STUDS FULL HEIGHT EACH SIDE OF EXTERIOR OPENINGS SHALL EQUAL ONE HALF THE NUMBER OF STUDS INTERRUPTED BY THE OPENING ROUNDED UP (I.E., IF 5 STUDS ARE INTERRUPTED BY THE OPENING PROVIDE 3 FULL HEIGHT STUDS EACH SIDE OF THE OPENING IN ADDITION TO THE STUDS UNDER THE HEADER).
 3. SEE FOR TYP TIE ROD DETAILS.

3 TYP WALL OPNG DETAIL
S2.1.2 SCALE: NTS



- NOTES:
1. GIRDER HOLDDOWNS SHALL BE FROM STUD TO STUD AT EACH FLOOR AND FROM STUD INTO SLAB ON GRADE SO AS TO PROVIDE A CONTINUOUS PATH FOR WIND LOADS FROM THE GIRDER TO THE FOUNDATION.
 2. IN LIEU OF HOLDDOWNS AT EACH FLOOR A THREADED ROD MAY EXTEND FROM ROOF TRUSS HOLDDOWN INTO FOUNDATION SLAB.
 3. AT HEADERS, LOWER HOLDDOWN SHALL BE TURNED AND NAILED TO HEADER. PROVIDE SAME SIZE HOLDDOWN AT EACH SIDE OF OPENING FROM STUDS INTO SLAB ON GRADE. ATTACH HEADER TO STUDS EACH SIDE OF OPENING WITH SIMPSON COIL STRAPS AS FOLLOWS:
IF HOLDDOWN IS LTT20B: (2)-CS20
IF HOLDDOWN IS HDU5: (3)-CS16
IF HOLDDOWN IS (2)-HTT5: (3)-CS16
IF HOLDDOWN IS (2)-HD9: NOT ALLOWED

4 GIRDER TRUSS HOLDOWN DETAILS
S2.1.2 SCALE: NTS



NAILING REQUIREMENTS FOR
ROOF DECK & SHEARWALL

- NOTES:
1. FLOOR AND ROOF SHEATHING SHALL BE STAGGERED AS SHOWN WITH LONG DIRECTION OF PLYWOOD TRANSVERSE TO TRUSSES OR JOISTS.
 2. UNSUPPORTED (UNBLOCKED) PANEL EDGE. PROVIDE BLOCKING IF REQ'D BY NOTES OR SCHEDULE.
 3. SEE GENERAL NOTES FOR NAILING REQUIREMENTS.

5 DETAIL
S2.1.2 SCALE: NTS

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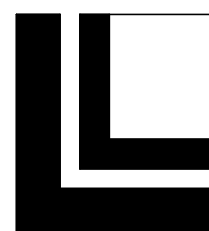
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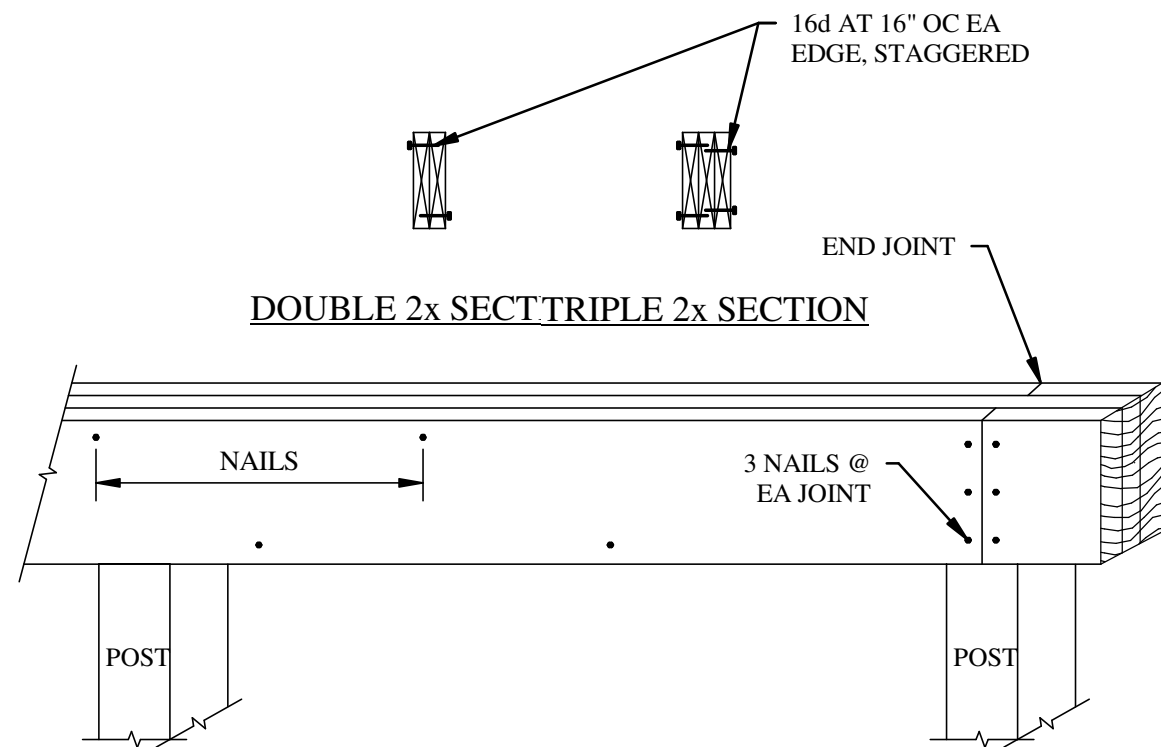
NAIL FASTENING SCHEDULE				
CONNECTION	NAIL LOCATION	NAIL (A)	GUN NAIL	STAPLE (B)
JOIST TO SILL OR GIRDER	TOENAIL	3-8d	3-3"x0.131"	3-3" 14 GA
BRIDGING TO JOIST	TOENAIL EA END	2-8d	2-3"x0.131"	2-3" 14 GA
1"x6" SUBFLOOR OR LESS TO EACH JOIST	FACE NAIL	2-8d	-	-
WIDER THAN 1"x6" SUBFLOOR TO EA JOIST	FACE NAIL	3-8d	-	-
2" SUBFLOOR TO JOIST OR GIRDER	BLIND & FACE NAIL	2-16d	-	-
SOLE PLATE TO JOIST OR BLOCKING	TYPICAL FACE NAIL	16d @ 16"	3"x0.131" @ 8"	3" 14 GA @ 12"
TOP PLATE TO STUD	END NAIL	2-16d	3-3"x0.131"	3-3" 14 GA
STUD TO SOLE PLATE	TOENAIL	4-8d	4-3"x0.131"	3-3" 14 GA
STUD TO SOLE PLATE	END NAIL	2-16d	3-3"x0.131"	3-3" 14 GA
DOUBLE STUDS	FACE NAIL	16d @ 24"	3"x0.131" @ 8"	3" 14 GA @ 8"
DOUBLE TOP PLATES	TYPICAL FACE NAIL	16d @ 16"	3"x0.131" @ 12"	3" 14 GA @ 12"
DOUBLE TOP PLATES SPLICE (LAP 4'-0")	FACE NAIL	8-16d	12-3"x0.131"	12-3" 14 GA
BLOCKING BETWEEN JOISTS OR RAFTERS TO TOP PLATE	TOENAIL	3-8d	3-3"x0.131"	3-3" 14 GA
RIM JOIST TO TOP PLATE	TOENAIL	8d @ 6"	3"x0.131" @ 6"	3" 14 GA @ 6"
TOP PLATE INTERSECTIONS	FACE NAIL	2-16d	3-3"x0.131"	3-3" 14 GA
CONTINUOUS HEADER, TWO PIECES	FACE NAIL	16d @ 16" T&B EDGE	-	-
CONTINUOUS HEADER, THREE PIECES	FACE NAIL	16d @ 16" T&B EA FACE	-	-
CEILING JOISTS TO PLATE	TOENAIL	3-8d	5-3"x0.131"	5-3" 14 GA
CONTINUOUS HEADER TO STUD	TOENAIL	4-8d	-	-
CEILING JOISTS, LAPS OVER PARTITIONS	FACE NAIL	3-16d MIN	4-3"x0.131"	4-3" 14 GA
CEILING JOISTS TO PARALLEL RAFTERS	FACE NAIL	3-16d MIN	4-3"x0.131"	4-3" 14 GA
RAFTER TO PLATE	TOENAIL	3-8d	3-3"x0.131"	3-3" 14 GA
1"x8" SHEATHING TO EACH BEARING WALL	FACE NAIL	2-8d	-	-
WIDER THAN 1"x8" SHEATHING TO EA BRG	FACE NAIL	3-8d	-	-
BUILD-UP CORNER STUDS	FACE NAIL	16d @ 24"	3"x0.131" @ 16"	3" 14 GA @ 16"
2" PLANKS	AT EACH BEARING	16d	-	-
COLLAR TIE TO RAFTER	FACE NAIL	3-10d	4-3"x0.131"	4-3" 14 GA
JACK RAFTER TO HIP	TOENAIL	3-10d	4-3"x0.131"	4-3" 14 GA
JACK RAFTER TO HIP	FACE NAIL	2-16d	3-3"x0.131"	3-3" 14 GA
ROOF RAFTER TO 2x RIDGE BEAM	TOENAIL	2-16d	3-3"x0.131"	3-3" 14 GA
ROOF RAFTER TO 2x RIDGE BEAM	FACE NAIL	2-16d	3-3"x0.131"	3-3" 14 GA
JOIST TO BAND JOIST	FACE NAIL	3-16d	5-3"x0.131"	5-3" 14 GA
LEDGER STRIP	FACE NAIL	3-16d	4-3"x0.131"	4-3" 14 GA

SHEARWALL SCHEDULE								
SHEAR-WALL (1)	FLOOR	SHEATHING TYPE	FASTENERS (6)			BLOCKING REQUIRED	HOLD DOWN EACH END(4)	
			SIZE	EDGE SPACING	INTERMEDIATE SPACING		@ SLAB	# END POST STUDS
SW1	GROUND	7/16" PLYWOOD	8d	4"	6"	YES	(1)-R58 TIE ROD @ EA END	2
						SILL PLATE ATTACHMENT (5)		
						5/8" EPOXY ANCHOR @ 32" W/ 4 1/2" MIN EMBED		

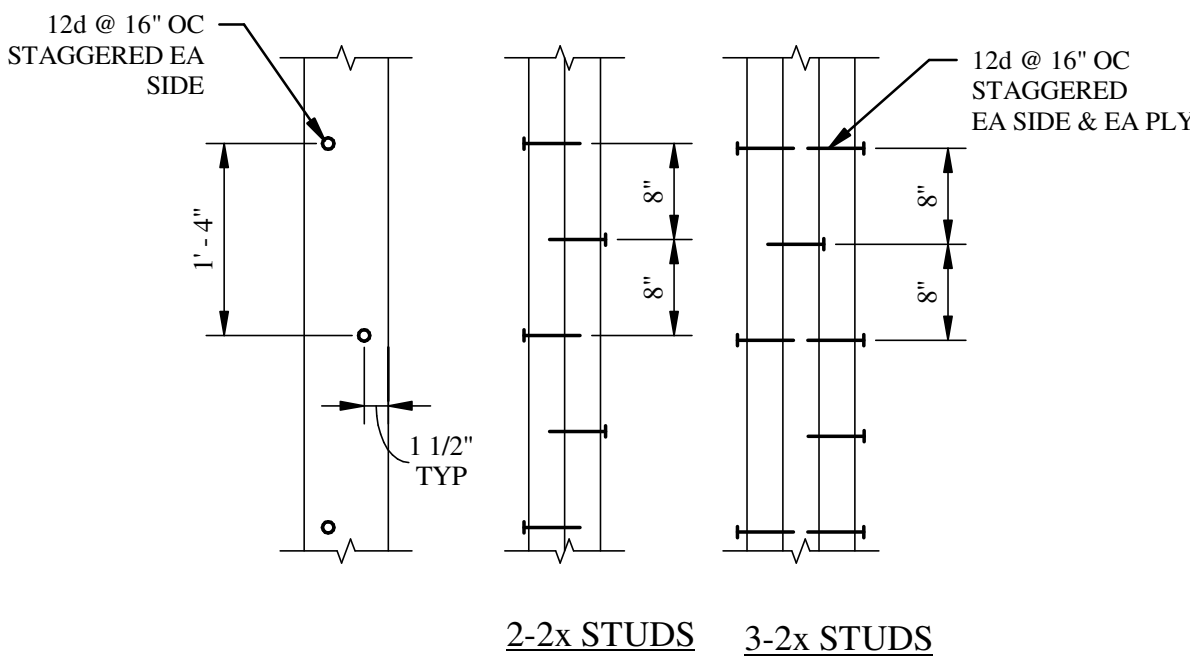
- NOTES:
- SEE PLANS FOR SHEARWALL LOCATIONS.
 - GYPSUM WALLBOARD ATTACHMENT SHALL BE MINIMUM 5d COOLER NAILS @ 7" OC EDGE & FIELD.
 - SEE DETAIL 5/S2.1.2 FOR EXAMPLES OF PANEL NAILING PATTERNS WHERE BLOCKING IS REQUIRED.
 - ONLY ONE HOLDDOWN IS REQUIRED AT INTERSECTING OUTSIDE CORNER SHEARWALLS WHICH HAVE A COMMON END POST (USE LARGER HOLDDOWN).
 - POWER DRIVEN FASTENER (PDF) SHALL HAVE A SHANK DIAMETER OF 0.145" AND SHALL PENETRATE A MINIMUM OF 1 1/4" INTO CONCRETE (A SHANK DIAMETER OF 0.205" SPACED @ 12" MAY BE SUBSTITUTED).
 - ALL SHEAR WALLS AND SHEATHING SHALL EXTEND TO UNDERSIDE ROOF DECK.
 - SEE 6/S2.1.3 FOR TYP TIE ROD DETAILS.
 - SEE 5/S2.1.3 OR TIE ROD SUPPLIER FOR SHEAR WALL END POST STUD CONFIGURATION.

FASTENER SCHEDULE					
LOCATION	BEARING MATERIAL	UPLIFT	FASTENER (1)	TRUSS/RAFTER OR STUD POST	CONNECTIONS WOOD
ROOF TRUSS	WOOD	<400#	1-H2.5A	5-8d	5-8d
	WOOD	<900#	1-H10	9-10d	9-10d
	WOOD	<1500#	2-H10	18-10d	18-10d
	WOOD	>1500#	SEE		
SILL PL TO FOUNDATION SLAB OR CMU WALLS		1/2"x0.131" @ 16" PL WASHER @ 24"			

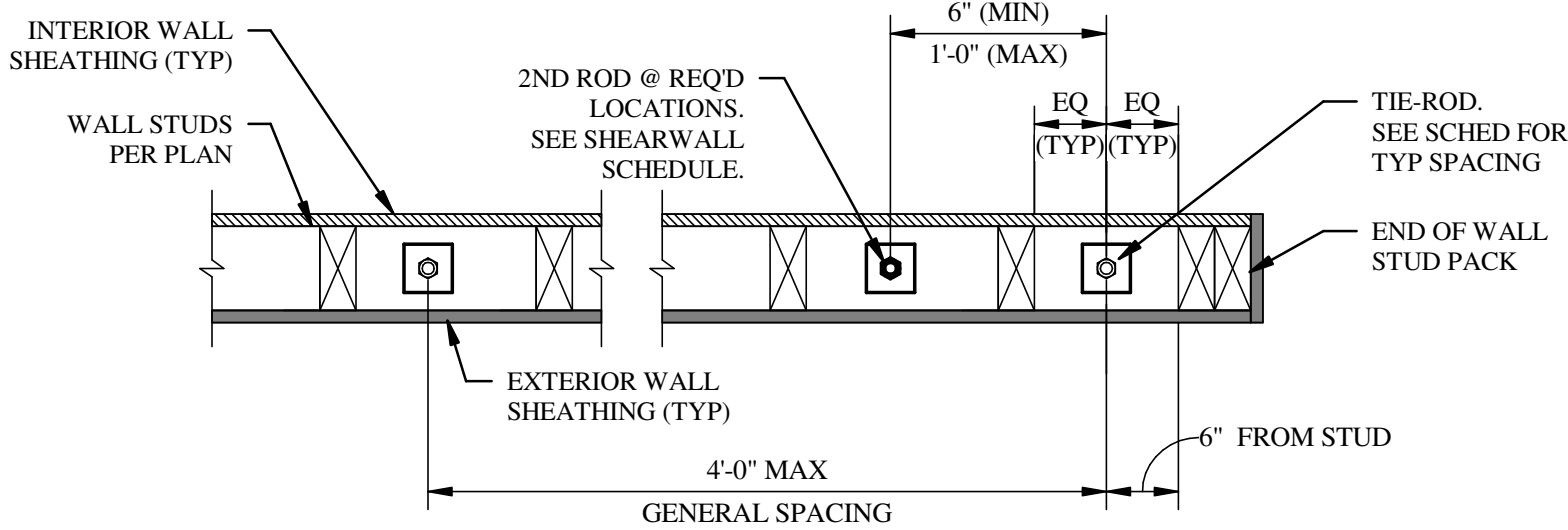
- NOTES:
- ALL CONNECTORS LISTED ARE SIMPSON STRONG-TIE, UNO. OTHER MANUFACTURERS MAY BE SUBSTITUTED. NAIL SIZE AND NUMBER SHALL BE IN ACCORDANCE WITH MANUFACTURER'S CATALOG. ROOF TRUSS CLIPS SHALL BE SELECTED TO PROVIDE THE UPLIFT RESISTANCE SHOWN ON THE ROOF TRUSS SHOP DRAWINGS.
 - IN ADDITION TO SCHEDULED HOLD DOWN, PROVIDE (3)-16d TOE NAILS INTO TOP PL.
 - EMBEDMENT OF BOLTS SHALL BE AS FOLLOWS:
BOLT TYPE 1/2"Ø 3/4"Ø
EMBEDDED ANCHOR 7" 12"
EPOXIED THREADED ROD 6" 7 1/2"
EXPANSION ANCHOR 6" NOT PERMITTED



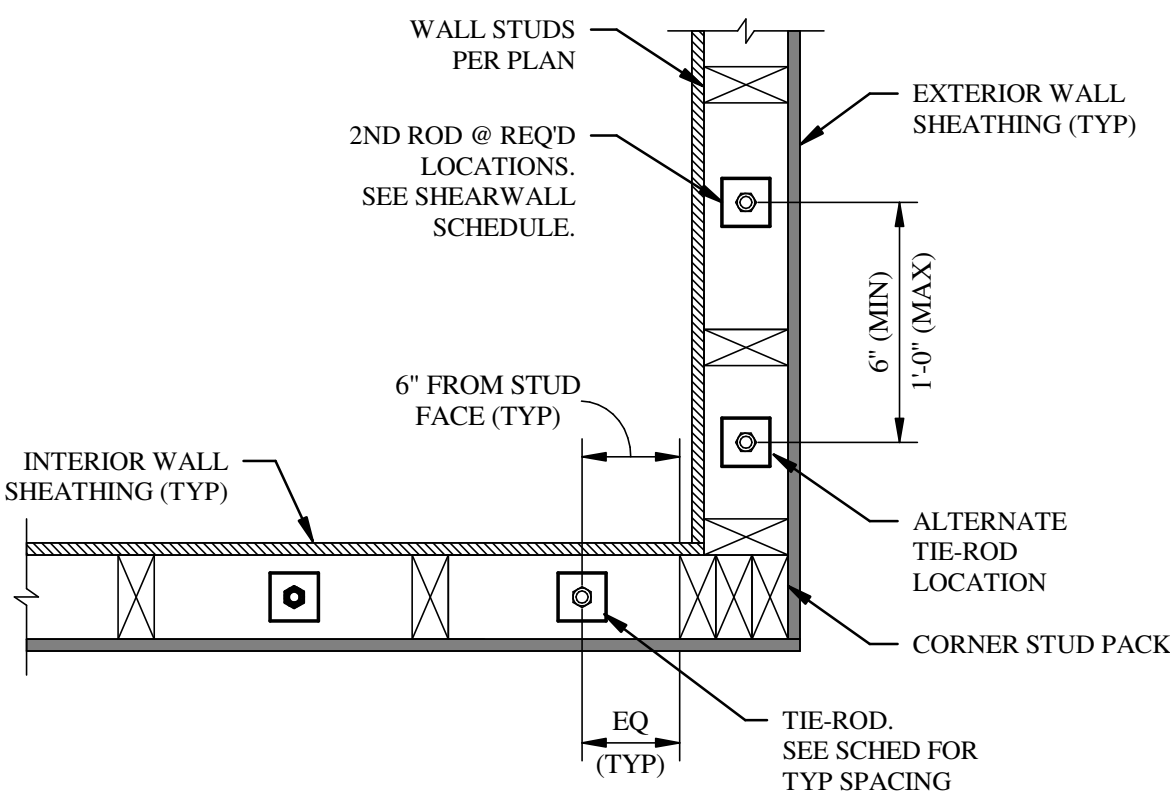
1 BUILT UP BEAM DETAIL
S2.1.3 SCALE: NTS



2 BUILT-UP COL DETAIL
S2.1.3 SCALE: NTS

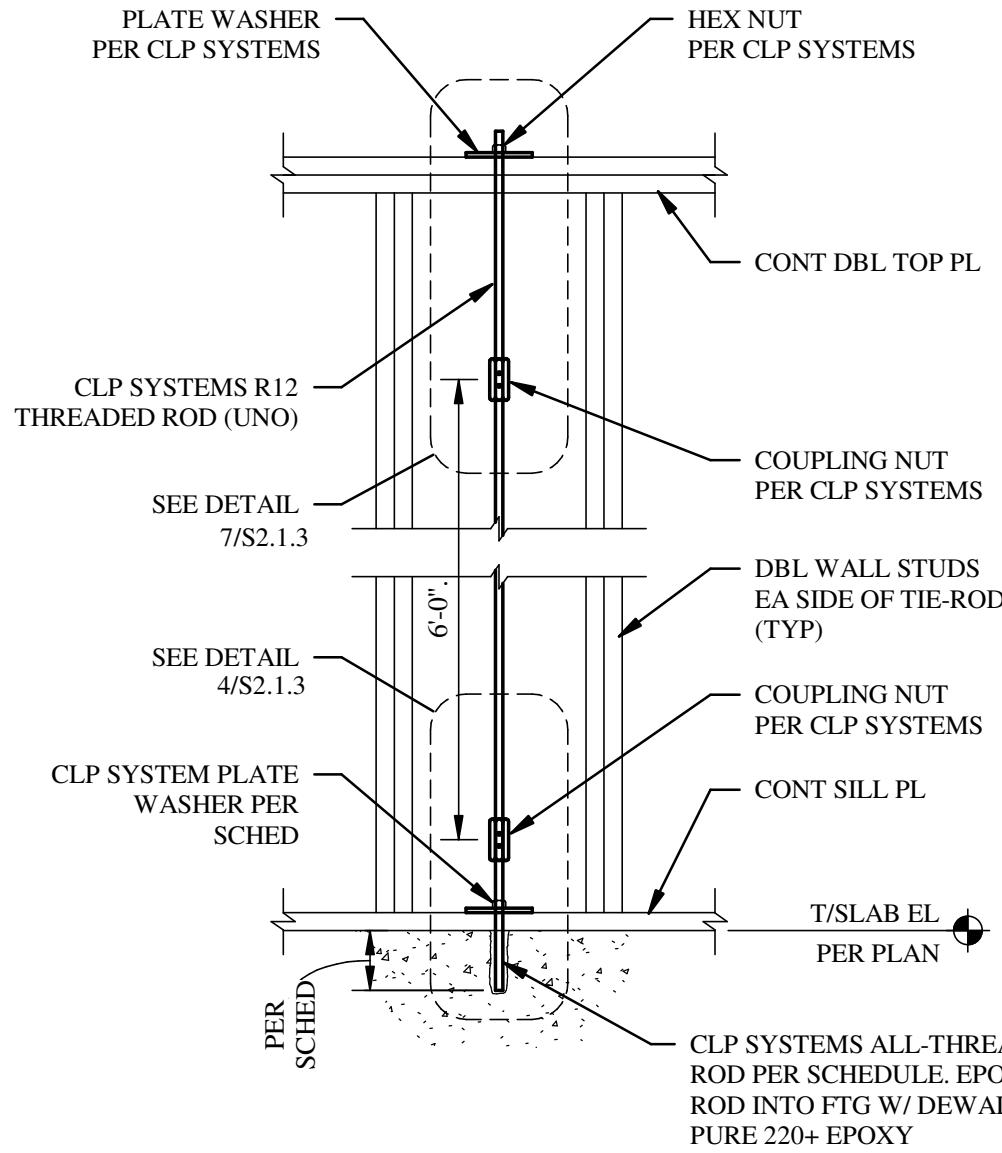


TYPICAL CONFIGURATION AT END OF WALL



TYPICAL CONFIGURATION AT CORNER

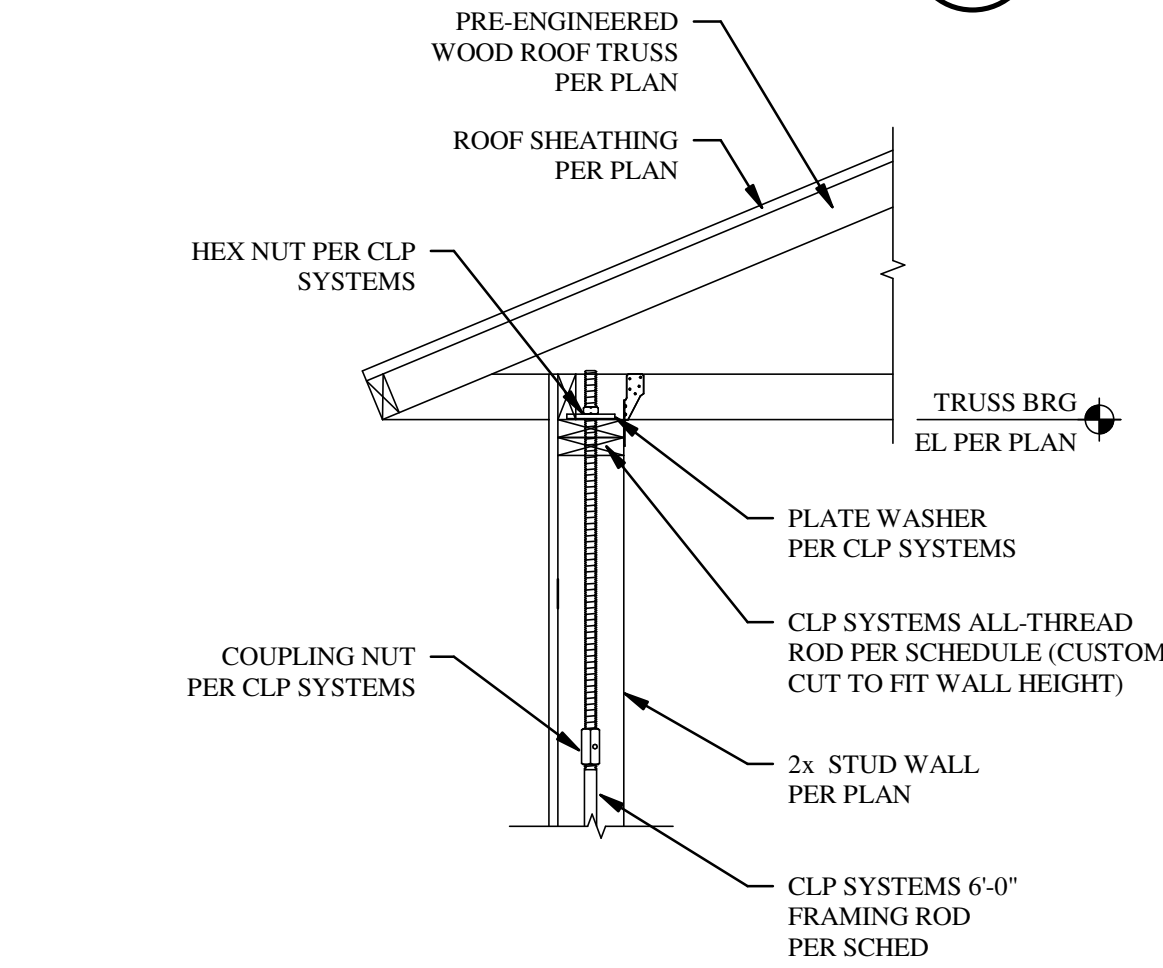
5 TIE-ROD CONFIGURATION DETAIL
S2.1.3 SCALE: NTS



- NOTES:
- CLP SYSTEMS CONNECTORS ARE SPECIFICALLY REQUIRED TO MEET THE STRUCTURAL CALCULATIONS OF PLAN. BEFORE SUBSTITUTING ANOTHER BRAND, CONFIRM LOAD CAPACITY BASED ON RELIABLE PUBLISHED TESTING DATA OR CALCULATIONS. THE EOR SHOULD EVALUATE AND GIVE WRITTEN APPROVAL FOR SUBSTITUTION PRIOR TO INSTALLATION.
 - PROVIDE R12 (1/2"Ø) TIE RODS @ 4'-0" OC MAX & @ ALL CORNERS & @ EA SIDE OF WALL OPENINGS, UNO ON SHEAR WALL. SCHEDULE. SEE TYP CONN DETAILS ON THIS SHEET.
 - SILL ANCHOR BOLT SPACING MUST BE PER THE SHEARWALL SCHEDULE. HOWEVER, EACH BOLT FOR THE ALTERNATE SYSTEM MAY REPLACE ONE SCHEDULED ANCHOR BOLT.
 - TRUSSES AND CONVENTIONAL FRAMING WILL BE FASTENED WITH CONVENTIONAL FASTENERS AS SHOWN ON THESE DRAWINGS, UNLESS AN ALTERNATE PROCEDURE IS SUBMITTED FOR APPROVAL.
 - PROVIDE 6" MIN SPACING & 12" MAXIMUM SPACING BETWEEN MULTIPLE TIE RODS. PROVIDE (2)-2x STUDS BETWEEN THE RODS (MIN). SEE SHEAR WALL SCHEDULE FOR REQ'D LOCATIONS.
 - SEE SHEAR WALL SCHEDULE ON S2.1.3 FOR TIE ROD SIZE ON EA END OF SHEARWALL.

6 TYP TIE ROD DETAIL
S2.1.3 SCALE: NTS

TIE-ROD SCHEDULE				
MARK	ROD SIZE	EPOXY ROD SIZE	EPOXY DEPTH	PLATE WASHER
R12	1/2"Ø	1/2"Ø	4 1/2"	W3
R58	5/8"Ø	5/8"Ø	6"	W43a



7 TYP TOP PL CONN DETAIL
S2.1.3 SCALE: NTS

LOWE STRUCTURES, INC.
11651 Central Prkwy., Suite 106
Jacksonville, FL 32224
(904) 992-0377
FL Cert of Auth: 28261
EOR: Timothy J. Morgan FL PE: 80481

REVISIONS

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BANNON LAKES
St. Johns County, FL
FITNESS CENTER
SECTIONS & DETAILS



BASHAM & LUCAS
DESIGN GROUP, INC.

7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
(904) 731-2323 • bashamlucas.com
LN: AA0016514 1 LA6666906

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JOB NO.	25-28

S2.1.3

REVIEW SET

ABBREVIATIONS

#-		HVAC	HEATING, VENTILATION, & AIR CONDITIONING
2WAY	TWO-WAY	HWP	HOT WATER PUMP
3WAY	THREE-WAY	HWR	HOT WATER RETURN
-A-		HWS	HOT WATER SUPPLY
A/C	AIR CONDITION	HZ	HERTZ
ADA	AMERICAN DISABILITIES ACT	+	
ADDL	ADDITIONAL	IAQ	INDOOR AIR QUALITY
ADJ	ADJUSTABLE	ID	INSIDE DIMENSION
AFB	ABOVE FINISHED FLOOR	IN	INCH
AHU	AUTHORITY HAVING JURISDICTION	-K-	
AHU	AIR HANDLING UNIT	KW	KILOWATT
AIA	AMERICAN INSTITUTE OF ARCH	-L-	
AMP	AMPHERE	(L)	LINED
ARCH	ARCHITECT	LAT	LEAVING AIR TEMPERATURE
ASHRAE	AMERICAN SOCIETY OF HEATING REFRIGERATION & AIR CONDITIONING ENGINEERS	LBS	POUND(S)
		LH	LATENT HEAT
AUTO	AUTOMATIC	LTH	LENGTH
AVG	AVERAGE	LWT	LEAVING WATER TEMPERATURE
-B-		-M-	
BDD	BACKDRAFT DAMPER	MAT	MIXED AIR TEMPERATURE
BFP	BACKFLOW PREVENTOR	MAX	MAXIMUM
BLDG	BUILDING	MBTUH	THOUSAND BTU PER HOUR
BLW	BELOW / UNDERGROUND	MECH	MECHANICAL
BTU	BRITISH THERMAL UNIT	MED	MEDIUM
BTUH	BRITISH THERMAL UNIT/ HOUR	MER	MECHANICAL EQUIPMENT ROOM
-C-		MFR	MANUFACTURER
CAP	CAPACITY, CAPACITOR	MHP	MOTOR HORSEPOWER
CC	COOLING COIL	MIN	MINIMUM, MINUTE
CD	CEILING DIFFUSER, CONSTRUCTION DOCUMENT	MOT	MOTOR
CFM	CUBIC FEET PER MINUTE	MS	MOTOR STARTER
CFSD	COMBINATION FIRE/SMOKE DAMPER	MTD	MEAN TEMP DIFFERENCE
CH	CHILLER	MTGHT	MOUNTING HEIGHT
CHWP	CHILLED WATER PUMP	MU	MAKE UP WATER LINE
CHWR	CHILLED WATER RETURN	-N-	
CHWS	CHILLED WATER SUPPLY	NIC	NOT IN CONTRACT
CL	CENTER LINE, CLOSE, CLOSET	NO	NORMALLY OPEN, NUMBER
CLG	CEILING	NTS	NOT TO SCALE
CNDS	CONDENSATE DRAIN	-O-	
CO2	CARBON DIOXIDE	OA	OUTSIDE AIR
COND	CONDENSER	OD	OUTSIDE DIAMETER
CONN	CONNECT, CONNECTION	OED	OPEN ENDED DUCT
CP	CONTROL PANEL, CHROME PLATED	-P-	
CV	CONSTANT VOLUME	PD	PRESSURE DROP/DIFFERENCE
CWP	CONDENSER WATER PUMP	PERF	PERFORATED
CWR	CONDENSER WATER RETURN	PH	PHASE
CWS	CONDENSER WATER SUPPLY	PLBG	PLUMBING
-D-		POS	POSITIVE
(D)	EXISTING TO BE DEMOLISHED	PRV	PRESSURE REDUCING VALVE
DB	DRY BULB	PSI	POUNDS PER SQUARE INCH
dB	DECIBEL	-R-	
DBA	UNIT OF SOUND LEVEL	(R)	REMOVE EXISTING
DBT	DRY BULB TEMPERATURE	R	RISE
DDC	DIRECT DIGITAL CONTROL	RA	RETURN AIR
DEG	DEGREE	RAG	RETURN AIR GRILLE
DIA	DIAMETER	REC	RECESSED
DMPR	DAMPER	REFR	REFRIGERATION
DN	DOWN	REG	REGISTER
DPT	DEW POINT TEMPERATURE	REM	REMOVABLE
DR	DRAIN	REQD	REQUIRED
DWG	DRAWING	RH	RELATIVE HUMIDITY
-E-		RHC	REHEAT COIL
(E)EX	EXISTING TO REMAIN	RLA	RUNNING LOAD AMPERES
(ER)	EXISTING TO BE RELOCATED	RLL	REFRIGERANT LIQUID LINE
EA	EXHAUST AIR	RM	ROOM
EAR	EXHAUST AIR REGISTER	RPM	REVOLUTIONS PER MINUTE
EAT	ENTERING AIR TEMPERATURE	RSL	REFRIGERANT SUCTION LINE
EDBT	ENTERING DRY BULB TEMP	-S-	
EER	ENERGY EFFICIENCY RATIO	SA	SUPPLY AIR, SHOCK ABSORBER
EF	EXHAUST FAN	SD	SMOKE DAMPER/DETECTOR
EL	ELEVATION / ELEVATOR LOBBY	SEER	SEASONAL ENERGY EFFICIENCY
ELEC	ELECTRIC / ELECTRICAL	SF	SQUARE FOOT (FEET), SUPPLY FAN
ESP	EXTERNAL STATIC PRESSURE	SP	STATIC PRESSURE
EWBT	ENTERING WET BULB TEMP	SPEC	SPECIFICATION
EWT	ENTERING WATER TEMP	SS	STAINLESS STEEL
EXH	EXHAUST	STRUC	STRUCTURAL
EXIST	EXISTING	-T-	
-F-		TA	TRANSFER AIR
F	FAHRENHEIT, FIRE SERVICE, FEMALE	TDH	TOTAL DYNAMIC HEAD
FA	FACE, FREE AREA, FIRE ALARM	TEMP	TEMPERATURE
FCU	FAN COIL UNIT	TSTAT	THERMOSTAT
FD	FIRE DAMPER	TYP	TYPICAL
FLA	FULL LOAD AMPERES	TRD	TRANSFER DUCT
FLEX	FLEXIBLE	-V-	
FPM	FEET PER MINUTE	V	VOLT, VENT, VIDEO
FT	FOOT, FEET	VAV	VARIABLE AIR VOLUME
-G-		VD	VOLUME DAMPER
GAL	GALLON	VFD	VARIABLE FREQUENCY DRIVE
GALV	GALVANIZED	-W-	
GPM	GALLONS PER MINUTE	W	WIDTH, WIRE, WATT, WASTE,
GRL	GRILLE	W/	WITH
-H-		W/O	WITHOUT
HD	HEAD	WB	WET BULB
HORIZ	HORIZONTAL	WMS	WIRE MESH SCREEN
HP	HORSEPOWER		

SYMBOLS LEGEND

ANNOTATION			
1 VIEW TITLE SCALE: NTS	PLAN TITLE NO. - 1		EXISTING TO BE DEMOLISHED
1 TITLE M-201 SCALE: NTS	TITLE MARK DETAIL OR PLAN NO. - 1 FOUND IN M-201		SIDEWALL SUPPLY DIFFUSER
1 M-501	DETAIL REFERENCE DETAIL NO. - 1 FOUND IN M-501		LINEAR SLOT DIFFUSER
	SECTION MARK SECTION NO. - 1 FOUND IN M-501		12"x6" SIDEWALL SUPPLY REGISTER, 150 CFM
	DETAIL BOUNDARY (RECTANGLE) DETAIL NO. - 2		12"x6" SIDEWALL RETURN / EXHAUST REGISTER, 150 CFM
1	SHEET KEYNOTE		ROUND SUPPLY DIFFUSER
	REVISION CLOUD (DELTA 1)		ROUND RETURN DIFFUSER
	EQUIPMENT TAG MARK - AC MARK NO. - 1-1		FLOOR REGISTER (GRILLE)
	LOUVER IN DOOR MINIMUM 1.0 SQ FT, FREE AREA	VAV BOXES	
	POINT OF CONNECTION		SINGLE DUCT VAV BOX
	POINT OF DISCONNECTION		SINGLE DUCT VAV BOX WITH ATTENUATOR
DUCT			SINGLE DUCT VAV WITH REHEAT
	DUCTWORK (NEW)		SINGLE DUCT VAV BOX WITH REHEAT AND ATTENUATOR
	DUCTWORK/EQUIPMENT (EXISTING)		SHUT-OFF VAV BOX WITH HYDRONIC HEATING COIL AND OUTLET BOX
	DUCTWORK (EXISTING TO BE DEMOLISHED)	DAMPERS AND CONTROLS	
	DUCTWORK WITH ACOUSTIC LINING		COMBINATION SMOKE/FIRE DAMPER
	DUCT UNDER POSITIVE PRESSURE		SMOKE DAMPER
	DUCT UNDER NEGATIVE PRESSURE		BACK DRAFT DAMPER
	RISE IN DUCT (IN DIRECTION OF AIR FLOW)		AUTOMATIC DAMPER (MOTORIZED)
	DROP IN DUCT (IN DIRECTION OF AIR FLOW)		VOLUME DAMPER
	REHEAT COIL		CARBON DIOXIDE SENSOR
	FLEX DUCT		THERMOSTAT
	DUCT TRANSITION		DUCT SMOKE DETECTOR
	VANED ELBOW	PIPING	
	RADIUS ELBOW		NEW PIPING (SEE ABBREVIATION FOR PIPE I.D.)
	DUCT FITTING (SEE DETAILS)		EXISTING TO REMAIN
	FLEXIBLE DUCT CONNECTION		EXISTING TO BE DEMOLISHED
	TRANSFER AIR BOOT (STRAIGHT) SEE SCHEDULE REQUIREMENTS	VALVES	
	TRANSFER AIR ELBOW WITH ACOUSTIC LINING		BALL VALVE
	SOUND ATTENUATOR		BUTTERFLY VALVE
DIFFUSERS			CHECK VALVE
	CEILING SUPPLY DIFFUSER, TYPE A, THROW PATTERN 4-WAY, 100 CFM		FLOAT VALVE
	CEILING RETURN REGISTER (GRILLE), TYPE A, 100 CFM		FUSIBLE LINK
	CEILING EXHAUST, TYPE A, 100 CFM		GATE VALVE
	CEILING SUPPLY WITH BLANKING PLATE (3-WAY)		GATE VALVE - OS&Y
	EXISTING TO REMAIN		GLOBE VALVE
			MOTORIZED BALL VALVE
			PLUG VALVE
			PLUG SAFETY VALVE
			PRESSURE REDUCING VALVE
			PRESSURE RELIEF VALVE
			SOLENOID VALVE
			VALVED AND CAPPED OUTLET
			BACK FLOW PREVENTER
		FITTINGS	
			ELBOW DOWN
			ELBOW DOWN TO TEE
			ELBOW UP
			END CAP
			TEE DOWN
			TEE UP
			UNION

GENERAL NOTES

- WHERE THE REQUIREMENTS BETWEEN THE DIFFERENT CRITERIA AND CODES ARE AT VARIANCE, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.
- NOT ALL SYMBOLS, NOTES, DETAILS AND EQUIPMENT IN SCHEDULES ON GENERAL SHEETS WILL APPLY TO EACH BUILDING. THEY ARE TO COVER ALL BUILDINGS AND WILL APPLY BASED ON SCOPE IN BUILDING.
- WHERE THERE IS A DISCREPANCY BETWEEN THE DRAWINGS AND SPECIFICATIONS, NOTIFY THE ENGINEER PRIOR TO BID. FOR BIDDING PURPOSES THE MORE STRINGENT SHALL APPLY.
- THE CONTRACTOR SHALL EXAMINE THE COMPLETE SET OF CONTRACT DOCUMENTS FOR ALL TRADES, AS ISSUED BY THE ARCHITECT AND REVIEW DIMENSIONS, SPACE REQUIREMENTS AND POINT OF CONNECTIONS TO ALL EQUIPMENT. MAKE ANY MINOR ADJUSTMENTS NECESSARY TO AVOID CONFLICTS WITH THE BUILDING STRUCTURE AND THE WORK OF OTHER TRADES.
- UNLESS INSTRUCTED OTHERWISE, THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS, LICENSES, AND FEES REQUIRED FOR INSTALLATION OF THE MECHANICAL WORK. FURNISH FINAL CERTIFICATE OF INSPECTION OR WRITTEN EVIDENCE OF ACCEPTANCE BY INSPECTION AUTHORITIES FOR ALL WORK INSTALLED.
- REFER TO COMPLETE DRAWING PACKAGE FOR EXTENT OF CONSTRUCTION, AND EXACT LOCATION OF FIXTURES, EQUIPMENT, DEVICES , ETC.
- CONTRACTOR SHALL COORDINATE WITH ALL TRADES TO ENSURE AN UNDERSTANDING OF THE COMPLETE SCOPE OF PROJECT PRIOR TO START OF WORK.
- ALL EQUIPMENT & MATERIALS SHALL MATCH DESIGN SPECIFICATIONS AND MANUFACTURER'S RECOMMENDED INSTALLATION INSTRUCTIONS.
- LOCATION OF DUCTWORK IS APPROXIMATE. ALL DRAWINGS AND LAYOUT ARE DIAGRAMMATIC TO SHOW DESIGN. INTENT ONLY. CONTRACTOR TO COORDINATE ALL DUCTWORK AND PIPING WITH ALL OTHER WORK. IF FIELD CONDITIONS DIFFER SIGNIFICANTLY FROM THOSE SHOWN ON THE DRAWINGS AND AFFECT WORK, INFORM ARCHITECT IMMEDIATELY BEFORE PROCEEDING WITH THAT AREA.
- INSTALL FIRE DAMPER OR COMBINATION FIRE/SMOKE DAMPER ON ALL DUCTS PENETRATING FIRE RATED ENCLOSURES AND PARTITIONS, AND RATED CEILINGS OF HORIZONTAL EXITS. THE CONTRACTOR SHALL INTERLOCK ALL COMBINATION FIRE/SMOKE DAMPERS WITH LISTED AREA TYPE SMOKE DETECTORS IN THE BUILDING FIRE LIFE SAFETY SYSTEM. VERIFY WITH LIFE SAFETY SYSTEM CONTRACTOR. SEE FIRE ALARM SPECIFICATION AND SMOKE CONTROL NOTES FOR ADDITIONAL INFORMATION.
- AIR HANDLING UNITS AND FAN COIL UNITS SHALL BE PROVIDED WITH DUCT SMOKE DETECTORS AT THE UNITS OUTLET WHEN THE UNITS CAPACITY EQUALS 2000 CFM OR GREATER.
- A MINIMUM OF 42" CLEAR WORKING SPACE, NOT LESS THAN 30" WIDE, SHALL BE MAINTAINED IN FRONT OF ALL SWITCHES, OVERCURRENT DEVICES AND ELECTRIC CONTROL COMPONENTS. THE WORKING SPACE SHALL BE CLEAR AND EXTEND FROM THE GRADE, FLOOR, OR PLATFORM TO MINIMUM OF 6'-8" FT. WHERE THE ELECTRICAL EQUIPMENT EXCEEDS 6-1/2 FT IN HEIGHT, THE MINIMUM HEADROOM SHALL NOT BE LESS THAN THE HEIGHT OF THE EQUIPMENT.
- A MINIMUM OF 24" CLEAR WORKING SPACE SHALL BE PROVIDED IN FRONT OF THE ACCESS PANELS.
- THE SMOKE DETECTORS LOCATED AT AIR MOVING EQUIPMENT SHALL SHUT DOWN ALL AIR HANDLING EQUIPMENT VIA THE LIFE SAFETY SYSTEM WHEN SMOKE IS DETECTED AT EQUIPMENT. ALL OTHER AIR MOVING EQUIPMENT LOCATED IN OR CONNECTED TO COMMON PLENUM OR SMOKE ZONE SHALL SHUT DOWN.
- ALL ELECTRICAL CONTROLS FOR THE SMOKE CONTROL SHALL BE RATED FOR SUCH USE.
- PROVIDE ACCESS PANELS (MATCH WALL OR CEILING RATING) IN ALL WALLS OR CEILINGS WHERE ACCESS TO DAMPERS, CONTROLS, ETC., ARE REQUIRED BY CODE. COORDINATE LOCATIONS WITH ARCHITECT.
- CONTRACTOR SHALL NOTE THE CRITICAL SPACE AVAILABLE ABOVE CEILINGS. PROVIDE TRANSITION PIECES AT CROSSOVERS, UNDER BEAMS, OVER/UNDER PIPES, AS REQUIRED TO ACCOMMODATE DUCTS WITHIN SPACE AVAILABLE. PROVIDING EQUIVALENT DUCT SIZE TO THE DIAMETER SHOWN. COORDINATE CLOSELY WITH OTHER TRADES TO REDUCE NECESSITY OF TRANSITIONS TO A MINIMUM. NO ADDITIONAL COSTS WILL BE PAID FOR ANY REQUIRED SHALL BE SUPPORTED AND SEISMICALLY RESTRAINED PER THE LOCAL BUILDING CODES AND SMACNA STANDARD.
- THERE SHALL BE NO PIPING AND/OR DUCTWORK RUN THROUGH ELECTRICAL ROOMS UNLESS THAT DUCTWORK AND/OR PIPING IS SERVING THAT ELECTRICAL SPACE.
- ALL FLEXIBLE DUCT CONNECTIONS TO AIR DISTRIBUTION DEVICES TO BE MAX. 5'-0" ACOUSTICAL FLEX DUCT PER SPECIFICATIONS.
- LOCATE EXISTING REINFORCING STEEL UTILIZING ANY SUITABLE METAL DETECTION SYSTEM. DO NOT CUT ANY EXISTING STEEL REINFORCEMENT. SHIFT ANCHOR OR CORE TO MISS THE REBAR.
- BOLTS MUST BE INSTALLED TO AVOID DAMAGING EXISTING STEEL REINFORCEMENT. IN CASE OF CONFLICT, ADJUST BOLT LOCATION, ALLOWING FOR 1" CONCRETE COVER BETWEEN REBAR AND BOLT.
- PROVIDE TRANSFER DUCTS AS NECESSARY ABOVE CEILING FOR RETURN AIR PATH TO AIR HANDLING EQUIPMENT SERVING THAT SPACE. REFER TO DETAILS FOR TRANSFER DUCT SIZES.
- PROVIDE A COMPLETE SET OF "AS BUILT" DRAWINGS, ELECTRONICALLY AND HARD COPY, UPON COMPLETION OF THE PROJECT AND SUBMIT TO FACILITY ENGINEER.
- PROVIDE FITTING FOR CHANGE IN SIZE FOR FINAL CONNECTION AT EQUIPMENT AS REQUIRED.
- WHERE INTERNAL SOUND-ABSORPTIVE DUCT IS CALLED FOR, DUCT DIMENSIONS ARE CLEAR INSIDE DUCT LINING DIMENSIONS.
- PROVIDE ACCESS DOORS IN DUCTWORK WHERE INDICATED OR REQUIRED FOR ACCESS TO SYSTEM COMPONENTS INCLUDING BUT NOT LIMITED TO FOLLOWING: FIRE DAMPERS, SMOKE DAMPERS, AUTOMATIC DAMPERS, ETC.
- EQUIPMENT LOCATIONS ARE APPROXIMATE LOCATIONS. THE CONTARCTOR SHALL CONFIRM CLEARANCES PRIOR TO INSTALLATION. ALL DIMENSIONS AND ELEVATIONS FOR NEW AND EXISTING EQUIPMENT, PIPING AND APPARATUS ARE APPROXIMATE AND ARE ONLY FOR CONTRACTOR'S GUIDANCE. CONTRACTOR SHALL SUBMIT COORDINATED INSTALLATION SHOP DRAWINGS SHOWING ALL DIMENSIONS AND ELEVATIONS AND VERIFIED IN THE FIELD. PIPING INDICATED ON THE DRAWINGS, SECTIONS, AND PROSPECTIVE VIEWS SHOW THE GENERAL ARRANGEMENT OF PIPING TO BE INSTALLED WITHIN THE SPACE. PIPE ELEVATIONS IN EXACT LOCATIONS SHALL BE DETERMINED BY THE INSTALLING CONTRACTOR AND DETAILED ON THE SHOP DRAWINGS.
- PIPING THROUGH WALLS AND BUILDING CONSTRUCTIONS SHALL BE PROVIDED WITH PIPE SLEEVES. SLEEVES SHALL EXTEND THE FULL DEPTH OF THE CONSTRUCTIONS PENETRATED.
- ALL SUPPLY AND RETURN DUCTS AND PLENUMS SHALL BE INSULATED WITH A MINIMUM OF R-6 INSULATION WHERE LOCATED IN UNCONDITIONED SPACED AND A MINIMUM OF R-8 INSULATION WHERE LOCATED OUTSIDE THE BUILDING. WHERE LOCATED WITHIN THE BUILDING ENVELOPE ASSEMBLY, THE DUCT OR PLENUM SHALL BE SEPARATED FROM THE BUILDING EXTERIOR OR UNCONDITIONED SPACES BY A MINIMUM OF R-8 INSULATION.
- ALL DIMENSIONS ARE INTERNAL CLEAR DIMENSION.
- NO AS-BUILT DRAWINGS AVAILABLE. INFORMATION DEPICTED WAS BASED ON FIELD INSPECTION AND ENGINEERING JUDGEMENT.
- INSTALL DUCTWORK PER SMACNA DUCT CONSTRUCTION STANDARDS AND FBC MECHANICAL.
- GALVANIZED DUCTWORK SHALL CONFORM TO **SMACNA METAL AND FLEXIBLE DUCT CONSTRUCTION STANDARDS**.
- FIBERGLASS DUCTWORK SHALL CONFORM TO **SMACNA FIBERGLASS DUCT CONSTRUCTION STANDARDS**.
- COORDINATE THERMOSTAT INSTALLATION TO AVOID HEAT EMITTING EQUIPMENT. THERMOSTATS SHALL BE INSTALLED 48-INCHES ABOVE FINISHED FLOOR.
- PROVIDE BALANCING DAMPERS IN ALL DUCT BRANCHES.
- THE DUCTWORK SYSTEM SHALL BE A SMACNA PRESSURE CLASSIFICATION OF 2.0" S.P., SEAL CLASS "C".
- BALANCE AIR HANDLING UNIT AS SHOWN IN DRAWING.
- THE CONTRACTOR SHALL PROVIDE THE NECESSARY REINFORCEMENT AS REQUIRED TO INSTALL MECHANICAL EQUIPMENT AND MATERIALS PER STRUCTURAL ENGINEER'S RECOMMENDATIONS. PROVIDE DIFFUSER AND RETURN TRANSITIONS AS NECESSARY.
- MAINTAIN 36" MINIMUM MECHANICAL EQUIPMENT CLEARANCE FROM ELECTRICAL PANELS.
- COORDINATE FINAL DIFFUSSER LOCATION WITH REFLECTED CEILING PLAN IN THE FIELD.

SHEET INDEX

NO.	TITLE
M-0.0.1	MECHANICAL COVER PAGE
M-1.0.1	MECHANICAL PLANS
M-5.0.1	MECHANICAL DETAILS
M-6.0.1	MECHANICAL SCHEDULES

REVISIONS

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prepared for Bannon Lakes, CDD

BANNON LAKES

Sr. Johns County, FL

FITNESS CENTER

MECHANICAL COVER PAGE

BASHAM & LUCAS

DESIGN GROUP, INC.

7645 GATE PARKWAY SUITE 101 JACKSONVILLE, FLORIDA 32256 (904) 731-2323 • bashamlucas.com LN: AR0016514 • LA6666906

Ian G. Vega, P.E.
License # 83516

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DATE	7/9/2026
JOB NO.	16-06A

CIVIL & MEP ENGINEERING

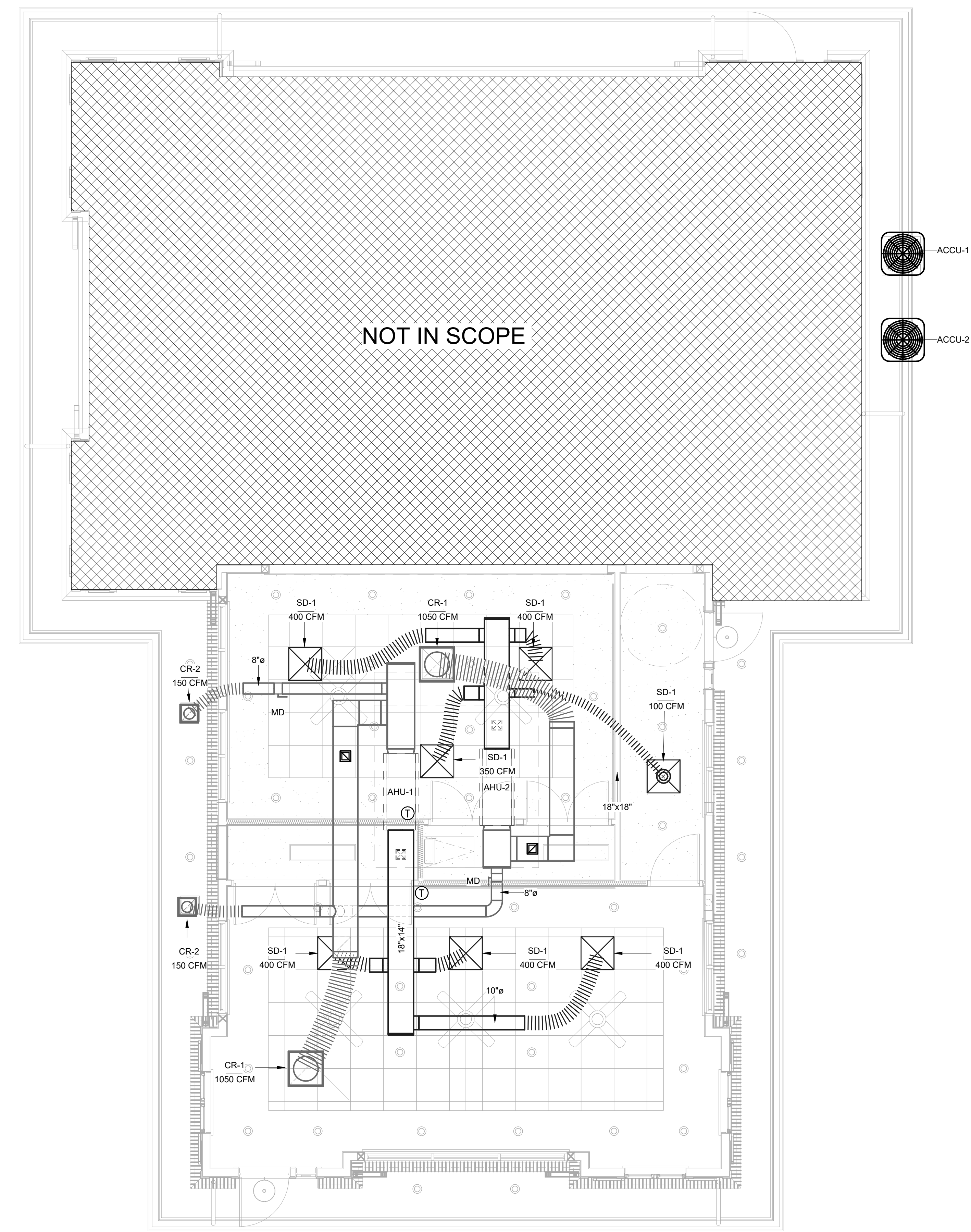
8431 Baymeadows Way, Ste 3 Jacksonville, FL 32256

Web: www.Ci-Mech.com
Email: Info@Ci-Mech.com
Phone: 904-503-1421

Certificate of Authorization: 32282

M-0.0.1

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1 1ST FLOOR MECHANICAL PLAN
1/4" = 1'-0"

MECHANICAL GENERAL NOTES

1. INSTALLATION SHALL COMPLY WITH STATE AND LOCAL CODE.
2. EQUIPMENT LOCATIONS ARE APPROXIMATE. CONTRACTOR SHALL VERIFY ALL DIMENSION IN FIELD.
3. CONTRACTOR TO COORDINATE AHU INSTALLATION WITH STRUCTURE.
4. INSTALL DUCTWORK PER SMACNA DUCT CONSTRUCTION STANDARDS AND FBC MECHANICAL. GALVANIZED DUCTWORK SHALL CONFORM TO THE SMACNA METAL AND FLEXIBLE DUCT CONSTRUCTION STANDARDS.
5. FIBERGLASS DUCTWORK SHALL CONFORM TO THE SMACNA FIBERGLASS DUCT CONSTRUCTION STANDARDS. PAINT DUCTWORK TO MATCH CEILING/ROOF COLOR.
6. COORDINATE THERMOSTAT INSTALLATION TO AVOID HEAT EMITTING EQUIPMENT. THERMOSTATS SHALL BE INSTALLED 48-INCHES ABOVE FINISHED FLOOR.
7. PROVIDE BALANCING DAMPERS IN ALL DUCT BRANCHES, SUPPLY, RETURN AND EXHAUST.
8. THE DUCTWORK SYSTEM SHALL BE A SMACNA PRESSURE CLASSIFICATION OF 2.0" S.P., SEAL CLASS "C".
9. BALANCE AC/FCU UNIT AS SHOWN IN DRAWING.
10. DUCTWORK SHALL BE INSULATED PER FLORIDA BUILDING CODE: ENERGY CONSERVATION.
11. ALL EXPOSED SUPPLY DUCTWORK SHALL BE INSULATED WITH MINIMUM 2.0" INSULATION.
12. CONTRACTOR SHALL COORDINATE WITH OTHER TRADES TO AVOID CONFLICTS AND INTERFERENCES. VERIFY ALL CLEARANCES AND DIMENSIONS BEFORE DUCTWORK FABRICATION. PROVIDE OFFSETS TO MEET FIELD CONDITIONS.
13. THE CONTRACTOR SHALL PROVIDE THE NECESSARY REINFORCEMENT AS REQUIRED TO INSTALL MECHANICAL EQUIPMENT AND MATERIALS PER STRUCTURAL ENGINEER'S RECOMMENDATIONS.
14. PROVIDE DIFFUSER AND RETURN TRANSITIONS AS NECESSARY.
15. MAINTAIN 36" MINIMUM MECHANICAL EQUIPMENT CLEARANCE FROM ELECTRICAL PANELS.
16. COORDINATE FINAL DIFFUSER WITH CEILING GRID IN THE FIELD.
17. FLASH AND COUNTER FLASH ALL ROOF PENETRATION AND PITCH POCKETS.
18. DUCT DIMENSIONS SHOWN REPRESENT INSIDE CLEAR DIMENSIONS.
19. DESIGN DRAWINGS ARE DIAGRAMMATIC AND INDICATE THE GENERAL ARRANGEMENT OF MECHANICAL SYSTEMS AND THE WORK. THE DRAWINGS DO NOT SHOW ALL NECESSARY OFFSETS, BENDS, ELBOWS, OR OTHER SPECIFIC ELEMENTS WHICH MAY BE REQUIRED FOR PROPER INSTALLATION OF THE WORK. SUCH WORK SHALL BE VERIFIED BY THE CONTRACTOR AT THE SITE. ESTABLISH ALL DIMENSIONS FROM ACTUAL MEASUREMENTS TAKEN IN THE FIELD. ADDITIONAL BENDS AND OFFSETS AS REQUIRED BY THE ACTUAL VERTICAL AND HORIZONTAL ALIGNMENT OF EQUIPMENT, STRUCTURAL ELEMENTS, OR OTHER JOB CONDITIONS SHALL BE PROVIDED TO COMPLETE THE WORK AT NO ADDITIONAL COST.

REFRIGERANT LINE REQUIREMENTS FOR A2L REFRIGERANTS

1. RIGID OR FLEXIBLE METAL ENCLOSURES OR PIPE DUCTS SHALL BE PROVIDED FOR SOFT, ANNEALED COPPER TUBING AND USED FOR REFRIGERANT PIPING ERECTED ON THE PREMISES AND CONTAINING OTHER THAN GROUP A1 OR B1 REFRIGERANTS. ENCLOSURES SHALL NOT BE REQUIRED FOR CONNECTIONS BETWEEN CONDENSING UNITS AND THE NEAREST RISER BOX(ES), PROVIDED SUCH CONNECTIONS DO NOT EXCEED 6 FEET IN LENGTH.
2. COPPER TUBING JOINTS USED IN REFRIGERATING SYSTEMS CONTAINING GROUP A2, A3, B2 OR B3 REFRIGERANTS SHALL BE BRAZED. SOLDERED JOINTS SHALL NOT BE USED IN SUCH REFRIGERATING SYSTEMS.

REVISIONS

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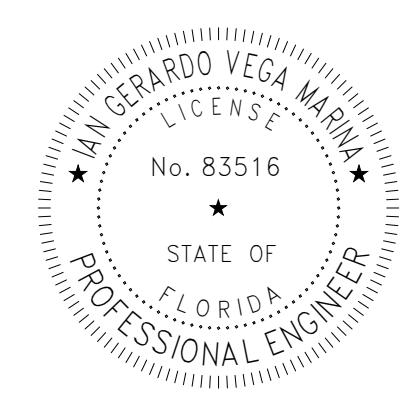
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prepared for Bannon Lakes, CDD

BANNON LAKES
St. Johns County, FL
FITNESS CENTER
MECHANICAL PLANS



BASHAM & LUCAS
DESIGN GROUP, INC.
7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
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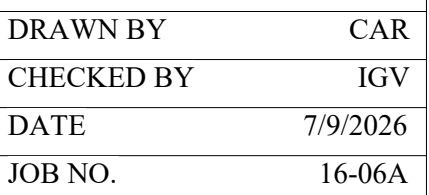
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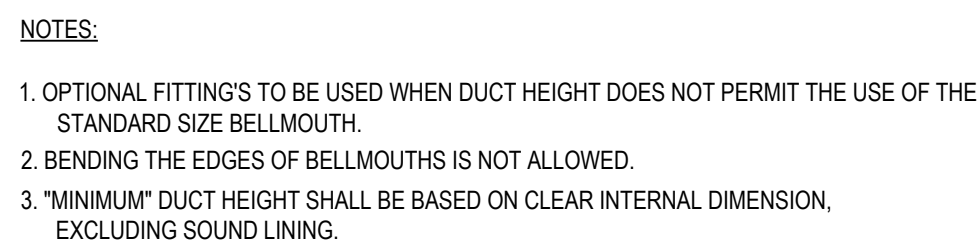
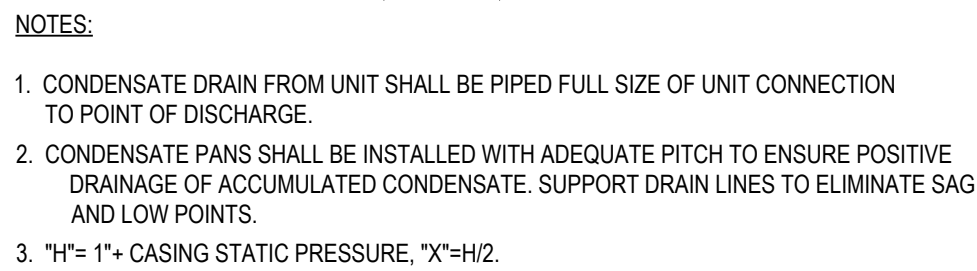
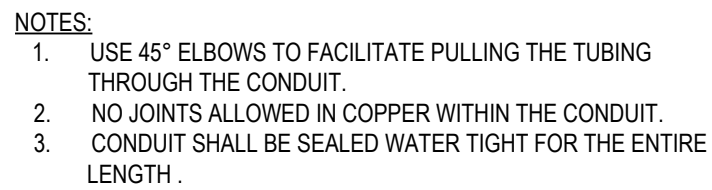
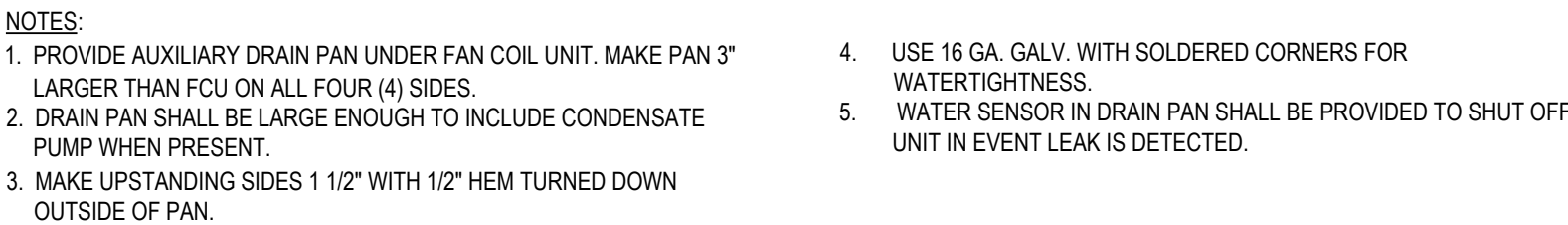
St. Johns County, FL

FITNESS CENTER

MECHANICAL DETAILS



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AIR HANDLING UNIT SCHEDULE																					
TAG	LOCATION	SERVICE	NOMINAL CAPACITY (TONS)	FAN DATA		OUTSIDE AIR (CFM)	COOLING COIL DATA						HEATING CAPACITY		UNIT ELECTRICAL DATA			WEIGHT	MANUFACTURER	MODEL	REMARKS
				CFM	EXT. S.P. (IN.W.C.)		AIR				CAPACITY (MBH)		HEAT PUMP (MBH)	ELECTRIC (KW)	V/PH/Hz	MCA	MOCP	(LBS)			
							EDB (°F)	EWB (°F)	LDB (°F)	LWB (°F)	SENSIBLE	TOTAL									
AHU-1	MECH.ATTIC	OFFICE	3	1200	0.9	150	80	67	55	54	24.9	29.3	36.0	4.0	208/1/60	23	25	120	LENNOX	CBK47UHET03623071	
AHU-2	MECH.ATTIC	OFFICE	3	1200	0.9	150	80	67	55	54	24.9	29.3	36.0	4.0	208/1/60	23	25	120	LENNOX	CBK47UHET03623071	

- NOTES:
- 1.PROVIDE A SINGLE POINT POWER CONNECTION AND DICONNECT SWITCH
 2. ECM MOTOR, PLENUM FAN, UNIT MOUNTED PROGRAMMABLE DDC CONTROLLER, SPACE TEMPERATURE/HUMIDITY CONTROL LOGIC, UNIT MOUNTED LCD CONTROL DISPLAY.
 3. PROVIDE WITH MERV 8 FILTERS.
 4. PROVIDE 1 1/2" DEEP AUXILIARY DRAIN PAN CONSTRUCTION OF 18 GAUGE GALVANIZED SHEET METAL WITH WELDED CORNERS AND SEAMS. PAN SHALL BE SIZED TO COVER AND EXTEND 3" BEYOND AREA BELOW FAN COIL UNIT, PIPING AND VALVES.
 5. PROVIDE INTERLOCKING LEAK PROTECTION FLOAT SWITCH TO SHUT OFF UNIT IF PRIMARY DRAIN FAILS.
 6. PROVIDE WITH 7-DAY PROGRAMMABLE THERMOSTAT. CONTROLS SHALL COMPLY WITH FLORIDA BUILDING CODE, ENERGY CONSERVATION CHAPTER 4.

AIR COOLED CONDENSING UNIT SCHEDULE																	
UNIT TAG	LOCATION	NOMINAL CAPACITY (TONS)	CAPACITY (MBH)	COMPRESSOR DATA			AMBIENT AIR TEMP. (°F)	ELECTRICAL POWER			DESIGN BASIS		EER	MINIMUM SEER2	MINIMUM HSPF2	WEIGHT (LBS)	REMARKS
				NO. OF COMPRESSORS	TYPE	REFRIGERANT		V/PH/Hz	MCA (AMPS)	MOCp (AMPS)	MANUFACTURER	MODEL NO.					
ACCU-1	GRADE	3	36	1	2-STAGE / SCROLL	R-454B	95	208/1/60	22.2	35	LENNOX	ML14KP1-036	-	14.3	8.2	200	
ACCU-2	GRADE	3	36	1	2-STAGE / SCROLL	R-454B	95	208/1/60	22.2	35	LENNOX	ML14KP1-036	-	14.3	8.2	200	

- NOTES:
1. SERVICE VALVE ACCESSORY, HAIL GUARDS.
 2. SEACOAST PROTECTION ON HEAT EXCHANGER AND BASE PANEL.
 3. HIGH PRESSURE PROTECTION, COMPRESSOR THERMAL PROTECTION, COMPRESSOR OVERCURRENT DETECTION, FAN MOTOR OVERHEATING/VOLTAGE PROTECTION.
 4. REFRIGERANT PIPE SIZE SHALL BE BASED ON ACTUAL PIPE INSTALLED EQUIVALENT LENGTH. COORDINATE WITH MANUFACTURER'S REQUIREMENTS.
 5. INSTALLATION SHALL ADHERE TO MANUFACTURER'S INSTALLATION INSTRUCTIONS AND GUIDELINES.
 6. PIPE ROUTING SHALL BE APPROVED BY MANUFACTURER PRIOR TO INSTALLATION. SUBMIT PIPING LAYOUT WITH EXACT DISTANCES TO MANUFACTURER FOR REVIEW AND APPROVAL.
 7. ALL EXTERIOR REFRIGERANT PIPING INSULATION SHALL BE PROVIDED WITH FIELD APPLIED JACKET, HIGH-IMPACT RESISTANT, UV RESISTANT PVC, COMPLYING WITH ASTM D 1784, CLASS 16354-C.5.

TAG	TYPE	CFM RANGE	NECK SIZE	BORDER TYPE	MODULE	NC	TITUS MODEL NUMBER	REMARKS
SD-1	SUPPLY	0-200	8"Ø	LAY-IN	24x24	<25	TMS-AA	R-6 INSULATED BACKPAN
	SUPPLY	201-350	10"Ø	LAY-IN	24x24	<25	TMS-AA	R-6 INSULATED BACKPAN
	SUPPLY	351-450	12"Ø	LAY-IN	24x24	<25	TMS-AA	R-6 INSULATED BACKPAN
	SUPPLY	351-450	12"Ø	LAY-IN	24x24	<25	TMS-AA	R-6 INSULATED BACKPAN
CR-1	RETURN	0-1600	22x22	SURFACE	24x24	<25	50F	ALUMINUM EGGRATE CEILING
CR-2	RETURN	0-400	12x12	SURFACE	12x12	<25	50F	ALUMINUM EGGRATE CEILING

- NOTES:
1. FINAL FINISH AND COLOR TO BE SELECTED BY ARCHITECT.
 2. PROVIDE VOLUME DAMPER UPSTREAM OF EACH DEVICE.
 3. PAINT DUCTWORK FLAT BLACK WHERE VISIBLE THROUGH GRILLE. TYPICAL.
 4. PROVIDE CABLE OPERATED VOLUME DAMPER FOR DIFFUSERS IN INACCESSIBLE CEILINGS.
 5. DEVICES SHALL BE SUITABLE FOR THE CEILING CONSTRUCTION TYPE. COORDINATE WITH ARCHITECTURAL RCP DRAWINGS.
 6. CD-C DIFFUSERS SHALL BE PROVIDED WITH EASILY UNLATCHABLE PERFORATED FACE.
 7. PAINT TO MATCH ADJACENT SURFACE. COORDINATE WITH INTERIOR DESIGN COLOR MATCH.

RECTANGULAR DUCT HANGER SCHEDULE									
PAIR SPACING: DUCT PERIMETER, MAXIMUM HALF	10 FEET		8 FEET		5 FEET		4 FEET		
	STRAP	WIRE/ ROD	STRAP	WIRE/ ROD	STRAP	WIRE/ ROD	STRAP	WIRE/ ROD	
	IN x GA		IN x GA		IN x GA		IN x GA		
	P/2 = 30"	1 x 22	10 GA...	1 x 22	10 GA...	1 x 22	12 GA...	1 x 22	12 GA...
	P/2 = 72"	1 x 18	3/8"	1 x 20	1/4"	1 x 22	1/4"	1 x 22	1/4"
	P/2 = 96"	1 x 16	3/8"	1 x 18	3/8"	1 x 20	3/8"	1 x 22	1/4"
	P/2 = 120"	1.5 x 16	1/2"	1 x16	3/8"	1 x 18	3/8"	1 x 20	1/4"
	P/2 = 168"	1.5 x 16	1/2"	1.5 x 16	1/2"	1 x 16	3/8"	1 x 18	3/8"
	P/2 = 192"	NONE	1/2"	1.5 x 16	1/2"	1 x16	3/8"	1 x16	3/8"
	P/2 = 193" +	SPECIAL ANALYSIS NEEDED							
SINGLE HANGER MAXIMUM ALLOWABLE LOAD				LAP JOINED STRAPS, MINIMUM FASTENERS (PLACE FASTENERS IN SERIES, NOT SIDE BY SIDE):					
STRAP	WEIGHT	WIRE/ ROD	WEIGHT	STRAP IN. x GA		FASTENERS (QTY) - SIZE			
INCHES x GA	LBS	Ø (IN.)	LBS	1 X 18, 20, 22		(2) - #10 SMS			
1 x 22	260	0.106	80			(1) - 1/4"Ø BOLT			
1 x 20	320	0.135	120	1 x 16		(2) - 1/4"Ø BOLT			
1 x 18	420	0.162	160	1.5 x 16		(2) - 3/8"Ø			
1 x 16	700	1/4	270						
1.5 x16	1100	3/8	680						
		1/2	1250						
		5/8	2000						
		3/4	3000						
NOTE: TABLE ALLOWS FOR DUCT WEIGHT, 1 LB./SQ. FT. INSULATION WEIGHT, AND NORMAL REINFORCEMENT AND TRAPEZOID WEIGHT.									

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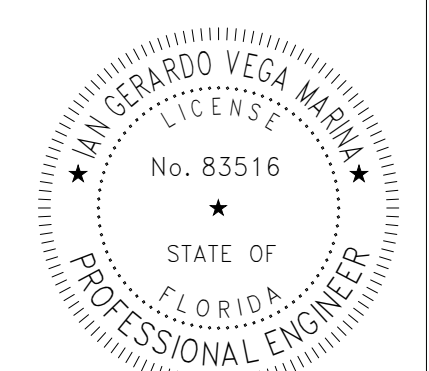
MECHANICAL SCHEDULES



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7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
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TYPE	MANUFACTURER	CATALOG NUMBER	LAMP		VOLTS	MTG. HEIGHT	NOTES
			SIZE	QUAN.			
A	INTENSE	S56G4DR-L1-308/IC630-C	9W LED 3000K	NA	120	CEILING	6" DIA RECESSED LED CAN LT - NOTE 8, 9
B	INTENSE	S56G4DR-L2-308/IC630-C	13W LED 3000K	NA	120	CEILING	6" DIA RECESSED LED CAN LT - NOTE 8, 9
C	HE WILLIAMS	17-4-L55-8-30-AF-DRV-UNV	43W LED 3000K	NA	UNV	CEILING	LED WRAP - NOTE 3
F	MINKA AIRE	F753-VHF	45W FAN	NA	120	NOTES 5 & 7	CEILING FAN - NOTE 6, 9
G	CAMMAN LIGHTING	WS79200-12-WHITE	9.5W LED 3000K # FEIT #BPM060/830/ LED	1	120	NOTE 2	RLM WALL MOUNT - NOTE 9
E	BEGHELLI	BRU-SA-LR-U-M	INCLUDED	NA	120/277	NOTE 1	LED EXIT LIGHT

LIGHTING FIXTURE SCHEDULE NOTES:

1. SINGLE OR DOUBLE FACE AS INDICATED ON DRAWING, MOUNT TO CEILING UNLESS CEILING EXCEEDS 9'-0", THEN MOUNT ABOVE DOOR.
2. SEE ARCHITECTURAL CEILING PLAN AND ELEVATIONS FOR EXACT LOCATIONS OF LIGHT FIXTURES.
3. FIXTURES INDICATED TO BE EMERGENCY LIGHTS SHALL CONTAIN AN EMERGENCY BATTERY BALLAST. BATTERY BALLASTS SHALL PROVIDE 1400 LUMENS FOR LINEAR LAMPS AND 700 LUMENS FOR DOWNLIGHTS.
4. VERIFY FINISH COLORS WITH ARCHITECT AND INTERIOR DESIGNER.
5. FIXTURE MOUNTING HEIGHT AS DIRECTED BY ARCHITECT/INTERIOR DESIGNER.
6. NO DECORATIVE LIGHTING FIXTURE SUBSTITUTIONS. SEE INTERIOR DESIGN DRAWINGS FOR ADDITIONAL INFORMATION.
7. PROVIDE DOWNROD LENGTH AS DIRECTED BY INTERIOR DESIGNER.
8. INSTALL A TENMAT FF135 DRAFT STOP COVER OVER FIXTURE TO KEEP INSULATION FROM CONTACTING FIXTURE.
9. NEW FIXTURE TO MATCH EXISTING.

MOUNTING:			SURFACE			EX PANEL PF			VOLTS & PHASE:			208/120V, 3 PHASE, 4 WIRE		
STYLE:			SQ. D NQD						AMPS:			200		
ENCLOSURE TYPE:			NEMA 1						M.C.B. OR M.L.O.:			MLO		
									A/C RATING			65,000A		
CIR					BREAKER	LOAD	PHASE	LOAD	BREAKER					CIR
NUM	DESCRIPTION	WIRE/CONDUIT	SIZE	POLE	KVA	A/B/C	KVA	POLE	SIZE	WIRE/CONDUIT	DESCRIPTION			NUM
1	EX INTERIOR LIGHTING	EXISTING	20	1	0.7	X	0.8	1	20	EXISTING	EX REC-GENERAL			2
3	EX REC-EWC	EXISTING	20	1	0.8	X	0.8	1	20	EXISTING	EX REC-GENERAL			4
5	EX EF'S	EXISTING	20	1	0.4		1.8	1	20	EXISTING	EX REC-TREADMILL			6
7	EX FANS	EXISTING	20	1	0.4	X	1.8	1	20	EXISTING	EX REC-TREADMILL			8
9	EX REC-TVS	EXISTING	20	1	0.4	X	1.8	1	20	EXISTING	EX REC-TREADMILL			10
11	EX AHU-1	EXISTING	60	2	4.8	X	0.7	1	20	EXISTING	EX REC-CARDIO			12
13	)				4.8	X	1.5	1	20	EXISTING	EX HAND DRYER			14
15	EX HP-1	EXISTING	40	2	2.1	X	1.5	1	20	EXISTING	EX HAND DRYER			16
17	)				2.1	X			1	20	SPARE			18
19	EX EXTERIOR LIGHTING	EXISTING	20	1	0.3	X	0.2	1	20	EXISTING	EX ACCESS CONTROL			20
21	EX EWH	EXISTING	30	2	1.5	X	0.4	1	20	EXISTING	EX REC-TEL. BOARD			22
23	)				1.5	X					SPACE			24
25	EXISTING				20	1	X	7.9	3	100	(4)#3,#8G.1 1/2"	PANEL PF2		26
27	EXISTING				20	1	X	6.8			)			28
29	EXISTING				20	1	X	7.9			)			30
31						X								32
33						X								34
35						X								36
37						X								38
39						X								40
41						X								42
PANEL LOAD		KVA	AMPS				NOTES:							
PHASE A		18.4	153						1					
PHASE B		16.1	134											
PHASE C		19.2	160											
TOTAL		53.7	149 @ 208V, 3 PHASE											

MOUNTING:		SURFACE		PANEL PF2										VOLTS & PHASE: 208/120V, 3 PHASE, 4 WIRE			
STYLE:		SQ. D NQD												AMPS: 100			
ENCLOSURE TYPE:		NEMA 1												M.C.B. OR M.L.O.: 100			
														AIC RATING 65,000A			
CIR				BREAKER	LOAD	PHASE	LOAD	BREAKER									
NUM	DESCRIPTION	WIRE/CONDUIT	SIZE	POLE	KVA	A/B	C	KVA	POLE	SIZE	WIRE/CONDUIT	DESCRIPTION	NUM				
1	INTERIOR LIGHTING	SEE VD TABLE	20	1	1.0	X		1.0	1	20	SEE VD TABLE	REC-200, 201	2				
3	REC-MECH ATTIC	SEE VD TABLE	20	1	0.4	X		1.0	1	20	SEE VD TABLE	REC-204	4				
5	AHU-1	#10, #10G, 3/4"	25	2	2.0	X		0.6	1	20	SEE VD TABLE	REC-EXTERIOR	6				
7	)				2.0	X						SPACE	8				
9	ACCU-1	#8, #10G, 3/4"	35	2	1.9	X						SPACE	10				
11	)				1.9	X						SPACE	12				
13	AHU-2	#10, #10G, 3/4"	25	2	2.0	X						SPACE	14				
15	)				2.0	X						SPACE	16				
17	ACCU-2	#8, #10G, 3/4"	35	2	1.9	X						SPACE	18				
19	)				1.9	X						SPACE	20				
21	REC-TREADMILL	SEE VD TABLE	20	1	1.5	X						SPACE	22				
23	REC-CARDIO	SEE VD TABLE	20	1	1.5	X						SPACE	24				
25						X							26				
27						X							28				
29						X							30				
31						X							32				
33						X							34				
35						X							36				
37						X							38				
39						X							40				
41						X							42				
PANEL LOAD		KVA	AMPS		NOTES:												
PHASE A		7.9	65		1												
PHASE B		6.8	56														
PHASE C		7.9	65														
TOTAL		22.6	62 @ 208V, 3 PHASE														

GENERAL NOTES:

1. ELECTRICAL CONTRACTOR SHALL VERIFY ALL FIXTURE LOCATIONS AND MOUNTING HEIGHT WITH ARCHITECTURAL DRAWINGS.
2. REFER TO THE SPECIFICATIONS FOR DATA NOT ON THE DRAWINGS.
3. SEPARATE GREEN GROUND CONDUCTOR SHALL BE ROUTED IN ALL CONDUITS WITH ALL PHASE CONDUCTORS.
4. ALL MECHANICAL EQUIPMENT SHALL BE COMPLETELY CONNECTED BY ELECTRICAL CONTRACTOR INCLUDING BOTH POWER AND CONTROL WIRING. ELECTRICAL CONTRACTOR SHALL REFER TO MECHANICAL DRAWINGS AND SPECIFICATIONS FOR THE REQUIREMENTS ASSOCIATED WITH WIRING AND CONNECTION OF INTERLOCKING AND CONTROLS OF MECHANICAL UNITS AND THERMOSTAT LOCATIONS.
5. BRANCH CIRCUITS ARE INDICATED AS ONE CIRCUIT HOME RUNS FOR CLARITY ONLY. ELECTRICAL CONTRACTOR MAY GROUP SINGLE POLE BRANCH CIRCUITS IN MULTIPLE CIRCUITS HOME RUNS. (2 CIRCUITS MAX @ 120/240V, 1Ø OR 3 CIRCUITS MAX @ 120/208V, 3Ø). A GROUND CONDUCTOR SIZED PER N.E.C. ARTICLE 250 IS REQUIRED IN ALL POWER, RECEPTACLE, AND LIGHTING CONDUITS.
6. ELECTRICAL CONTRACTOR SHALL PROVIDE AT EACH PANELBOARD A TYPED CIRCUIT DIRECTORY WITH PROTECTIVE PLASTIC SLEEVE.
7. ALL CONDUITS SHALL BE CONCEALED IN WALL SPACE, CEILING SPACE OR UNDER FLOOR, NO EXPOSED CONDUITS PERMITTED.
8. COMPLETE SYSTEM SHALL BE GROUNDED PER N.E.C ARTICLE 250.
9. ALL BRANCH CIRCUIT WIRE SIZE SHALL BE MINIMUM #12 AWG COPPER. PULL EQUIPMENT GROUND IN ALL RACEWAYS, PER N.E.C. ELECTRICAL CONTRACTOR SHALL PROVIDE PROPER NUMBER AND SIZE CONDUCTOR PER N.E.C..
10. PRIOR TO BIDDING, THE CONTRACTOR SHALL VERIFY ALL DRAWING SCALES INDICATED ON PLANS WITH KNOWN DIMENSION TO ENSURE THE SCALES ARE ACCURATE

FLORIDA ENERGY CODE NOTES:

C405.5.4.1 DRAWINGS. WITHIN 30 DAYS AFTER THE DATE OF SYSTEM ACCEPTANCE, RECORD DRAWINGS OF THE ACTUAL INSTALLATION SHALL BE PROVIDED TO THE BUILDING OWNER, INCLUDING:

1. A SINGLE-LINE DIAGRAM OF THE BUILDING ELECTRICAL DISTRIBUTION SYSTEM AND
2. FLOOR PLANS INDICATING LOCATION AND AREA SERVED FOR ALL DISTRIBUTION.

C405.5.4.2 MANUALS. AN OPERATING MANUAL AND MAINTENANCE MANUAL SHALL BE PROVIDED TO THE BUILDING OWNER. THE MANUALS SHALL INCLUDE, AT A MINIMUM, THE FOLLOWING:

1. SUBMITTAL DATA STATING EQUIPMENT RATING AND SELECTED OPTIONS FOR EACH PIECE OF EQUIPMENT REQUIRING MAINTENANCE.
2. OPERATION MANUALS AND MAINTENANCE MANUALS FOR EACH PIECE OF EQUIPMENT REQUIRING MAINTENANCE. REQUIRED ROUTINE MAINTENANCE ACTIONS SHALL BE CLEARLY IDENTIFIED.
3. NAMES AND ADDRESSES OF AT LEAST ONE QUALIFIED SERVICE AGENCY.

C408.3.1 FUNCTIONAL TESTING.
PRIOR TO PASSING FINAL INSPECTION, A REGISTERED DESIGN PROFESSIONAL SHALL PROVIDE EVIDENCE THAT THE LIGHTING CONTROL SYSTEMS HAVE BEEN TESTED TO ENSURE THAT CONTROL HARDWARE AND SOFTWARE ARE CALIBRATED, ADJUSTED, PROGRAMMED AND IN PROPER WORKING CONDITION IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS AND MANUFACTURER'S INSTRUCTIONS. FUNCTIONAL TESTING SHALL BE IN ACCORDANCE WITH SECTIONS C408.3.1.1, C408.3.1.2 AND C408.3.1.3 OF THE FLORIDA ENERGY EFFICIENCY CODE FOR THE APPLICABLE CONTROL TYPE. CONTRACTOR IS RESPONSIBLE FOR CONTRACT WITH DESIGN PROFESSIONAL FOR REQUIRED FUNCTIONAL TESTING.

LIGHTING EQUIPMENT SUBMITTALS

LUMINAIRES AND CONTROL DEVICES INCLUDED IN THE DRAWINGS ARE SELECTED AND SPECIFIED FOR OPTIMUM RESULTS IN MEETING FACILITY LIGHTING REQUIREMENTS. RELEVANT FACTORS INCLUDE, BUT ARE NOT LIMITED TO, AESTHETIC APPEARANCE, COST, DURABILITY, ENERGY EFFICIENCY, AND PHOTOMETRIC PERFORMANCE.

LIGHT LEVEL CALCULATIONS ARE PERFORMED BY OUR ENGINEERS AND DESIGNERS USING INDUSTRY STANDARD PHOTOMETRIC DATA FILES AND SOFTWARE.

WHEN SUBMITTING LUMINAIRES OTHER THAN THOSE SPECIFIED, THE SUBSTITUTE PRODUCT MUST BE DEMONSTRABLY EQUIVALENT TO THE SPECIFIED ITEM. THIS INCLUDES, BUT IS NOT LIMITED TO, GENERAL LEVEL OF QUALITY, BASIC DESIGN AND APPEARANCE, CONSTRUCTION TYPE & METHOD, MATERIAL TYPE & GAUGE, FINISHING PROCESS, AND PHOTOMETRIC PERFORMANCE.

FOR PROPOSED SUBSTITUTE LUMINAIRES, INCLUDE IN SUBMITTAL LIGHTING CALCULATIONS USING INDUSTRY STANDARD PHOTOMETRIC DATA FILES AND SOFTWARE, DEMONSTRATING PERFORMANCE RESULTS EQUIVALENT TO THAT OF THE SPECIFIED PRODUCT. CALCULATIONS MUST MODEL BOTH LUMINAIRES IN IDENTICAL TEST SPACES OF THE SAME DIMENSIONS USING IDENTICAL VARIABLES SUCH AS LIGHT LOSS FACTOR, MOUNTING HEIGHT, AND SURFACE REFLECTANCE VALUES.

INCLUDE IN THE SUBMITTAL, A SUMMARY DATA SHEET COMPARING THE DESCRIPTIVE PRODUCT DATA AND CATALOG NUMBER NOMENCLATURE OF THE TWO LUMINAIRES, HIGHLIGHTING THAT THE SUBSTITUTE ITEM MATCHES THE FEATURES & CHARACTERISTICS OF THE SPECIFIED LUMINAIRE IN MAJOR ASPECTS SUCH AS THOSE NOTED ABOVE.

LUMINAIRE SUBMITTALS RECEIVED THAT PROPOSE OTHER PRODUCTS THAN THOSE SPECIFIED BUT WHICH DO NOT INCLUDE LIGHTING CALCULATIONS AND A COMPARATIVE SUMMARY PRODUCT DATA SHEET WILL BE RETURNED WITHOUT REVIEW AS "INCOMPLETE".

120 VOLT, 20 AMP BRANCH CIRCUIT VOLTAGE DROP TABLE

CIRCUIT CONNECTED LOAD (KVA)	MAXIMUM CONDUCTOR LENGTH				
	#12 AWG	#10 AWG	#8 AWG	#6 AWG	#4 AWG
0.0 - 0.5	162'	324'	498'	793'	1254'
0.6 - 1.0	97'	162'	249'	397'	627'
1.1 - 1.5	65'	108'	165'	264'	418'
1.6 - 1.9	52'	85'	131'	209'	330'

NOTES:

1. FOR DISTANCES GREATER THAN THOSE LISTED, CONTACT ENGINEER OR SIZE CONDUCTORS TO LIMIT VOLTAGE DROP TO A MAXIMUM OF 2.5% ON CIRCUIT BASED ON CONNECTED LOAD AND LENGTH OF CONDUCTORS.
2. GROUND WIRES FOR CIRCUITS SHALL BE SIZED TO MATCH UPSIZED CONDUCTOR SIZE LISTED IN TABLE PER REQUIREMENTS OF NEC 250.122.
3. MINIMUM CONDUIT SIZE SHALL BE 1/2" FOR LOCATIONS WITHIN BUILDING AND 1" FOR EXTERIOR SITE APPLICATIONS. CONDUIT SIZE SHALL BE INCREASED AS REQUIRED PER NEC CONDUIT FILL % REQUIREMENTS TO ACCOMMODATE INCREASE IN CONDUCTOR SIZES.
4. WHERE CONDUCTOR SIZES ARE INDICATED ON PANEL SCHEDULES AND IN THIS TABLE, THE LARGER OF THE CONDUCTOR SIZES INDICATED SHALL BE USED.
5. WHERE CONDUCTOR SIZE IS LARGER THAN THE MAXIMUM SIZE ACCOMMODATED BY THE TERMINAL OR LUGS ON EQUIPMENT, PROVIDE A JUNCTION BOX AND SIZE CONDUCTORS DOWN TO THE LARGEST SIZE THAT THE TERMINALS OR LUGS WILL ACCEPT. THE BOX SHALL BE LOCATED AS CLOSE TO THE TERMINATION AS POSSIBLE, BUT NO FARTHER THAN 15'.
6. WIRE SIZE REQUIREMENTS SPECIFIED IN THIS TABLE APPLY TO ALL RUNS/BRANCHES OF THE CIRCUIT.

PANEL SCHEDULE NOTES:

⊗ REFERENCE NOTE ON DRAWING

1. CIRCUITS MAY BE GANGED TOGETHER WITH THE WIRE SIZES INDICATED FOR UP TO THREE CURRENT CARRYING CONDUCTORS IN A CONDUIT. WHEN THE NUMBER OF CURRENT CARRYING CONDUCTORS EXCEEDS THREE, WIRES SHALL BE UPSIZED AND DERATED IN ACCORDANCE WITH TABLE 310.15(C)(1). CONDUIT SIZES SHALL BE ADJUSTED TO COMPLY WITH NEC TABLES FOR CONDUCTOR FILL BASED ON CONDUIT TYPE.
2. INSTALL NEW BREAKER. MAINTAIN AIC RATING.

ELECTRICAL LEGEND

 LIGHTING FIXTURE — SURFACE OR PENDANT MOUNTED.

 SAME AS ABOVE EXCEPT WITH EMERGENCY BATTERY BALLAST.

 RECESSED LIGHTING FIXTURE.

 RECESSED LIGHTING FIXTURE, SAME AS ABOVE EXCEPT WITH EMERGENCY BALLAST.

 LIGHTING FIXTURE — SURFACE OR WALL MOUNTED.

 SAME AS ABOVE EXCEPT WITH EMERGENCY INVERTER BACKUP POWER.

 PENDANT MOUNTED PADDLE FAN COMPLETE WITH PENDANT & CEILING MOUNTED CANOPY—MOUNTING HEIGHT AS INDICATED BY INTERIOR DESIGNER.

 EXIT LIGHT — PROVIDE ARROWS AS INDICATED, SHADING DENOTES FACE OPERATION. DO NOT SWITCH.

 ROOM LIGHTING CONTROL POINT MOUNT AT 46" A.F.G. 'X' DENOTES CONTROL POINT NUMBER. SEE LIGHTING CONTROL SCHEDULE FOR MORE INFORMATION.

 DUPLEX RECEPTACLE — 20 AMP, 120 VOLT, 3 WIRE GROUNDING WITH WHITE MID-SIZED THERMOPLASTIC COVERPLATE, 18" MOUNTING HEIGHT, U.N.O.

 DUPLEX RECEPTACLE WITH GROUND FAULT INTERRUPTER, 20 AMP, 120 VOLT, 3 WIRE GROUNDING. HUBBELL NO. GFTR20W WITH NO. NPJ26W COVERPLATE, 42" MOUNTING HEIGHT, U.N.O. EXTERIOR LOCATIONS SHALL BE 18".

 LOW VOLTAGE OUTLET — 4 INCH SQUARE JUNCTION BOX WITH 1-GANG EXTENSION RING, BLANK COVERPLATE — 18" MOUNTING HEIGHT, U.N.O. PROVIDE 1" CONDUIT TO ACCESSIBLE CEILING SPACE.

 CABLE TV OUTLET — 4 INCH SQUARE JUNCTION BOX WITH 1-GANG EXTENSION RING WITH BLANK WHITE COVERPLATE, 18" MOUNTING HEIGHT U.N.O. PROVIDE 1" CONDUIT TO CEILING.

 TRANSFORMER

 JUNCTION BOX SIZE PER NEC.

 MOTOR, FAN, PUMP OR AIR CONDITIONING UNIT CONNECTION PER NEC.

 LIGHTING AND/OR POWER PANELBOARD.

 WIRING IN CONDUIT, RUN CONCEALED IN SLAB OR UNDERGROUND.

 WIRING IN CONDUIT, RUN CONCEALED ABOVE CEILING OR IN WALLS.

 LOW VOLTAGE CABLE IN CONDUIT

 HOMERUN TO PANELBOARD — NUMBER OF ARROWS DENOTES QUANTITY OF CIRCUITS. CROSSMARKS INDICATE QUANTITY OF NO. 12 CONDUCTORS. RUNS VOID OF CROSSMARKS ARE 1/2 INCH CONDUIT, 3 NO. 12, U.N.O. DO NOT COMBINE HOMERUNS EXCEPT AS SPECIFICALLY INDICATED ON THE PLAN.

 CARD READER—COORDINATE REQUIREMENTS WITH SECURITY VENDOR. INSTALL BOX AND 3/4" C. TO ACCESSIBLE CEILING SPACE.

 DISCONNECT SWITCH, "2 60/0" DENOTES 2 POLE, 60 AMP, NON-FUSED.

 DENOTES WEATHERPROOF WHILE-IN-USE — MOUNT RECEPTACLE VERTICALLY AND PROVIDE TATMAC MX4280S COVERPLATE, FOR SWITCHES PROVIDE TATMAC MX4280S COVERPLATE

 UNLESS NOTED OTHERWISE.

 ABOVE FINISHED FLOOR.

 GREEN GROUND CONDUCTOR.

 EMPTY CONDUIT WITH PULL WIRE/CORD.

 ABOVE COUNTER

 DENOTES FLOOR MOUNTED

 NIGHT LIGHT. DO NOT SWITCH.

 DENOTES CEILING MOUNTED

**VERIFY ALL DEVICE
FINISH COLORS WITH
ARCHITECT/INTERIOR
DESIGNER PRIOR TO
ORDERING.**

**VERIFY ALL DEVICE
FINISH COLORS WITH
ARCHITECT/INTERIOR
DESIGNER PRIOR TO
ORDERING.**

LIGHTING CONTROL SCHEDULE													
ROOM NUMBER	ROOM NAME	OCCUPANCY SENSOR TYPE	SENSOR MOUNTING	OCCUPANCY/VACANCY	KEYED SENSOR NOTES	ZONE NUMBER WITHIN ROOM	ZONE DESCRIPTION	SWITCHED/DIMMED	SWITCH TYPE	DIMMER TYPE	CONTROL POINT LOCATION WITHIN ROOM (CPX)	ZONES CONTROLLED AT CONTROL POINT	KEYED CONTROL POINT NOTES
200	CORRIDOR	LV	CEILING	OCCUPANCY		1	ALL LTS	S	M		1	1	
201	FITNESS AREA #2	LV	CEILING	OCCUPANCY		1	ALL LTS	S	M		1	1,2	
						2	FANS	S	F				
202	ELECT./STORAGE	M	NA	NA		1	ALL LTS	S	T		1	1	
						1	ALL LTS	S	WS		1	1	
203	STORAGE	WS	WALL	VACANCY									
						1	ALL LTS	D	D	0-10	1	1,2	
204	AEROBICS	DLM	CEILING	OCCUPANCY		2	FANS	S	F		2	1	
	MECH ATTIC	LV	CEILING	OCCUPANCY		1	ALL LTS	S	M		1	1	

LEGEND			
SENSOR TYPE LV - 24V DUAL TECHNOLOGY SENSOR WITH POWER PACKS AND ACCESSORIES AS REQUIRED DLM - DLM DUAL TECHNOLOGY SENSORS WITH ROOM CONTROLLERS AND ACCESSORIES AS REQUIRED WS-DUAL TECHNOLOGY WALL SENSOR SWITCH M - MANUAL CONTROL EX - EXISTING TO REMAIN SWITCHED/DIMMING SWITCH TYPE S - SWITCHED D - DIMMED DIMMER TYPE M - MOMENTARY UNV - UNIVERSAL D - DIMMER 0-10- 0-10V F - FAN CONTROLLER T - SINGLE POLE TOGGLE T3 - 3/4WAY SWITCH WS - WALL SWITCH SENSOR T8 - 8HR TIMER SWITCH			

GENERAL NOTES													
A. LIGHTING CONTROL SYSTEMS SHALL BE WATTSTOPPER DUAL TECHNOLOGY DLM SYSTEM OR 24 SYSTEM AS INDICATED. CONTRACTOR SHALL PROVIDE MANUFACTURER CREATED LIGHTING CONTROL DRAWINGS FOR APPROVAL AS PART OF THE LIGHTING SUBMITTAL PACKAGE.													
B. FOR LOADS WITH 0-10V DIMMING, PROVIDE 0-10V DIMMING CONDUCTORS IN CONDUIT TO EACH FIXTURE FOR DIMMING CONTROL.													
C. FANS SHALL BE CONTROLLED BY A SEPARATE FAN CONTROL SWITCH TO BE INSTALLED AFTER ANY ROOM LIGHTING. LIGHTING CONTROLS SHALL ALSO SHUT DOWN POWER TO FAN.													
D. ROOMS THAT ONLY HAVE WALL SWITCH SENSORS OR WALL MOUNTED TOGGLE SWITCHES HAVE CONTROLS INDICATED ON THE FLOOR PLANS AND ARE NOT REFERENCED IN THIS SCHEDULE.													
E. ALL DEVICES SHALL HAVE LIGHTING CONTROLS INSTALLED PER CODE. IN THE EVENT LIGHTING CONTROLS IS NOT SHOWN ON THE SCHEDULE OR THE PLANS, THE CONTRACTOR SHALL PROVIDE LIGHTING CONTRLS PER THE INTENT OF THE OVERALL BUILDING DESIGN AND PER CODE.													
F. VERIFY REQUIRED DIMMING METHODS FOR EACH FIXTURE TYPE SUPPLIED PRIOR TO ORDERING DIMMING COMPONENTS AND INSTALLATION. DIMMING METHOD SHALL MATCH SUPPLIED FIXTURES.													
G. IN ROOMS WITH CEILING FANS, OCCUPANCY SENSORS SHALL BE WALL MOUNTED AT 10' A.F. OR 1' BELOW CEILING HEIGHT, WHICHEVER IS LOWER.													

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BANNON LAKES

St. Johns County, FL

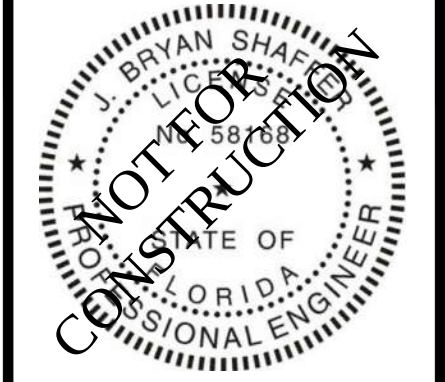
FITNESS CENTER

ELECTRICAL LEGEND, SCHEDULES & NOTES



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DESIGN GROUP, INC.

7645 GATE PARKWAY SUITE 101
JACKSONVILLE, FLORIDA 32256
(904) 731-2323 • bashamlucas.com
LN: AR0016514 • LA6666906



J. Bryan Shaffer, PE
Florida PE 58168

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E1.1

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ELECTRICAL DEMO PLAN



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Florida PE 58168

E2.1

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1. THERE SHALL NOT BE ANY INTERRUPTION TO SERVICES TO THE EXISTING BUILDINGS WITHOUT PRIOR SCHEDULING OF SUCH OUTAGES WITH THE OWNER'S REPRESENTATIVE.

2. THE CONTRACTOR SHALL NOT TAKE POSSESSION OF OR DISPOSE OF ANY SALVAGEABLE ITEMS IN ASSOCIATION WITH THE WORK. ALL SALVAGEABLE ITEMS SHALL BE THE OWNER'S PROPERTY AT HIS OPTION. ALL UNSALVAGEABLE EQUIPMENT AND MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE SITE.

3. THE ELECTRICAL CONTRACTOR SHALL MAINTAIN ACCURATE RECORDS OF ANY MODIFICATIONS TO EXISTING SYSTEMS AND SHALL, UPON COMPLETION, DELIVER "AS-BUILT" DRAWINGS TO THE OWNER, INDICATING ANY SUCH CHANGES.

4. WHERE FEEDERS ARE ABANDONED, WIRE SHALL BE PULLED OUT AND ALL EXPOSED SECTIONS OF CONDUITS REMOVED. ALL SWITCHES, PANELS, ETC. SHALL BE REMOVED. ALL CONCEALED CONDUITS SHALL BE CAPPED AT POINT OF CONCEALMENT.

5. ALL EXISTING DEVICES AND FIXTURES IN THE PATH OF RENOVATION OR BUILDING ADDITIONS SHALL BE REMOVED BY THE CONTRACTOR. CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN EXISTING CIRCUITRY TO ALL REMAINING DEVICES AND FIXTURES. FOR EACH DEVICE OR FIXTURE REMOVED AT THE END OF A CIRCUIT, CONTRACTOR SHALL REMOVE WIRING FROM LAST REMAINING DEVICE. FOR EACH DEVICE OR FIXTURE REMOVED IN THE MIDDLE OF A CIRCUIT, CONTRACTOR SHALL REMOVE WIRING FROM FIRST DEVICE OR FIXTURE BEFORE AND AFTER REMOVED DEVICE AND FIXTURE. NEW WIRING, SIZED THE SAME AS EXISTING, SHALL BE PULLED BETWEEN THE TWO REMAINING DEVICES OR FIXTURES.

6. CONTRACTOR MAY REUSE EXISTING CONDUIT SYSTEM WHERE APPLICABLE, PROVIDING THE REUSED SYSTEM MEET CURRENT CODES AND SPECIFICATIONS. REMOVE ALL UNUSED SURFACE MOUNTED CONDUIT. UNUSED CONDUITS STUBBING UP FROM FLOOR SHALL BE CUT FLUSH WITH FLOOR.

7. EXISTING EQUIPMENT NOT SHOWN ON THESE PLANS AND NOT REMOVED BY OTHER TRADES SHALL BE RECONNECTED TO PANELS. EXISTING ELECTRICAL OR MECHANICAL EQUIPMENT TO REMAIN THAT HAS TO BE DISCONNECTED FOR CONSTRUCTION SHALL BE REINSTALLED.

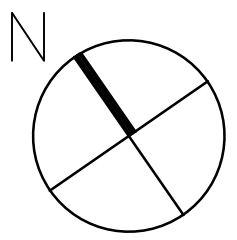
8. ELECTRICAL DRAWINGS DO NOT INDICATE ALL THE EXISTING INSTALLATIONS.

9. ALL EXISTING SWITCHES, RECEPTACLES, LIGHTING FIXTURES, TELEPHONE OUTLETS, ETC. THAT DO NOT INTERFERE WITH RENOVATIONS SHALL REMAIN.

10. CONTRACTOR SHALL VISIT THE SITE PRIOR TO PREPARING HIS BID AND DETERMINE THE EXTENT OF EXISTING EQUIPMENT AND WIRING TO ACCOMMODATE CHANGES AND ADDITIONS. ALL THE NECESSARY REROUTING, RELOCATING AND/OR REMOVAL OF EXISTING EQUIPMENT, WIRING ETC. SHALL BE INCLUDED IN THE SCOPE OF THIS WORK. ANY VARIATION FROM EXISTING CONDITIONS SHALL BE INCLUDED UNDER THIS CONTRACT.

UNLESS NOTED
OTHERWISE ALL EXISTING
ELECTRICAL TO REMAIN.

NO WORK TO BE DONE
IN HATCHED AREA.

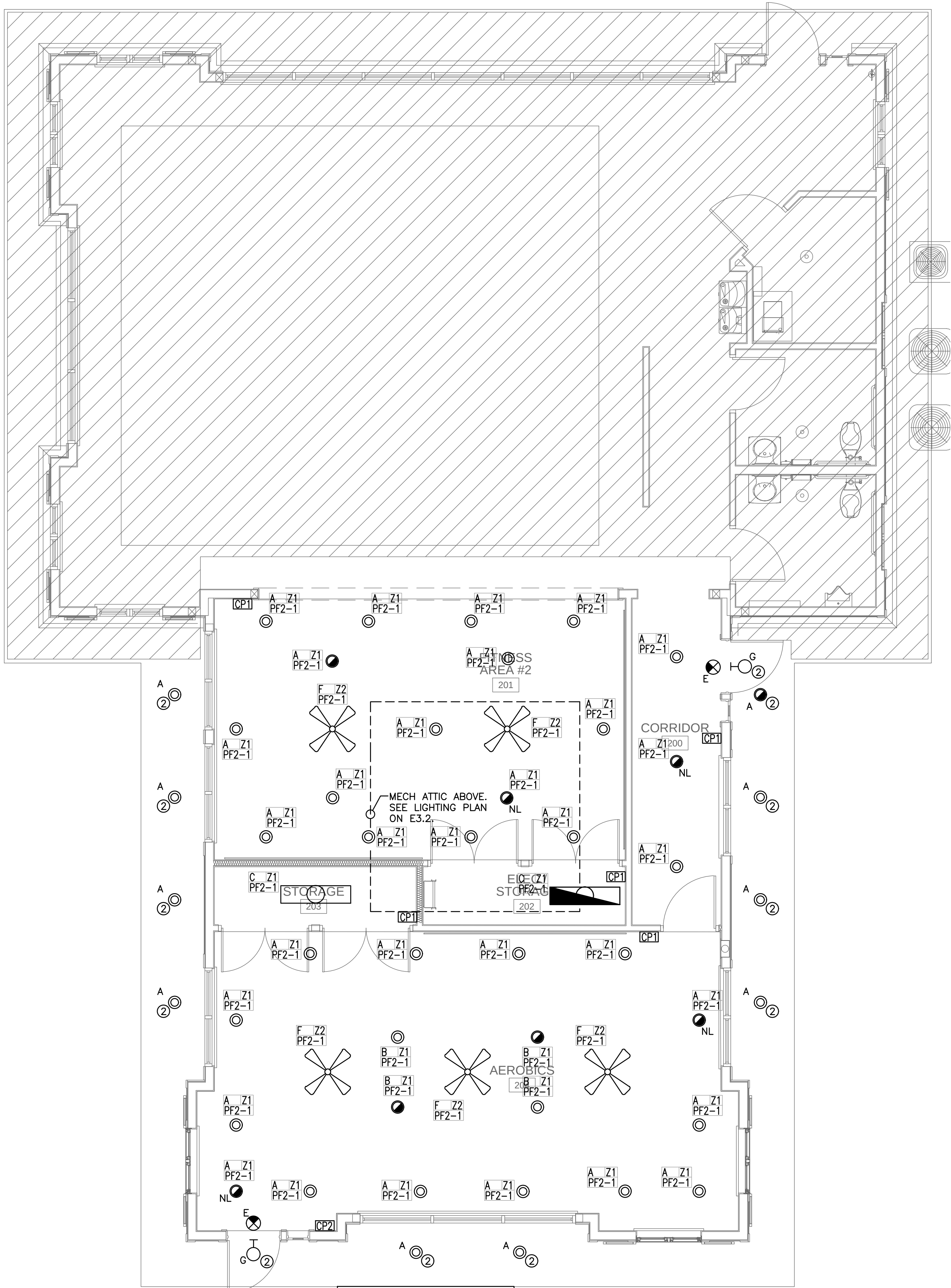


SCALE 1/4"=1'-0"

⊗ REFERENCE NOTE ON DRAWING

1. EXISTING DEVICE TO BE REMOVED.
2. EXISTING DEVICE TO BE RELOCATED.
3. NO WORK IN HATCHED AREAS.
4. REMOVE AND RELOCATE EXISTING LIGHT FIXTURE.
5. EXISTING DEVICE TO REMAIN.





GENERAL NOTES:

①③

ELECTRICAL LIGHTING PLAN

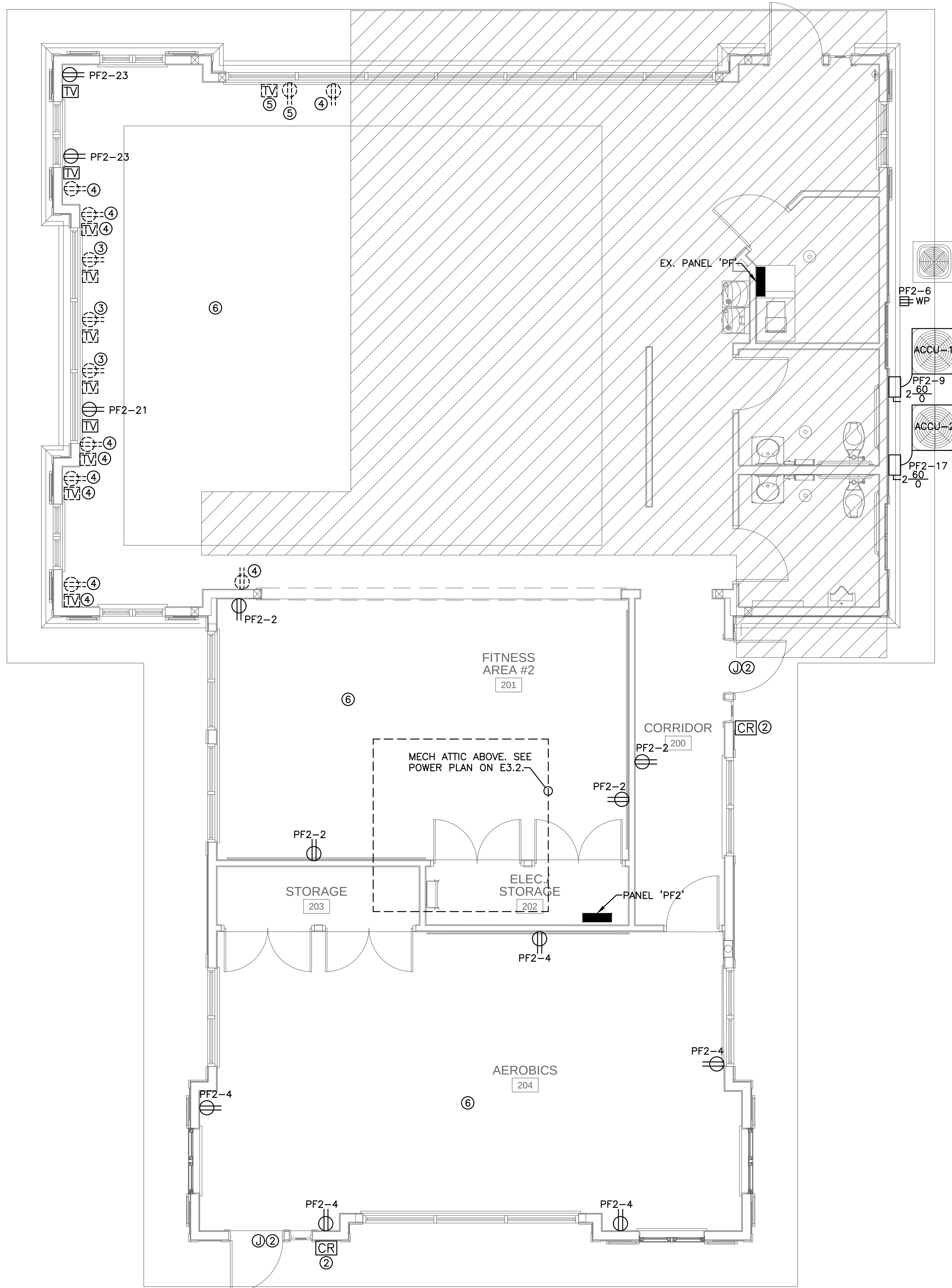
SCALE 1/4"=1'-0"

PLAN NOTES:

- ⊗ REFERENCE NOTE ON DRAWING
- CONNECT EXIT LIGHTING TO CONSTANT HOT CONDUCTOR OF ROOM LIGHTING CIRCUIT UNLESS NOTED OTHERWISE.
 - CONNECT EXTERIOR LIGHTING TO EXISTING EXTERIOR LIGHTING CIRCUIT WITH #12 WIRE IN 1/2" CONDUIT. DO NOT EXCEED 1800W ON CIRCUIT.
 - EMERGENCY LIGHTING SHALL BE CONNECTED TO SWITCHED AND CONSTANT HOT CONDUCTORS OF ROOM LIGHTING CIRCUIT.

**CIRCUIT / CONTROL
CALL-OUT LEGEND**

FIXTURE TYPE E3 Z1 ZONE
CIRCUIT PB-12



ELECTRICAL POWER/SYSTEMS PLAN

SCALE 1/4"=1'-0"

PLAN NOTES:

- ⊗ REFERENCE NOTE ON DRAWING
- NOT USED.
 - J-BOX FOR POWER TO ACCESS CONTROL DEVICE. CONNECT TO EXISTING ACCESS CONTROL SYSTEM. COORDINATE EXACT LOCATIONS AND REQUIREMENTS WITH SECURITY CONTRACTOR.
 - RELOCATED DEVICE. RE-CONNECT TO EXISTING TREADMILL CIRCUIT IN EXISTING PANEL WITH #12 WIRES IN 1/2" CONDUIT.
 - EXISTING DEVICE TO REMAIN.
 - RELOCATED DEVICE. RE-CONNECT TO EXISTING CARDIO EQUIPMENT CIRCUIT IN EXISTING PANEL WITH #12 WIRES IN 1/2" CONDUIT.
 - VERIFY EXACT LOCATIONS AND REQUIREMENTS WITH FINAL FITNESS DRAWINGS.



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ELECTRICAL PLANS



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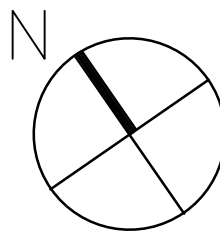


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Florida PE 58168

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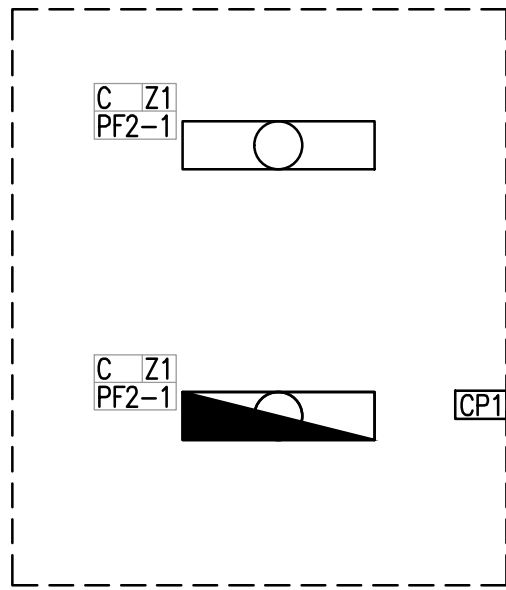


ELECTRICAL LIGHTING PLAN

SCALE 1/4"=1'-0"

PLAN NOTES:

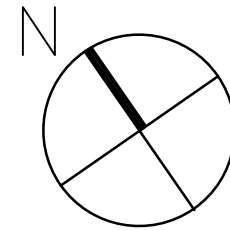
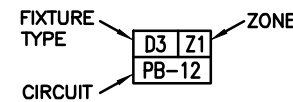
- ⊗ REFERENCE NOTE ON DRAWING
- CONNECT EXIT LIGHTING TO CONSTANT HOT CONDUCTOR OF ROOM LIGHTING CIRCUIT UNLESS NOTED OTHERWISE.
 - EMERGENCY LIGHTING SHALL BE CONNECTED TO SWITCHED AND CONSTANT HOT CONDUCTORS OF ROOM LIGHTING CIRCUIT.



GENERAL NOTES:

① ②

CIRCUIT / CONTROL CALLOUT LEGEND

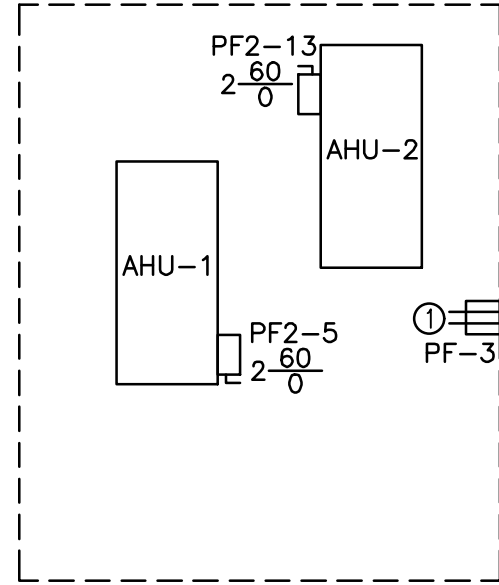


ELECTRICAL POWER/SYSTEMS PLAN

SCALE 1/4"=1'-0"

PLAN NOTES:

- ⊗ REFERENCE NOTE ON DRAWING
- UTILIZE THIS 120V CIRCUIT FOR MOTORIZED DAMPERS IF REQUIRED.



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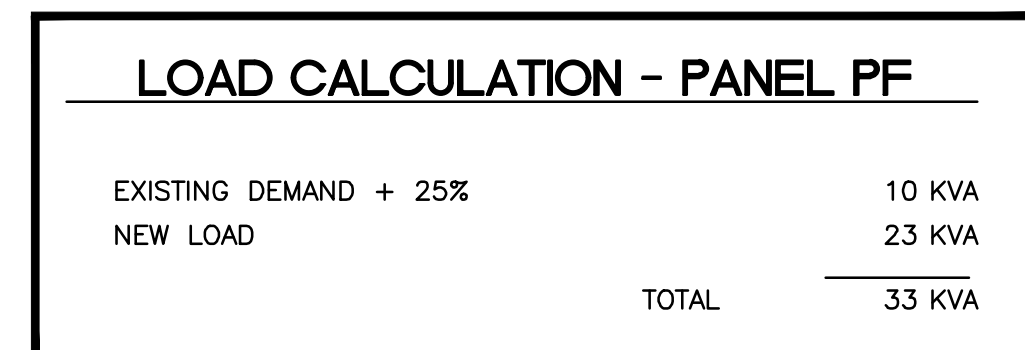


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⊗REFERENCE NOTE ON DRAWING

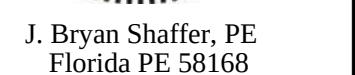
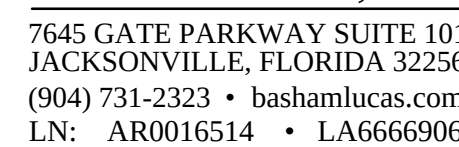
1. SEE PANEL SCHEDULE FOR WIRE AND CONDUIT REQUIREMENTS.
2. EXISTING ELECTRICAL DEVICES AND WIRING TO REMAIN.



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E4.1

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ELECTRICAL SPECIFICATIONS

SECTION 16050

BASIC ELECTRICAL MATERIALS AND METHODS

PART 1 GENERAL

1.1 SUMMARY

- A. GROUNDING AND BONDING.
- B. CONNECTION OF UTILIZATION EQUIPMENT.
- C. SUPPORTS.
- D. IDENTIFICATION.

1.2 SUBMITTALS

- A. PRODUCT DATA: FOR REVIEW, PROVIDE CATALOG DATA FOR GROUNDING AND BONDING DEVICES.

1.3 REGULATORY REQUIREMENTS

- A. CONFORM TO REQUIREMENTS OF NFPA 70.
- B. FURNISH PRODUCTS LISTED BY UL OR OTHER TESTING FIRM ACCEPTABLE TO AUTHORITY HAVING JURISDICTION.
- C. FLORIDA BUILDING CODE

1.4 PROJECT CONDITIONS

- A. VERIFY FIELD MEASUREMENTS AND CIRCUITING ARRANGEMENTS ARE AS SHOWN ON DRAWINGS.

PART 2 PRODUCTS

2.1 GROUNDING MATERIALS

- A. GROUND ROD: COPPER-CLAD STEEL 3/4-INCH DIAMETER 10 FEET LENGTH.
- B. MECHANICAL CONNECTORS: BRONZE, ABOVE GRADE ONLY.
- C. EXOTHERMIC WELDS: BELOW GRADE CONNECTORS.

2.2 BASIC MATERIALS

- A. STEEL CHANNEL: GALVANIZED
- B. MISCELLANEOUS HARDWARE: TREAT FOR CORROSION RESISTANCE.
- C. NAMEPLATES: ENGRAVED THREE-LAYER LAMINATED PLASTIC, BLACK LETTERS ON WHITE BACKGROUND.
- D. WIRE AND CABLE MARKERS: CLOTH MARKERS, SPLIT SLEEVE OR TUBING TYPE.

PART 3 EXECUTION

3.1 INSTALLATION

- A. INSTALL WORK ACCORDING TO NECA "STANDARD OF 2.5 BUILDING WIRE AND CABLE INSTALLATION."
- B. PROVIDE BONDING TO MEET REGULATORY REQUIREMENTS.
- C. MAKE ELECTRICAL CONNECTIONS TO UTILIZATION EQUIPMENT IN ACCORDANCE WITH EQUIPMENT MANUFACTURER'S INSTRUCTIONS.

1. VERIFY THAT WIRING AND OUTLET ROUGH-IN WORK IS COMPLETE AND THAT UTILIZATION EQUIPMENT IS READY FOR ELECTRICAL CONNECTION, WIRING, AND ENERGIZING.
2. MAKE WIRING CONNECTIONS IN CONTROL PANEL OR IN WIRING COMPARTMENT OF PRE-WIRED EQUIPMENT; PROVIDE INTERCONNECTING WIRING WHERE INDICATED.
3. INSTALL AND CONNECT DISCONNECT SWITCHES, CONTROLLERS, CONTROL STATIONS, AND CONTROL DEVICES AS INDICATED.
4. MAKE CONDUIT CONNECTIONS TO EQUIPMENT USING FLEXIBLE CONDUIT; USE LIQUDTIGHT FLEXIBLE CONDUIT IN DAMP OR WET LOCATIONS.
5. INSTALL PRE-FABRICATED CORD SET WHERE CONNECTION WITH ATTACHMENT PLUG IS INDICATED OR SPECIFIED, OR USE ATTACHMENT PLUG WITH SUITABLE STRAIN-RELIEF CLAMPS.
6. PROVIDE SUITABLE STRAIN-RELIEF CLAMPS FOR CORD CONNECTIONS TO OUTLET BOXES AND EQUIPMENT CONNECTION BOXES.

- D. INSTALL SUPPORT SYSTEMS SIZED AND FASTENED TO ACCOMMODATE WEIGHT OF EQUIPMENT AND CONDUIT, INCLUDING WIRING, WHICH THEY CARRY.

3.2 EXAMINATION AND PREPARATION

A. SUPPORTS

1. FASTEN HANGER RODS, CONDUIT CLAMPS, AND OUTLET AND JUNCTION BOXES TO BUILDING'S STRUCTURE USING PRECAST INSERT SYSTEM BEAM CLAMPS.
2. USE TOGGLE BOLTS OR HOLLOW WALL FASTENERS IN HOLLOW MASONRY, PLASTER, OR GYPSUM BOARD PARTITIONS AND WALLS; EXPANSION ANCHORS OR PRESET INSERTS IN SOLID MASONRY WALLS; SELF-DRILLING ANCHORS OR EXPANSION ANCHOR ON CONCRETE SURFACES; SHEET METAL SCREWS IN SHEET METAL STUDS; AND WOOD SCREWS IN WOOD CONSTRUCTION.
3. DO NOT FASTEN SUPPORTS TO PIPING, CEILING SUPPORT WIRES, DUCTWORK, MECHANICAL EQUIPMENT, OR CONDUIT.
4. DO NOT USE POWER-ACTUATED ANCHORS.
5. DO NOT DRILL STRUCTURAL STEEL MEMBERS.
6. FABRICATE SUPPORTS FROM STRUCTURAL STEEL OR STEEL CHANNEL.

- B. IDENTIFY ELECTRICAL DISTRIBUTION AND CONTROL EQUIPMENT, AND LOADS SERVED, TO MEET REGULATORY REQUIREMENTS AND AS SCHEDULED.

1. DEGREASE AND CLEAN SURFACES TO RECEIVE NAMEPLATES AND TAPE LABELS.
2. SECURE NAMEPLATES TO EQUIPMENT FRONTS USING SCREWS, RIVETS, OR ADHESIVE, WITH EDGES PARALLEL TO EQUIPMENT LINES. SECURE NAMEPLATE TO INSIDE FACE OF RECESSED PANELBOARD DOORS IN FINISHED LOCATIONS.
3. USE NAMEPLATES WITH 1/8 INCH LETTERING TO IDENTIFY INDIVIDUAL SWITCHES AND CIRCUIT BREAKERS, RECEPTACLE CIRCUITS, AND LOADS SERVED.
4. USE NAMEPLATES WITH 1/4 INCH TO IDENTIFY DISTRIBUTION AND CONTROL EQUIPMENT.

- C. INSTALL WIRE MARKERS ON EACH CONDUCTOR IN PANELBOARD GUTTERS, PULL BOXES, OUTLET AND JUNCTION BOXES, AND AT LOAD CONNECTIONS.

1. USE BRANCH CIRCUIT OR FEEDER NUMBER TO IDENTIFY POWER AND LIGHTING CIRCUITS.
2. USE CONTROL WIRE NUMBER AS INDICATED ON FROM FOUNDATION WALL: PLASTIC CONDUIT, PROVIDE EQUIPMENT MANUFACTURER'S SHOP DRAWINGS TO IDENTIFY CONTROL WIRING.

SECTION 16100

WIRING METHODS

PART 1 GENERAL

1.1 REGULATORY REQUIREMENTS

- A. CONFORM TO REQUIREMENTS OF NFPA 70.
- B. FURNISH PRODUCTS LISTED BY UL OR OTHER TESTING FIRM ACCEPTABLE TO AUTHORITY HAVING JURISDICTION.

PART 2 PRODUCTS

2.1 PRODUCT REQUIREMENTS

- A. USE ONLY SPECIFIED RACEWAY IN THE FOLLOWING LOCATIONS UNLESS DIRECTED OTHERWISE ON DRAWINGS:
 1. INSTALLATIONS IN OR UNDER CONCRETE SLAB, OR UNDERGROUND WITHIN 5 FEET FROM FOUNDATION WALL: PVC SCHEDULE 40 CONDUIT.
 2. IN SLAB ABOVE GRADE: PLASTIC CONDUIT.
 3. EXPOSED OUTDOOR LOCATIONS: RIGID STEEL CONDUIT OR ELECTRICAL METALLIC TUBING. USE THREADED OR RANTIGHT FITTINGS.

- 4. WET INTERIOR LOCATIONS: RIGID STEEL CONDUIT OR ELECTRICAL METALLIC TUBING. USE THREADED OR RANTIGHT FITTINGS FOR METAL CONDUIT.

- 5. DRY CONCEALED INTERIOR LOCATIONS: RIGID STEEL CONDUIT, ELECTRICAL METALLIC TUBING.

- 6. DRY EXPOSED INTERIOR LOCATIONS: RIGID STEEL CONDUIT, ELECTRICAL METALLIC TUBING, OR MC CABLE.

B. USE WIRE AND CABLE IN LOCATIONS AS FOLLOWS:

- 1. ALL POWER WIRES AND CABLES SHALL BE IN RACEWAY

- C. USE NO WIRE SMALLER THAN 12 AWG FOR POWER AND LIGHTING CIRCUITS, AND NO SMALLER THAN 14 AWG FOR CONTROL WIRING. USE 10 AWG CONDUCTOR FOR 20 AMPERE, 120 VOLT BRANCH CIRCUIT HOME RUNS LONGER THAN 75 FEET; AND FOR 20 AMPERE.

2.2 CONDUIT AND FITTINGS

A. CONDUIT:

1. METAL CONDUIT AND TUBING: GALVANIZED STEEL.
2. FLEXIBLE CONDUIT: STEEL
3. LIQUID TIGHT FLEXIBLE CONDUIT: FLEXIBLE CONDUIT WITH PVC JACKET.
4. PLASTIC CONDUIT AND TUBING: NEMA TC 2, PVC. USE SCHEDULE 40 CONDUIT.

B. CONDUIT FITTINGS:

1. METAL FITTINGS AND CONDUIT BODIES: NEMA FB 1.
2. PLASTIC FITTINGS AND CONDUIT BODIES: NEMA TC 3.
3. EMT FITTINGS: STEEL COMPRESSION TYPE FOR WET LOCATION. SET SCREW FOR DRY LOCATION

2.3 ACCESS PANELS

- A. PROVIDE CEILING ACCESS PANELS FOR EQUIPMENT, DEVICES, BOXES AND OTHER LIKE ITEMS REQUIRING ADJUSTMENT, MAINTENANCE OR ACCESSIBILITY IF THEY ARE NOT LOCATED OVER LAY-IN TYPE CEILING OR ARE NOT OTHERWISE ACCESSIBLE. OBTAIN APPROVAL FROM ARCHITECT FOR TYPE AND LOCATION OF ACCESS PANELS.

2.4 ELECTRICAL BOXES

A. BOXES:

1. SHEET METAL: NEMA OS 1, GALVANIZED STEEL.
2. CAST METAL: CAST FERALLLOY, DEEP TYPE, GASKETED COVER, THREADED HUBS.

2.5 BUILDING WIRE AND CABLE

- A. FEEDERS AND BRANCH CIRCUITS LARGER THAN 6 AWG: COPPER STRANDED CONDUCTOR, 600 VOLT INSULATION, THHN/THWN AND XHHW.

- B. FEEDERS AND BRANCH CIRCUITS 6 AWG AND SMALLER: COPPER CONDUCTOR, 600 VOLT INSULATION, THHN/THWN, XHHW 6 AND 8 AWG, STRANDED CONDUCTOR; SMALLER THAN 8 AWG, SOLID CONDUCTOR.

- C. CONTROL CIRCUITS: COPPER, STRANDED CONDUCTOR, 600 VOLT INSULATION, THW.

2.6 REMOTE CONTROL AND SIGNAL CABLE

- A. CONTROL CABLE FOR CLASS 1 REMOTE CONTROL AND SIGNAL CIRCUITS: COPPER CONDUCTOR, 600 VOLT INSULATION, RATED 60 DEGREE C, INDIVIDUAL CONDUCTORS TWISTED TOGETHER, SHIELDED, AND COVERED WITH PVC JACKET. (PLENUM RATED)

- B. CONTROL CABLE FOR CLASS 2 OR CLASS 3 REMOTE CONTROL AND SIGNAL CIRCUITS: COPPER CONDUCTOR, 300 VOLT INSULATION, RATED 60 DEGREE C, INDIVIDUAL CONDUCTORS TWISTED TOGETHER, SHIELDED, AND COVERED WITH PVC JACKET; UL LISTED. (PLENUM RATED)

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. VERIFY THAT INTERIOR OF BUILDING IS PHYSICALLY PROTECTED FROM WEATHER.
- B. VERIFY THAT MECHANICAL WORK THAT IS LIKELY TO DAMAGE CONDUCTORS HAS BEEN COMPLETED.
- C. COMPLETELY AND THOROUGHLY SWAB RACEWAY SYSTEM BEFORE INSTALLING CONDUCTORS.
- D. ELECTRICAL BOXES ARE SHOWN ON DRAWINGS IN APPROXIMATE LOCATIONS UNLESS DIMENSIONED.
 1. OBTAIN VERIFICATION FROM ENGINEER OF JUNCTION BOX LOCATIONS, AND LOCATIONS OF OUTLETS IN OFFICES AND WORK AREAS, PRIOR TO ROUGH-IN.
 2. IT SHALL BE UNDERSTOOD THAT ANY OUTLET MAY BE RELOCATED A DISTANCE NOT EXCEEDING 5FT FROM THE LOCATION SHOWN ON THE DRAWINGS PRIOR TO OR DURING ROUGH-IN, IF SO DIRECTED BY THE ARCHITECT-ENGINEER WITHOUT ADDITIONAL COST TO THE OWNER.
 3. LOCAL SWITCHES WHICH ARE SHOWN NEAR DOORS SHALL BE LOCATED AT THE STRIKE SIDE OF THE DOOR AS FINALLY HUNG, REGARDLESS OF SWING ON THE DRAWINGS.

3.2 INSTALLATION

- A. PERFORM WORK ACCORDING TO NECA STANDARD OF INSTALLATION.
- B. ARRANGE CONDUIT TO MAINTAIN HEADROOM AND TO PRESENT NEAT APPEARANCE.
 1. ROUTE EXPOSED RACEWAY PARALLEL AND PERPENDICULAR TO WALLS AND ADJACENT PIPING.
 2. MAINTAIN MINIMUM 6-INCH CLEARANCE TO PIPING AND 12" CLEARANCE TO HEAT SURFACES SUCH AS FLUES, STEAM PIPES, AND HEATING APPLIANCES.
 3. MAINTAIN REQUIRED FIRE, ACOUSTIC, AND VAPOR BARRIER RATING WHEN PENETRATING WALLS, FLOORS, AND CEILINGS.
 4. ROUTE CONDUIT THROUGH ROOF OPENINGS FOR PIPING AND DUCTWORK WHERE POSSIBLE; OTHERWISE, ROUTE THROUGH ROOF JACK WITH PITCH POCKET
 5. GROUP IN PARALLEL RUNS WHERE PRACTICAL. USE RACK CONSTRUCTED OF STEEL CHANNEL. MAINTAIN SPACING BETWEEN RACEWAYS OR DERATE CIRCUIT AMPACITIES TO NFPA 70 REQUIREMENTS.
 6. USE CONDUIT HANGERS AND CLAMPS; DO NOT FASTEN WITH WIRE OR PERFORATED PIPE STRAPS.
 7. USE CONDUIT BODIES TO MAKE SHARP CHANGES IN DIRECTION.
 8. TERMINATE CONDUIT STUBS WITH INSULATED BUSHINGS.
 9. USE SUITABLE CAPS TO PROTECT INSTALLED RACEWAY AGAINST ENTRANCE OF DIRT AND MOISTURE.
 10. PROVIDE NO. 12 AWG INSULATED CONDUCTOR OR SUITABLE PULL STRING IN EMPTY RACEWAYS, EXCEPT SLEEVES AND NIPPLES.
 11. INSTALL EXPANSION JOINTS WHERE RACEWAY CROSSES BUILDING EXPANSION OR SEISMIC JOINTS.
 12. INSTALL PLASTIC CONDUIT AND TUBING ACCORDING TO MANUFACTURER'S INSTRUCTIONS.
 13. USE STEEL COMPRESSION TYPE FITTINGS WITH EMT CONDUITS.
- C. INSTALL ELECTRICAL BOXES AS SHOWN ON THE DRAWINGS, AND AS REQUIRED FOR SPICES, TAPS, WIRE PULLING, EQUIPMENT CONNECTIONS AND REGULATORY REQUIREMENTS.

- 1. USE CAST OUTLET BOX IN EXTERIOR LOCATIONS EXPOSED TO WEATHER AND WET LOCATIONS.

- 2. USE HINGED COVER ENCLOSURE FOR INTERIOR PULL AND JUNCTION BOX LARGER THAN 12 INCHES IN ANY DIMENSION.

- 3. LOCATE AND INSTALL ELECTRICAL BOXES TO ALLOW ACCESS. PROVIDE ACCESS PANELS IF REQUIRED.

- 4. LOCATE AND INSTALL ELECTRICAL BOXES TO MAINTAIN HEADROOM AND TO PRESENT NEAT MECHANICAL APPEARANCE.

- 5. INSTALL PULL BOXES AND JUNCTION BOXES ABOVE ACCESSIBLE CEILINGS OR IN UNFINISHED AREAS.

- 6. PROVIDE KNOCKOUT CLOSURES FOR UNUSED OPENINGS.

- 7. ALIGN WALL-MOUNTED OUTLET BOXES FOR SWITCHES, THERMOSTATS, AND SIMILAR DEVICES.

- 8. COORDINATE MOUNTING HEIGHTS AND LOCATIONS OF OUTLETS ABOVE COUNTERS AND BACKSPASHES.

- 9. USE RECESSED OUTLET BOXES IN FINISHED AREAS AND WHERE INDICATED.

- 10. SECURE BOXES TO INTERIOR WALL AND PARTITION STUDS, ACCURATELY POSITIONING TO ALLOW FOR SURFACE FINISH THICKNESS.

- 11. USE STAMPED STEEL STUD BRIDGES FOR FLUSH OUTLETS IN HOLLOW STUD WALL, AND ADJUSTABLE STEEL CHANNEL FASTENERS FOR FLUSH CEILING OUTLET BOXES.

- 12. LOCATE BOXES IN MASONRY WALLS TO REQUIRE CUTTING CORNER ONLY. COORDINATE MASONRY CUTTING TO ACHIEVE NEAT OPENINGS FOR BOXES.

- 13. DO NOT INSTALL BOXES BACK-TO-BACK IN WALLS; PROVIDE 6 INCHES SEPARATION, MINIMUM; EXCEPT PROVIDE 24 INCHES SEPARATION, MINIMUM IN ACOUSTIC-RATED WALLS.

- 14. DO NOT DAMAGE INSULATION.

D. INSTALL CABLE AND WIRE ACCORDING TO MANUFACTURER'S INSTRUCTIONS

1. NEATLY TRAIN AND SECURE WIRING INSIDE BOXES, EQUIPMENT, AND PANELBOARDS.
2. USE WIRE PULLING LUBRICANT FOR PULLING 4 AWG AND LARGER WIRES.
3. SUPPORT CABLES ABOVE ACCESSIBLE CEILINGS TON KEEP THEM FROM RESTING ON CEILING TILES.
4. MAKE SPLICES, TAPS, AND TERMINATIONS TO CARRY FULL AMPACITY OF CONDUCTORS WITHOUT PERCEPTIBLE TEMPERATURE RISE.
5. TERMINATE SPARE CONDUCTORS WITH ELECTRICAL TAPE.

E. INSTALL WIRING DEVICES ACCORDING TO MANUFACTURER'S INSTRUCTIONS.

F. INSTALL WALL PLATES FLUSH AND LEVEL.

1. INSTALL PLATES ON SWITCH, RECEPTACLE, AND BLANK OUTLETS IN FINISHED AREAS, USING JUMBO SIZE PLATES FOR OUTLETS INSTALLED IN MASONRY WALLS.
2. INSTALL GALVANIZED STEEL PLATES ON OUTLET BOXES AND JUNCTION BOXES IN UNFINISHED AREAS, ABOVE ACCESSIBLE CEILINGS, AND ON SURFACE-MOUNTED OUTLETS.

G. INSTALL SERVICE FITTINGS ACCORDING TO MANUFACTURER'S INSTRUCTIONS.

H. BEFORE INSTALLING RACEWAYS AND PULLING WIRE TO ANY MECHANICAL EQUIPMENT OR PLUMBING EQUIPMENT, VERIFY ELECTRICAL CHARACTERISTICS WITH FINAL SUBMITTAL ON EQUIPMENT TO ASSURE PROPER NUMBER AND AWG OF CONDUCTORS.

- I. UNDERGROUND CABLE AND CONDUIT INSTALLATION SHALL CONFORM TO ANSI C2 AND NEC EXCEPT AS OTHERWISE INDICATED. THE CONTRACTOR SHALL PROMPTLY REPAIR ANY UTILITY LINES OR SYSTEM DAMAGED BY HIS OPERATION. THE TOP OF UNDERGROUND CONDUIT SHALL NOT BE LESS THAN 24 INCHES BELOW GRADE. THE BOTTOM OF CONDUITS TRENCH SHALL BE GRADED SMOOTH, WHERE ROCK AND SHARP EDGED MATERIAL ARE ENCOUNTERED, THE BOTTOM SHALL BE EXCAVATED FOR ADDITIONAL 3 INCHES, FILLED AND TAMPED LEVEL TO THE ORIGINAL BOTTOM WITH SAND OR EARTH FREE FROM ROCKS AND SHARP MATERIALS. PROVIDE MAGNETIC YELLOW WARNING TAPE ABOVE THE ENTIRE LENGTH OF UNDERGROUND CONDUITS TAPE SHALL BE BURIED 12" BELOW GRADE.

- J. SURFACES DISTURBED DURING THE INSTALLATION OF UNDERGROUND CONDUITS SHALL BE RESTORED TO THEIR ORIGINAL CONDITIONS. PROVIDE SOD OF QUALITY EQUAL TO THAT REMOVED, PATCH PAVEMENT, SIDEWALK CURB, ETC. EXCAVATED MATERIAL NOT REQUIRED OR SUITABLE FOR BACKFILL SHALL BE REMOVED FROM PROJECT SITE. REMOVE WATER FROM EXCAVATION BY PUMPING OR OTHER APPROVED METHOD. BACKFILL SHALL BE FREE FROM LARGE CLODS OF EARTH OR STONES OVER 1 INCH IN SIZE.

SECTION 16400

SERVICE AND DISTRIBUTION

PART 1 GENERAL

1.1 SUBMITTALS

- A. SHOP DRAWINGS: FOR REVIEW; INDICATE CONSTRUCTION DETAILS FOR THE FOLLOWING:
 1. PANELBOARDS.
- B. PRODUCT DATA: FOR REVIEW; PROVIDE RATINGS AND COMPONENT DETAILS FOR THE FOLLOWING:
 1. ENCLOSED SWITCHES.
 2. FUSES.
 3. CIRCUIT BREAKERS.
- C. TEST REPORTS: FOR INFORMATION.
- D. OPERATING AND MAINTENANCE INSTRUCTIONS: FOR PROJECT CLOSEDOUT; INCLUDE THE FOLLOWING:
 1. PANELBOARD: SUBMIT NEMA PB 2.1.

1.2 REGULATORY REQUIREMENTS

- A. CONFORM TO REQUIREMENTS OF NFPA 70.
- B. FURNISH PRODUCTS LISTED BY UL OR OTHER TESTING FIRM ACCEPTABLE TO AUTHORITY HAVING JURISDICTION.
- C. CONFORM TO REQUIREMENTS OF UTILITY COMPANY.

PART 2 PRODUCTS

2.1 ENCLOSED SWITCHES

- A. MANUFACTURERS:
 1. SQUARE D
 2. EATON-CUTLER HAMMER
 3. GE
- B. ENCLOSED SWITCH ASSEMBLIES: NEMA KS 1; TYPE HD.
 1. FUSE CLIPS: DESIGNED TO ACCOMMODATE CLASS R OR J FUSES.

2.2 FUSES

A. MANUFACTURERS:

1. FERRAZ-SHAWMUT
2. BUSSMAN

- B. FUSES 600 AMPERES AND LESS: CURRENT LIMITING, ONE-TIME FUSE, 250 VOLT, UL CLASS RK 1, RK 5 OR J.

2.3 PANELBOARDS

A. MANUFACTURERS:

1. EATON-CUTLER HAMMER
2. SQUARE D
3. GE

B. DISTRIBUTION PANELBOARDS: NEMA PB 1; CIRCUIT BREAKER TYPE.

1. ENCLOSURE: TYPE 1
2. PROVIDE SURFACE CABINET FRONT WITH SCREW COVER AND HINGED DOOR.
3. BUS: COPPER.
4. GROUND BUS: COPPER.
5. VOLTAGE: AS SHOWN
6. MINIMUM INTEGRATED EQUIPMENT RATING: AS INDICATED ON DRAWINGS.

C. LIGHTING AND APPLUANCE BRANCH CIRCUIT PANELBOARDS: NEMA PB 1; CIRCUIT BREAKER TYPE.

1. ENCLOSURE: NEMA PB 1; TYPE 1
2. PROVIDE FLUSH OR SURFACE CABINET FRONT WITH LOCKABLE DOOR, KEYED ALIKE.
3. BUS: COPPER BUS.
4. GROUND BUS: COPPER.
5. VOLTAGE: AS SHOWN
6. MINIMUM INTEGRATED EQUIPMENT RATING: AS INDICATED ON DRAWINGS.

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. MAKE ARRANGEMENTS WITH UTILITY COMPANY TO OBTAIN PERMANENT ELECTRIC SERVICE TO THE PROJECT.
- B. PROVIDE CONCRETE PAD FOR UTILITY TRANSFORMER. PROVIDE PAD DIMENSIONS AND DETAILS TO UTILITY REQUIREMENTS.

3.2 INSTALLATION

- A. INSTALL EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- B. INSTALL PROPER FUSES IN EACH FUSED SWITCH.
- C. INSTALL PANELBOARDS AND LOAD CENTERS TO NEMA PB 1.1.

3.3 CLEANING

- A. CLEAN EQUIPMENT FINISHES TO REMOVE PAINT AND CONCRETE SPLATTERS.

SECTION 16510

INTERIOR LUMINAIRES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. INTERIOR LUMINAIRES AND ACCESSORIES.
- B. BALLASTS.
- C. LAMPS.
- D. LUMINAIRE ACCESSORIES.

1.2 REFERENCES

- A. ANSI C78.379 - ELECTRIC LAMPS - INCANDESCENT AND HIGH-INTENSITY DISCHARGE REFLECTOR LAMPS-- CLASSIFICATION OF BEAM PATTERNS.

- B. MANUFACTURER'S INSTRUCTIONS: AND LIMITATIONS OF USE STIPULATED BY PRODUCT TESTING AGENCY SPECIFIED UNDER REGULATORY REQUIREMENTS.

- C. MANUFACTURER'S INSTRUCTIONS: STORAGE, HANDLING, PROTECTION, EXAMINATION, PREPARATION, AND INSTALLATION OF PRODUCT.

1.3 QUALIFICATIONS

- A. MANUFACTURER: COMPANY SPECIALIZING IN PRODUCTS SPECIFIED IN THIS SECTION WITH MINIMUM THREE YEARS DOCUMENTED EXPERIENCE.

1.4 REGULATORY REQUIREMENTS

- A. CONFORM TO REQUIREMENTS OF ANSI/NFPA 70.
- B. CONFORM TO REQUIREMENTS OF NFPA 101.
- C. FURNISH PRODUCTS LISTED AND CLASSIFIED BY UNDERWRITERS LABORATORIES, INC. AS SUITABLE FOR PURPOSE SPECIFIED AND SHOWN.

PART 2 PRODUCTS

2.1 LUMINAIRES

- A. FURNISH PRODUCTS AS SPECIFIED IN SCHEDULE ON DRAWINGS.
- SUBSTITUTIONS: UNDER PROVISIONS OF SECTION 16000.
- B.
- C. INSTALL BALLASTS, LAMPS, AND SPECIFIED ACCESSORIES AT FACTORY.
- BALLAST: MANUFACTURER'S STANDARD, MATCHED TO LAMP
- D. CHARACTERISTICS, RATED 120 VOLTS.

2.2 BALLASTS

- A. FLUORESCENT BALLAST:
 1. DESCRIPTION: ANSI C82.1, ELECTRONIC BALLAST.
 2. PROVIDE BALLAST SUITABLE FOR LAMPS SPECIFIED.
 3. VOLTAGE: 120 VOLTS.
 4. SOURCE QUALITY CONTROL: CERTIFY BALLAST DESIGN AND CONSTRUCTION BY CERTIFIED BALLAST MANUFACTURERS, INC.

2.3 FLANGE MOUNTING FRAME

- PROVIDE FLANGE MOUNTING FRAMES TO MOUNT GRID TYPE TROFFERS FIN HARD CEILINGS. FRAME SHALL PERMIT USE OF GRID (NEMAG) FIXTURES IN CEILINGS REQUIRING FLANGES. FRAMES SHALL BE INDIVIDUAL OR CONTINUOUS ROW MODELS. FRAME SHALL BE EXTRUDED ALUMINUM PAINTED WHITE, 1' X 4', 2' X 2' OR 2' X 4' AS REQUIRED. DAY-BRITE FMK OR APPROVED EQUAL

PART 3 EXECUTION

3.1 EXAMINATION

- A. EXAMINE SUBSTRATE AND SUPPORTING GRIDS FOR LUMINAIRES.

3.2 INSTALLATION

- A. INSTALL IN ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS.

- B. INSTALL SUSPENDED LUMINAIRES USING PENDANTS SUPPORTED FROM SWIVEL HANGERS. PROVIDE PENDANT LENGTH REQUIRED TO SUSPEND LUMINAIRE AT INDICATED HEIGHT.

- C. INSTALL SURFACE MOUNTED LUMINAIRES AND EXIT SIGNS PLUMB AND ADJUST TO ALIGN WITH BUILDING LINES AND WITH EACH OTHER. SECURE TO PROHIBIT MOVEMENT.

- D. INSTALL WALL MOUNTED LUMINAIRES AS SCHEDULED.

- E. INSTALL ACCESSORIES FURNISHED WITH EACH LUMINAIRE.

- F. MAKE WIRING CONNECTIONS TO BRANCH CIRCUIT USING BUILDING WIRE WITH INSULATION SUITABLE FOR TEMPERATURE CONDITIONS WITHIN LUMINAIRE.

- G. BOND PRODUCTS AND METAL ACCESSORIES TO BRANCH CIRCUIT EQUIPMENT GROUNDING CONDUCTOR.

- H. INSTALL SPECIFIED LAMPS IN EACH LUMINAIRE, EMERGENCY LIGHTING UNIT AND EXIT SIGN.

- I. EACH RECESSED FIXTURE SHALL HAVE TWO STEEL WIRE SUPPORTS FASTENED TO THE STRUCTURE ABOVE, AT DIAGONALLY OPPOSITE CORNERS OF FIXTURE.

- J. SEE ARCHITECTURAL RCP DRAWING FOR EXACT FIXTURE LOCATION.

3.3 FIELD QUALITY CONTROL

- A. OPERATE EACH LUMINAIRE AFTER INSTALLATION AND CONNECTION. INSPECT FOR PROPER CONNECTION AND OPERATION.

3.4 ADJUSTING

- A. AIM AND ADJUST LUMINAIRES AS DIRECTED.
- B. ADJUST EXIT SIGN DIRECTIONAL ARROWS AS INDICATED.
- C. RELAMP LUMINAIRES THAT HAVE FAILED LAMPS AT SUBSTANTIAL COMPLETION.

3.5 CLEANING

- A. CLEAN LIGHTING FIXTURES.
- B. CLEAN ELECTRICAL PARTS TO REMOVE CONDUCTIVE AND DELETERIOUS MATERIALS.
- C. REMOVE DIRT AND DEBRIS FROM ENCLOSURE.
- D. CLEAN PHOTOMETRIC CONTROL SURFACES AS RECOMMENDED BY MANUFACTURER.
- E. CLEAN FINISHES AND TOUCH UP DAMAGE.

REVISIONS

NO.	DATE	DESCRIPTION	BY

THIS DRAWING IS AN INSTRUMENT OF SERVICE AND THE PROPERTY OF BASHAM & LUCAS DESIGN GROUP AND SHALL REMAIN THEIR PROPERTY. THE USE OF THIS DRAWING IS RESTRICTED TO THE ORIGINAL SITE FOR WHICH IT IS PREPARED AND PUBLICATION THEREOF IS EXPRESSLY LIMITED TO SUCH USE.

prepared for Bannan Lakes, CDD

BANNON L

B.

Preserve at Bannon Lakes Phase 2A

A PORTION OF SECTIONS 11 AND 12, TOWNSHIP 6 SOUTH, RANGE 28 EAST, ST. JOHNS COUNTY, FLORIDA

MAP BOOK 110 PAGE 47

SHEET 3 OF 6 SHEETS

5 LOTS AND 8 TRACTS THIS PHASE



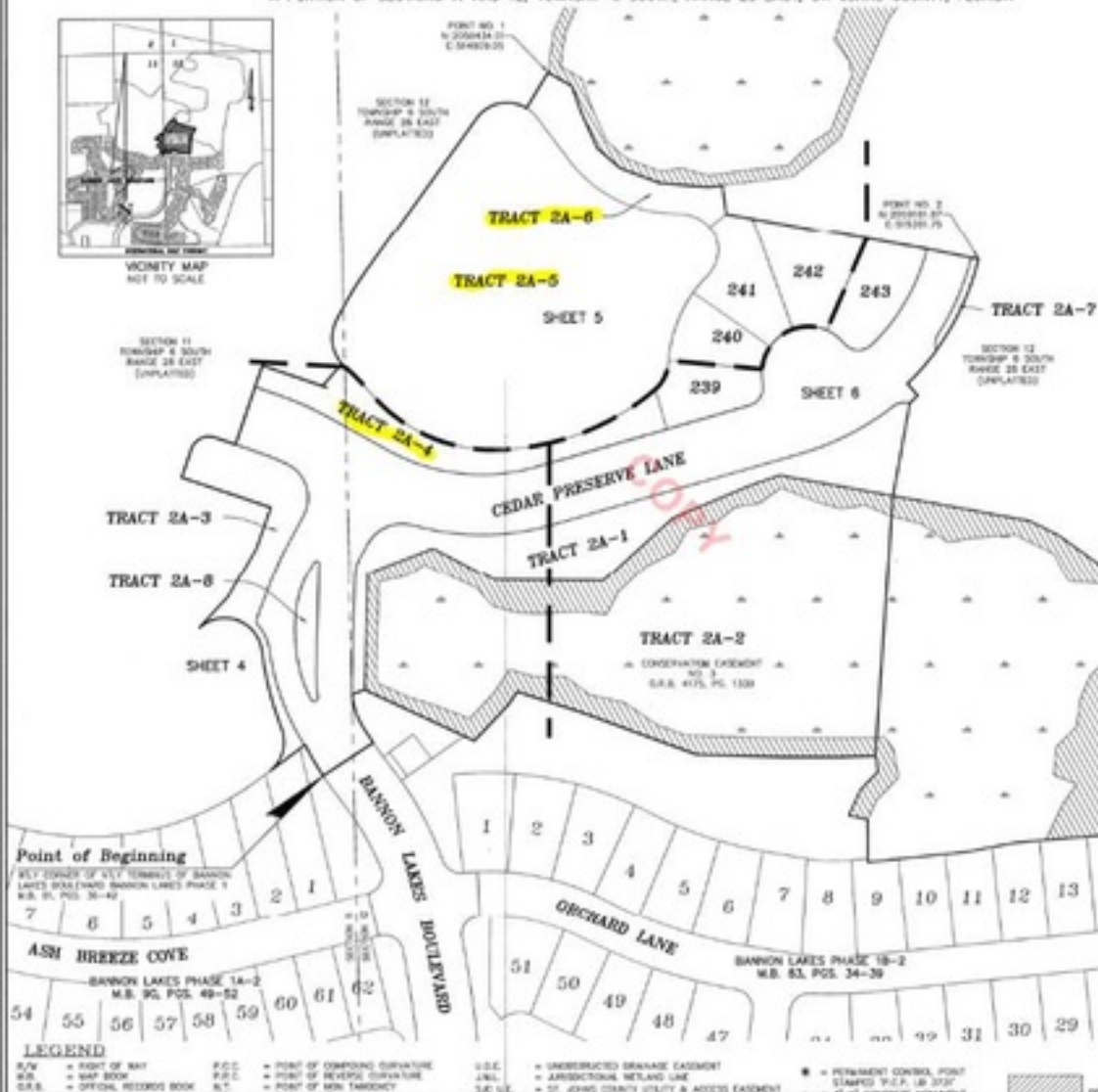
VICINITY MAP
NOT TO SCALE

General Notes

1. BEARINGS SHOWN HEREON ARE BASED ON THE NORTHERLY BENCHMARK OF BANNON LAKES BOULEVARD ADJ. S. 28°21'17" N. STATE PLANE COORDINATE SYSTEM, FLORIDA EAST ZONE, AND 1983/1980 MDS ADJUSTMENTS.
2. THE INTENDED USE OF THESE COORDINATES IS FOR GS BASE MAPPING PURPOSES ONLY. THE USER IS ADVISED THAT THESE COORDINATES ARE NOT TO BE USED FOR ANY OTHER PURPOSES. COORDINATES ARE BASED ON NORTH AMERICAN DATUM 1983/1980 - STATE PLANE COORDINATES - FLORIDA EAST ZONE - (U.S. SURVEY FEET).
3. NOTICE: THIS PLAN, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVISION LOTS DESCRIBED HEREON AND WILL, IN NO CIRCUMSTANCES, BE SUPPLEMENTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAN. THERE MAY BE REVISIONS THAT ARE NOT RECORDED ON THIS PLAN THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY, SECTION 177.01, FLORIDA STATUTES.
4. BEARINGS AND DISTANCES SHOWN ON CURVES REFER TO CHORD BEARINGS AND DISTANCES.
5. THE TABULATED CURVE TABLES SHOWN ON EACH SHEET IS APPLICABLE ONLY TO THE CURVES THAT APPEAR ON THAT SHEET.
6. UPLAND BUFFERS ADJACENT TO WETLANDS ARE TO REMAIN NATURAL, VEGETATIVE, AND UNDEVELOPED.
7. CERTAIN EASEMENTS ARE REQUIRED FOR FPL FOR USE IN CONNECTION WITH THE UNDERGROUND ELECTRICAL DISTRIBUTION SYSTEM.
8. THE STORMWATER MANAGEMENT FACILITY & DRAINAGE EASEMENTS SHOWN HEREON ARE FOR PICTORIAL PURPOSES ONLY AND DO NOT REPRESENT AN ACTUAL "AS-BUILT" SITUATION. THEY ARE BASED ON THE CONVEYING PLANS FOR THIS PLAN.
9. EACH EASEMENT SHOWN ON THIS PLAN AND DESCRIBED AS AN UNDEVELOPED EASEMENT SHALL REMAIN PERMANENTLY UNDEVELOPED BY ANY PERMANENT IMPROVEMENTS WHICH MAY IMPAIR THE USE OF SAID UNDEVELOPED EASEMENT BY AUTHORIZED PERSONS OR ENTITIES. THE CONVEYANCE OF SUCH EASEMENTS AND SUBORDINATION OF FENCED, HEDGED, AND UNDEVELOPED IS PERMISSIBLE BUT SUBJECT TO REMOVAL BY AUTHORIZED PERSONS OR ENTITIES AT THE EXPENSE OF EACH INTERESTED LOT OWNER FOR THE REMOVAL AND/OR REPLACEMENT OF SUCH ITEMS.
10. THE NUMBERS OF LOTS ON THIS PLAN INCLUDE LOTS 128 THROUGH 243, INCLUSIVE.

THE LOTS, TRACTS, EASEMENTS, AND SUBORDINATION TO THE FOLLOWING EASEMENTS:

EASEMENT	SHOWN HEREON
G.S.B. 4175, PG. 1326 CONVEYANCE EASEMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4156, PG. 827 AMENDED MASTER DECLARATION	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4284, PG. 759 AMENDMENT TO MASTER DECLARATION	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4395, PG. 1593 SECOND AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4440, PG. 181 THIRD AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4766, PG. 1014 FOURTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4933, PG. 1985 FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4935, PG. 1598 AMENDED FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
G.S.B. 4944, PG. 790 SECOND AMENDED FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACTS
G.S.B. 5115, PG. 70 EASEMENT AGREEMENT	SHOWN HEREON
G.S.B. 5204, PG. 1282 FIRST AMENDED EASEMENT AGREEMENT	SHOWN HEREON



LEGEND

- B.V. = BOUNDARY VARY
 W.B. = WAY BOOK
 G.S.B. = OFFICIAL RECORDS BOOK
 P.C.C. = POINT OF COMPOUND CURVATURE
 P.R.C. = POINT OF REVERSE CURVATURE
 B.T. = POINT OF BEGINNING
 U.S.C. = UNDERGROUND EASEMENT
 A.S.L. = ARBITRARY SETBACK LINE
 S.T. = ST. JOHNS COUNTY UTILITY & ACCESS EASEMENT
 S.C.U. = ST. JOHNS COUNTY UTILITY & ACCESS EASEMENT
 * = PERMANENT CONTROL POINT
 STAMPED P.L. & J.B. 10/27
 * = PLAT CORNER MONUMENT
 SHOWN ON MAP AND SECTION

C.

Prepared By and Return To:
Wesley S. Haber, Esquire
Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301

NON-EXCLUSIVE EASEMENT AGREEMENT FOR ACCESS AND MAINTENANCE

THIS NON-EXCLUSIVE EASEMENT AGREEMENT FOR ACCESS AND MAINTENANCE (“Agreement”) is made this ____ day of _____ 2026, by **BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“**District**”), in favor of **THE PRESERVE AT BANNON LAKES HOMEOWNERS ASSOCIATION, INC.**, a Florida not-for-profit corporation, with its principal office located at 225 Land Grant Street, Suite 5, St. Augustine, Florida 32092 (“**HOA**” and together with the District, the “**Parties**”).

WITNESSETH:

WHEREAS, District is the owner in fee simple of certain real property located in St. Johns County, Florida, lying within the boundaries of the District, including certain tracts of land more particularly described in **Exhibit A** attached hereto and incorporated herein by this reference (“**Easement Area**”); and

WHEREAS, the HOA has requested a non-exclusive access, ingress, and egress easement from the District to proceed with the maintenance responsibilities for certain landscape, hardscape, and irrigation improvements as further described in Exhibit A located within the Easement Area (“**Improvements**”); and

WHEREAS, District is agreeable to granting such easement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the sum of Ten and 00/100 Dollars (\$10.00) and other good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The foregoing recitals are true and correct and by this reference are incorporated as a material part of this Agreement.

2. **Grant of Easement.** District hereby grants to the HOA, and its respective employees, agents, contractors (or their subcontractors, employees or materialmen), or representatives, a perpetual, non-exclusive access, ingress and egress easement over the Easement Area for the installation, maintenance, repair and replacement of Improvements located within the Easement Area. The Parties agree that the HOA shall maintain, repair, and/or replace the Improvements at its sole cost and expense. The HOA agrees that it shall use all due care to protect

the Easement Area and adjoining property from damage resulting from HOA's use of the Easement Area and shall promptly restore any property damaged by the HOA's exercise of the rights provided herein. The HOA may not relocate, remove, or materially modify the Improvements without the prior written consent of the District, which shall not be unreasonably withheld. The Parties agree that the HOA shall have the non-exclusive right to use the Easement Area for any purpose which is not inconsistent, or unreasonably interferes with, the rights of the District and the public, including the public right to use the parking lot.

3. **Liens.** The HOA shall not cause or permit any liens for labor, services, or materials to be created against title to the Easement Area. To the extent any such lien is created as a result of the HOA's exercise of the Easement granted herein, the HOA shall cause such lien to be released of record, within thirty (30) days of the HOA obtaining knowledge of such lien, by either satisfying such lien or transferring such lien to bond, failing which the District, at its option in addition to the other remedies set forth herein, shall have the right to satisfy or transfer such lien to bond, and the HOA shall be required to pay to the District, within thirty (30) days after written demand, all reasonable costs and expenses incurred by the District in connection therewith.

4. **Benefit; Sovereign Immunity; Indemnity.** Nothing in this Agreement shall be deemed as a waiver of sovereign immunity or the monetary limits of liability of the District, including its board, officers, staff, agents, employees and representatives, beyond any statutory limited waiver of immunity or limits of liability, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred or otherwise limited under the Doctrine of Sovereign Immunity or by operation of law. The HOA agrees to indemnify and hold harmless the District, including its board, officers, staff, agents, employees and representatives from any and all liability, loss, damage, or harm of any kind, which relate in any way to the Easement Area.

5. **Binding Effect; Amendment and Termination.** The provisions of this Agreement shall bind the Parties and their respective heirs, successors, or assigns and shall continue as a covenants running in perpetuity with the Easement Area. This Agreement may be amended only by an instrument in writing executed by both Parties. This Agreement may be terminated only by the District at its sole discretion by an written instrument.

6. **Enforcement of Agreement; Default; Controlling Law; Venue.** In the event that either Party seeks to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees, and expert witness fees and costs for trial, alternative dispute resolution or appellate proceedings. A default by any party under this Agreement shall entitle the other party to all remedies available at law or in equity, which may include but not be limited to the right of actual damages, injunctive relief and/or specific performance. This Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue shall be in St. Johns County, Florida.

7. **Public Records.** The Parties understands and agrees that all documents of any kind provided to the District or to District staff in connection with this Agreement are public records and are to be treated as such in accordance with Florida law.

8. **Entire Agreement; Counterparts; Headings.** This instrument shall constitute the final and complete expression of the agreement between the Parties relating to the subject matter of this Agreement. 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. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed, to be effective as of the day and year first written above.

WITNESSES:

Signed, sealed and delivered
in the presence of:

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Printed Name: _____

Address: _____

By: _____
Chairperson / Vice Chairperson

Printed Name: _____

Address: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of _____ 2026 by _____ of Bannon Lakes Community Development District, on behalf of said company. S/He is ☐ personally known to me or ☐ produced _____ as identification.

(Signature of Notary Public)

(Typed name of Notary Public)

Notary Public, State of Florida

Commission No.: _____

My Commission Expires: _____

WITNESSES:

Signed, sealed and delivered
in the presence of:

**THE PRESERVE AT BANNON LAKES
HOMEOWNERS ASSOCIATION, INC.,** a
Florida not-for-profit corporation

Printed Name: _____

Address: _____

By: _____

Its: _____

Printed Name: _____

Address: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____ 2026 by _____ of The Preserve at Bannon Lakes Homeowners Association, Inc., on behalf of said not-for-profit corporation. S/He is ☐ personally known to me or ☐ produced _____ as identification.

(Signature of Notary Public)

(Typed name of Notary Public)

Notary Public, State of Florida

Commission No.: _____

My Commission Expires: _____

EXHIBIT A
DESCRIPTION OF EASEMENT AREA

- Landscape, hardscape, and irrigation improvements generally located on Tracts 2A-4 and 2A-6 as identified in the plat known as Preserve at Bannon Lakes Phase 2A as recorded in Plat Book 110, Pages 45 - 50, of the Official Records of St. Johns County, Florida.

•

And as further depicted on the following map:

Preserve at Bannon Lakes Phase 2A

A PORTION OF SECTIONS 11 AND 12, TOWNSHIP 6 SOUTH, RANGE 28 EAST, ST. JOHNS COUNTY, FLORIDA

MAP BOOK 110 PAGE 47

SHEET 3 OF 6 SHEETS

5 LOTS AND 8 TRACTS THIS PHASE



VICINITY MAP
NOT TO SCALE

SECTION 11
TOWNSHIP 6 SOUTH
RANGE 28 EAST
(UNPLATTED)

SECTION 12
TOWNSHIP 6 SOUTH
RANGE 28 EAST
(UNPLATTED)

SECTION 12
TOWNSHIP 6 SOUTH
RANGE 28 EAST
(UNPLATTED)

TRACT 2A-3

TRACT 2A-8

SHEET 4

CEDAR PRESERVE LANE

TRACT 2A-1

TRACT 2A-2

CONSERVATION EASEMENT
NO. 3
S.B. 4175, PG. 1338

BANNON LAKES
BOULEVARD

ORCHARD LANE

BANNON LAKES PHASE 1B-2
S.B. 83, PGS. 34-39

General Notes

1. BEARINGS SHOWN HEREIN ARE BASED ON THE NORTHERLY BENCHMARK OF BANNON LAKES BOULEVARD ADJ. S. 26°21'17" N. STATE PLANE COORDINATE SYSTEM, FLORIDA EAST ZONE, AND 1983/1980 MDS ADJUSTMENTS.
2. THE INTENDED USE OF THESE COORDINATES IS FOR GS BASE MAPS ONLY. THE USER IS RESPONSIBLE FOR THE ACCURACY OF THESE VALUES AND FOR THE QUALITY OF THE DATA. COORDINATES ARE BASED ON NORTH AMERICAN DATUM 1983/1980 - STATE PLANE COORDINATES - FLORIDA EAST ZONE - (U.S. SURVEY FEET).
3. NOTICE: THIS PLAN, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVISION LOTS DESCRIBED HEREIN AND WILL, IN NO CIRCUMSTANCES, BE SUPPLEMENTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAN. THERE MAY BE REVISIONS THAT ARE NOT RECORDED ON THIS PLAN THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY, SECTION 177.01, FLORIDA STATUTES.
4. BEARINGS AND DISTANCES SHOWN ON CURVES REFER TO CHORD BEARINGS AND DISTANCES.
5. THE TABULATED CURVE TABLES SHOWN ON EACH SHEET IS APPLICABLE ONLY TO THE CURVES THAT APPEAR ON THAT SHEET.
6. UPLAND BUFFERS ADJACENT TO WETLANDS ARE TO REMAIN NATURAL, VEGETATIVE, AND UNDEVELOPED.
7. CERTAIN EASEMENTS ARE REQUIRED FOR FPL FOR USE IN CONNECTION WITH THE UNDERGROUND ELECTRICAL DISTRIBUTION SYSTEM.
8. THE STORMWATER MANAGEMENT FACILITY & DRAINAGE EASEMENTS SHOWN HEREIN ARE FOR INFORMATION PURPOSES ONLY AND DO NOT REPRESENT AN ACTUAL "AS-BUILT" SITUATION. THEY ARE BASED ON THE CONVEYING PLANS FOR THIS PLAN.
9. EACH EASEMENT SHOWN ON THIS PLAN AND DESCRIBED AS AN UNDEVELOPED EASEMENT SHALL REMAIN PERMANENTLY UNDEVELOPED BY ANY PERMANENT IMPROVEMENTS WHICH MAY IMPAIR THE USE OF SAID UNDEVELOPED EASEMENT BY AUTHORIZED PERSONS OR ENTITIES. THE CONVEYANCE OF EASEMENTS AND SUBORDINATION OF EASEMENTS OF FENCED, HEDED, AND UNDEVELOPED IS PERMISSIBLE BUT SUBJECT TO REMOVAL BY AUTHORIZED PERSONS OR ENTITIES AT THE EXPENSE OF EACH INTERESTED LOT OWNER FOR THE REMOVAL AND/OR REPLACEMENT OF SUCH ITEMS.
10. THE NUMBERS OF LOTS ON THIS PLAN INCLUDE LOTS 138 THROUGH 243, INCLUSIVE.

THE LOTS, TRACTS, EASEMENTS, AND SUBORDINATIONS TO THE FOLLOWING EASEMENTS:

EASEMENT	SHOWN HEREIN
S.B. 4175, PG. 1338 CONSERVATION EASEMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4175, PG. 827 AMENDED MASTER DECLARATION	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4284, PG. 759 AMENDMENT TO MASTER DECLARATION	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4385, PG. 1583 SECOND AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4440, PG. 181 THIRD AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4786, PG. 1014 FOURTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4933, PG. 1985 FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4935, PG. 1588 AMENDED FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACT 2A-2
S.B. 4944, PG. 790 SECOND AMENDED FIFTH AMENDMENT	BLANKETS SITE EXCLUDING TRACTS
S.B. 5115, PG. 70 EASEMENT AGREEMENT	SHOWN HEREIN
S.B. 5204, PG. 1282 FIRST AMENDED EASEMENT AGREEMENT	SHOWN HEREIN

Point of Beginning

N.E. CORNER OF S.E. 1/4 CORNER OF BANNON LAKES BOULEVARD (BANNON LAKES PHASE 1 S.B. 83, PGS. 34-39)

ASH BREEZE COVE

BANNON LAKES PHASE 1A-2
S.B. 83, PGS. 49-52

LEGEND

- S.B. = SECTION BOOK
R.B. = RANGE BOOK
S.B. = OFFICIAL RECORDS BOOK
- P.C.C. = POINT OF COMPOUND CURVATURE
P.R.C. = POINT OF REVERSE CURVATURE
B.T. = POINT OF BEGINNING TANGENCY
- U.S.C. = UNDERGROUND CURVATURE
A.N.L. = ARITHMETICAL NETLAND LINE
S.C.U. = ST. JOHNS COUNTY UTILITY & ACCESS EASEMENT
- ★ = PERMANENT CONTROL POINT
★ = PLAT CORNER

DEVELOPS UP AND BEYOND

D.

RIVERSIDE MANAGEMENT SERVICES, INC.

50 Ellis Street, Suite 208, St. Augustine, FL 32095

May 13, 2026

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

Re: FY2027 Facility Management, Field Operations Management, Pool Maintenance and Facility Attendant

Dear Jim:

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

<u>Services</u>	<u>FY2026 Budget</u>	<u>FY2026 Fees</u>	<u>FY2027 Proposed Fees</u>
Facility Management	\$81,467	\$81,467	\$83,911
Field Operations Management	\$30,000	\$30,000	\$31,500
Pool Maintenance	\$14,865	\$14,865	\$15,608
Facility Attendant(309 Hours)	\$8,820	\$8,820	\$9,261
Facility Maintenance		\$45/hour	\$45/hour

Facility Attendants will be staffed on weekends Memorial Day – Labor Day from 11am-5pm, for PTO coverage and for Special Event support.

The proposed fees for Facility Management, Field Operations Manager and Pool Maintenance reflect a cost-of-living increase. The ownership and management at Riverside Management Services, Inc. would like to thank the Board of Supervisors in advance for your consideration of our request to continue to provide these services to your community.

Sincerely,

Alison Mossing

Alison Mossing
Vice President

E.

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

AMENITY FACILITY POLICIES

(July 21, 2026)

Governmental Management Services

475 West Town Place

Suite 114 World Golf Village

St. Augustine, Florida 32092

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INTRODUCTION

The Board of Supervisors (as an entity), the Facility Manager and its staff shall have full authority to enforce these policies. However, the Facility Manager shall have the authority to waive strict application of any of these Policies when prudent, necessary, or in the best interest of the District and its Residents. Such a temporary waiver of any policy by the Facility Manager shall not constitute a continuous, ongoing waiver of said policy, and the Facility Manager reserves the right to enforce all of these policies at any time he or she sees fit.

DEFINITIONS

“Amenity Facility” – shall mean the properties and areas owned by the District, intended for recreational use and available for rent in certain circumstances, including, but not specifically

be limited to, the pool, tennis, pickleball and basketball courts, fitness room, playground, multi-use field, dog park and event room, together with its appurtenant facilities and areas.

“Amenity Facility Policies” or “Policies” – shall mean these Amenity Facility Policies of Bannon Lakes Community Development District, as amended from time to time.

“Basketball Facilities” – shall mean the basketball court that is part of the District’s Amenity Facility.

“Board of Supervisors” or “Board” – shall mean the Bannon Lakes Community Development District’s Board of Supervisors.

“Community Club” – shall mean a group of two (2) or more self-organized Residents, Renters and/or Non-Resident Members with a common hobby or recreational, social, service and/or cultural interest that has applied for and received such designation from the District’s Board.

“District” – shall mean the Bannon Lakes Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Facility Manager” – shall mean the management company, including its employees, staff and agents, contracted by the District to manage the Amenity Facility.

“Guest” – shall mean any individual who is invited to use the Amenity Facility by a Resident, Non-Resident Member, or Renter and possesses a valid guest pass issued by the Facility Manager.

“Homeowners Association” – shall mean any entity having jurisdiction over lands located within the District, either now or in the future, which exists to aid in the enforcement of deed

restrictions and covenants.

“Non-Resident” – shall mean any person or persons who do not own or rent property within the District.

“Non-Resident Annual User Fee” – shall mean the fee established by the District for any person who is not a Resident or Renter and wishes to become a Non-Resident Member. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

“Non-Resident Member” – shall mean any individual not owning or renting property in the District who is paying the Non-Resident Annual User Fee to the District for use of the Amenity Facility.

“Patron” or “Patrons” – shall mean Residents, Guests, Non-Resident Members, and Renters who are eighteen (18) years of age and older.

“Renter” – shall mean any tenant residing in a Resident’s home pursuant to a valid rental or lease agreement, or any person who rents certain portions or spaces of the Amenity Facility for specified events pursuant to the approval of the District staff.

“Resident” – shall mean any person, spouse or registered domestic partner of a person or family owning property within the Bannock Lakes Community Development District.

SECURITY ACCESS CARDS

1. Security access cards may be issued to all members of each Resident’s household and/or NonResident Members. There is a charge to replace lost or stolen cards and/or for additional cards above two (2) cards.
2. Patrons will be required to sign a waiver of liability before using the District amenities.
3. Patrons may be required to present ID cards or guest passes upon request by staff at the Amenity Facility.

NON-RESIDENT ANNUAL USER FEE

The Non-Resident Annual User Fee for any person not owning or renting real property within the District is \$3,500 and this fee shall include privileges for immediate family members. This payment must be paid in full at the time of completion of the Non-Resident application and the corresponding agreement. This fee will cover membership to the Amenity Facility for one (1) fiscal year, October 1st through September 30th of following year, prorated if applicable. Each subsequent annual membership fee shall be paid in full by October 1st. Such fee may be increased by action of the Board of Supervisors. This membership is not available for commercial purposes.

HOMEOWNERS ASSOCIATION USE OF FACILITIES

1. Each Homeowners Association may use the Amenity Facility without being required to pay an Annual User Fee and/or a non-refundable room rental fee. The District may limit or terminate a Homeowners Association's use of the Amenity Facility at any time.
2. Any Homeowners Association that uses the Amenity Facility shall be responsible for the cost of repairing any damage to the Amenity Facility occurring during Homeowners' Association events and for the movement of the furniture.

COMMUNITY CLUB/CLASS USE OF FACILITIES

1. Each Community Club/Class may use the Amenity Facility for a function without being required to pay an Annual User Fee and/or a room rental fee. However, the District may limit or terminate a Community Club's/Class' use of the Amenity Facility at any time, including but not limited to circumstances in which the Community Club/Class proposes to host an event or function in which the primary attendance at such event or function is not Residents, Renters and/or Non-Resident Members (i.e. a wedding, birthday party, etc.).
2. Any Community Club/Class that uses the Amenity Facility shall be responsible for the cost of repairing any damage to the Amenity Facility occurring during the Community Club's/Class' events and for the movement of the furniture.
3. The District may revoke an organization's status under these policies as a Community Club/Class at any time.

GUEST POLICIES

1. All Guests, regardless of age, must register with the office of the Facility Manager prior to using the Amenity Facility. In the event the Guest is under eighteen (18) years of age, the Resident, NonResident Member or Renter inviting the Guest must be present upon registration, unless other arrangements have been made with the Facility Manager's office. All Guests under fifteen (15) years of age must also be accompanied at all times while using the Amenity Facility by a parent or adult Patron unless previously authorized by the Facility Manager. Guests over the age of eighteen (18) must register and may use the Amenity Facility unaccompanied by a Patron.
2. All Guests over the age of eighteen (18) must sign a waiver of liability upon registration at the Facility Manager's office. All Guests under the age of 18 must have a waiver of liability signed by their parent or legal guardian.
3. Residents, Non-Resident Members, and Renters who have registered a Guest are responsible for any and all actions taken by such Guest. Violation by a Guest of any of these Policies as set forth by the District could result in loss of the privileges and/or membership of that Resident, NonResident Member or Renter.

RENTER'S PRIVILEGES

1. Residents who rent or lease out their residential unit(s) in the District shall have the right to

designate the Renter of their residential unit(s) as the beneficial users of the Resident's membership privileges for purposes of Amenity Facility use.

2. In order for the Renter to be entitled to use the Amenity Facility, the Renter may be required to acquire a membership with respect to the residence which is being rented or leased as well as obtain an ID card. A Renter who is designated as the beneficial user of the Resident's membership shall be entitled to the same rights and privileges to use the Amenity Facility as the Resident.
3. During the period when a Renter is designated as the beneficial user of the membership, the Resident shall not be entitled to use the Amenity Facility with respect to that membership.
4. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Residents are responsible for the deportment of their respective Renter.
5. Renters shall be subject to rules and regulations as the Board may adopt from time to time.

GENERAL AMENITY FACILITY PROVISIONS

1. The Board reserves the right to amend, modify, or delete, in part or in their entirety, these Policies at a duly-noticed Board meeting. However, in order to change or modify rates or fees beyond any increases or modifications that may be specifically allowed for by the District's rules and regulations, the Board must hold a duly-noticed public hearing on said rates and fees.
2. All Patrons may be required to present their ID cards in order to gain access to the Amenity Facility.
3. All hours of operation, including holiday schedules, of the Amenity Facility will be established by the District and Facility Manager.
4. Dogs and all other pets (with the exception of service animals) are not permitted in the Amenity Facility, except for the following locations:
 - a. Dog park
 - b. Multipurpose field
 - c. Walking path around the island where the Amenity Facility is located.

In the event a special event is held, as previously approved by the Facility Manager, and dogs are permitted at the Amenity Facility as part of the special event, they must be leashed. Patrons are responsible for picking up after all pets and disposing of any waste in a designated pet waste receptacle or an outdoor dumpster as a courtesy to residents.

5. Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, in any way which blocks the normal flow of traffic, or in any way that limits the ability of emergency service workers to respond to situations. The Facility Manager reserves the right to waive this parking restriction in the event overflow parking is needed for a large event.
6. Patrons and their guests may use the clubhouse during general hours of operation as long as it doesn't interfere with a scheduled event or activity. Those under sixteen (16) years old must be accompanied by an adult. Usage of the clubhouse in this manner does not include the kitchen, only the living area. Patrons who use the clubhouse in this manner shall be liable for any property damage and/or personal injury while doing so.

7. Fireworks of any kind are not permitted anywhere at or in the Amenity Facility or adjacent areas; however, notwithstanding this general prohibition, the Board may approve the use of fireworks

over a body of water.

8. Only District employees, contractors or employees of the Facility Manager are allowed in the service areas of the Amenity Facility.
9. All lost or stolen Security access cards should be reported immediately to the Facility Manager's office. A fee will be assessed for any replacement cards as set forth herein.
10. Smoking is not permitted at the Amenity Facility except within smoking areas designated by the Facility Manager, if any.
11. Disregard for rules or policies may result in expulsion from the Amenity Facility and/or loss of Amenity Facility privileges in accordance with the procedures set forth herein. Pool rules that are posted in the appropriate area must be observed.
12. Patrons shall treat all staff members with courtesy and respect.
13. Off-road motorbikes/vehicles, e-bikes and e-scooters are prohibited on all property owned, maintained and operated by the District including, but not limited to, the Amenity Facility. Including the covered patio and pathway in front of pool entrance.
14. Skateboards and e-scooters are not allowed on the Amenity Facility property at any time.
15. Performances at the Amenity Facility, including those by outside entertainers, must be approved in advance by the Facility Manager.
16. Commercial advertisements shall not be posted or circulated in the Amenity Facility. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenity Facility property unless approved in writing by the Facility Manager.
17. The Amenity Facility shall not be used for commercial purposes without written permission from the Facility Manager and the District Manager. The term "commercial purposes" shall mean those activities which involve, in any way, the provision of goods or services for compensation or advertising.
18. Firearms or any other weapons are prohibited in the Amenity Facility during any governmental meetings or functions, including those of the District, and as otherwise prohibited in the Amenity Facility in accordance with Florida law.
19. The Facility Manager reserves the right to authorize all programs and activities, including the number of participants, usage of equipment and supplies, facility reservations, etc., at the Amenity Facility, except usage and rental fees that have been established by the Board. The Facility Manager also has the right to authorize management-sponsored events and programs to better serve the Patrons, and to reserve any Amenity Facility for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events, cultural programs and social events. Should the District be entitled to any of these revenues based on its established rental or usage fees or any contractual obligation, the Facility Manager will be required to compensate the District accordingly.
20. Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted at the Amenity Facility.
21. All Patrons shall abide by and comply with any and all federal, state and local laws and ordinances while present at or utilizing the Amenity Facility, and shall ensure that any minor for whom they are responsible also complies with the same.

22. There shall be no overnight parking in the Amenity Facility parking lot unless the owner of vehicle notifies the Facility Manager and obtains a 24 hour parking pass.
23. Public displays of affection, which in the discretion of the Facility Manager are inconsistent with the family-oriented nature of the Amenity Facility, are prohibited.
24. Golf carts must be parked in spaces designated for golf cart parking. Additionally, any golf carts operating on District property shall be operated in strict accordance with all applicable Federal, State and local laws governing such use.

LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY

1. Each Patron assumes sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on or in the Amenity Facility.
2. Patrons shall be liable for any property damage and/or personal injury at the Amenity Facility, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, which is caused by the Patron or the Patron's family member(s). The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses it suffers due to property damage or personal injury caused by a Patron or the Patron's family member(s).
3. Any Patron or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased, or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged, or sponsored by the District, either on or off the Amenity Facility's premises, shall do so at his or her own risk, and shall hold the Amenity Facility's owners, the District, the Board of Supervisors, District employees, District representatives, District contractors, and District agents, harmless from any and all loss, cost, claim, injury, damage or liability sustained or incurred by him or her, resulting therefrom and/or from any act of omission of the District, or its respective operators, supervisors, employees, representatives, contractors or agents. Any Patron shall have, owe, and perform the same obligation to the District and their respective operators, supervisors, employees, representatives, contractors, and agents hereunder with respect to any loss, cost, claim, injury, damage, or liability sustained or incurred by any family member of such Patron.

SERVICE ANIMAL POLICY

Dogs or other pets (with the exception of "Service Animal(s)" trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability) are not permitted within any District-owned public accommodations including, but not limited to, the Amenity Facility. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal under

the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it
- If the Service Animal is not housebroken
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual's disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is required because of a disability and what work or tasks the animal has been trained to perform.

GENERAL BANNON LAKES CDD AMENITY FACILITY USAGE POLICY

All Patrons using the Amenity Facility are expected to conduct themselves in a responsible, courteous, and safe manner, in compliance with all District policies and rules governing the Amenity Facility. Violation of the District's Policies and/or misuse or destruction of Amenity Facility equipment may result in the suspension or termination of District Amenity Facility privileges with respect to the offending Patron or Guest in accordance with District Policies set forth herein.

1. *Hours:* The Amenity Facility is available for use by Patrons during normal operating hours to be established and posted by the District and Facility Manager.
2. *Emergencies:* After contacting 911 Emergency Services if required, all emergencies and injuries must be reported to the Facility Manager at (904) 907-1100 and to the office of the District Manager at (904) 627-9271.
3. *District Equipment:* Any Patron utilizing District equipment is responsible for said equipment. If, as a result of the use of the equipment it is damaged, missing pieces or is in worse condition than when it was when usage began, that Patron will be responsible to the District for any cost associated with repair or replacement of the equipment.

Please note that the facilities at the Amenity Facility are often unsupervised facilities. Persons using the Amenity Facility do so at their own risk. Facility Manager's staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons. Persons interested in using the Amenity Facility are encouraged to consult with a physician prior to commencing a physical fitness program.

SWIMMING POOL RULES

NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK

1. At any given time, a Resident, Renter or Non- Resident Member may allow up to five (5) Guests to the swimming pool (unless a greater number of guests has been approved by the Facility Manager).
2. Guests under fifteen (15) years of age must be accompanied at all times by a parent or adult Patron eighteen (18) years of age or older, during usage of the pool facility.

3. No pushing, running, throwing any item or other horseplay is allowed in the pool or on the pool deck area.
4. Diving is prohibited.
5. Lap lanes are to be used only by persons swimming laps or water walking or jogging. Hanging

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on the lane lines and interfering with the lap-swimming lane is prohibited.

6. Radios, tape players, CD players, MP3 players, televisions or other electronic devices used to play music or other forms of entertainment are not permitted unless they are personal units equipped with headphones or for scheduled activities such as water aerobics classes.
 7. Swimming is permitted only during designated hours as posted at the pool, and such hours are subject to change at the discretion of Facility Manager. Lifeguards are NOT on duty on a regular basis, if at all. Patrons swim at their own risk and must adhere to swimming pool rules at all times.
 8. Showers are required before entering the pool.
 9. Glass containers are prohibited.
 10. Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
 11. Play equipment, such as floats, rafts, snorkels, dive sticks, flotation devices and other recreational items such as balls and pool toys must meet with staff approval. The facility reserves the right to discontinue usage of such play equipment during times of peak or scheduled activity at the pool, or if the equipment causes a safety concern or annoyance to other users of the facility.
 12. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations.
 13. Pets (except service dogs), bicycles, skateboards, roller blades, scooters and golf carts are not permitted on the pool deck area inside any Amenity Facility gates at any time.
 14. The Facility Manager reserves the right to authorize all programs and activities (including the number of participants, equipment and supplies usage, etc.) conducted at the pool, including swim lessons and aquatic/recreational programs.
 15. Any person swimming during non-posted swimming hours may be suspended or terminated from using the facility.
 16. Proper swim attire (no cutoffs) must be worn in the pool.
 17. No chewing gum is permitted in the pool or on the pool deck area.
 18. For the comfort of others, the changing of diapers or clothes is not allowed poolside.
 19. No one shall pollute the pool. Anyone who pollutes the pool will be liable for any costs incurred in treating and reopening the pool.
 20. Radio controlled water craft are not allowed in the pool or the pool area.
 21. Pool entrances must be kept clear at all times.
 22. No swinging on ladders, fences, or railings is allowed.
 23. Pool furniture is not to be removed from the pool area.
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24. Loud, profane, or abusive language is prohibited.

25. No physical or verbal abuse will be tolerated.
26. The District is not responsible for lost or stolen items.
27. Chemicals used in the pool/spa may affect certain hair or fabric colors. The District is not responsible for these effects.
28. The spa and deck area may not be rented at any time; however, access may be limited at certain times for various District functions, as approved by the Board and/or Facility Manager.

SWIMMING POOL THUNDERSTORM POLICY

The Facility Manager will control whether swimming is permitted in inclement weather, and the pool facility may be closed or opened at his or her discretion.

FITNESS CENTER POLICIES

All Patrons and guests using the Fitness Center are expected to conduct themselves in a responsible, courteous, and safe manner in compliance with all policies and rules of the Bannon Lakes Community Development District governing the Amenity Facility. Disregard or violation of the District's Policies and rules and misuse or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges.

Please note that the Fitness Center is an unattended facility and persons using this facility do so at their own risk. Amenity Facility Staff are not present to provide personal training or exercise consultation to Patrons or guests. Persons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.

1. *Eligible Users:* Patrons eighteen (18) years of age and older are permitted to use the fitness center during designated operating hours. All Guests between the ages of fifteen (15) and seventeen (17) may use the fitness center from sunrise to sunset if they have a waiver of liability, signed by their parent or legal guardian, registered at the Facility Manager's office. All Guests between the ages of twelve (12) and fourteen (14) must be accompanied by an adult. No one under the age of twelve (12) is allowed in the fitness center at any time.
2. *Food and Beverage:* Food, including chewing gum, is not permitted within the fitness center. Beverages, however, are permitted in the fitness center if contained in non- breakable containers with screw top or sealed lids. Alcoholic beverages are not permitted.
3. *Emergencies:* For all emergencies, call 911 Emergency Services immediately. All emergencies and injuries must also be reported to Amenity Facility Staff at (904) 907-1100 as well as the District Manager at (904) 627-9271.
4. *Proper Attire:* Appropriate clothing and footwear (covering the entire foot) must be worn at all times in the Fitness Center. Appropriate attire includes t-shirts (tank tops), shorts (no jeans), leotards, and/or sweat suits (no swimsuits).
5. *Hours:* The Fitness Center is available for use by Patrons and guests during the hours of 4:00 a.m. to 10:00 p.m.
6. *General Policies*
 - Each individual is responsible for wiping off fitness equipment after use using antiseptic wipes provided by the District.
 - Use of personal trainers is permitted in the District fitness centers. Personal trainers must be preapproved by the Facility Manager prior to personal training session.
 - Hand chalk is not permitted to be used in the fitness center.

- Radios, tape players, MP3 players, CD players or other electronic devices used to play music or other forms of entertainment are not permitted unless they are personal units equipped with headphones.
- No bags, gear, or jackets are permitted on the floor of the fitness center or on the fitness equipment.
- Fitness equipment may not be removed from the fitness center.
- Please limit use of cardiovascular equipment to thirty (30) minutes and step aside between multiple sets on weight equipment if other people are waiting.
- Please be respectful of others. Allow other Patrons to also use equipment, especially the cardiovascular equipment.
- Please replace weights to their proper location after use.
- Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights and must be kept in designated area.
- Any fitness program operated, established and run by the Facility Manager may have priority over other users of the District fitness centers.
- Strollers and infant carry seats are not allowed in the Fitness Center.
- Pets (with the exception of “Service Animals”) are prohibited from the Fitness Center.

GENERAL FACILITY RENTAL POLICY

Patrons may reserve for rental certain portions of the Amenity Facility for private events. Only one (1) meeting room is available for rental during regular hours of operation, between 10:00am-4:00pm or 4:00pm-10:00pm. Reservations may not be made more than four (4) months prior to the event. In addition, each household may rent a portion of the Amenity Facility no more than six (6) times per calendar year. Persons interested in doing so should contact the Amenity Manager regarding the anticipated date and time of the event to determine availability.

Please note that the Amenity Facility is unavailable for private events on the following holidays/weekends:

New Year’s Day	Thanksgiving
Easter Sunday	Christmas Eve
Memorial Day Weekend	Christmas Day
Fourth of July	New Year’s Eve
Labor Day Weekend	

1. *Rentals*: Certain portions of the Amenity Facility may be rented by the following individuals/groups.
 - Residents (includes both events held by the Resident and events sponsored by the Resident)
 - Renters
 - Non-Resident Members
 - Homeowners Associations
 - Community Clubs
2. *Available Facilities*: The following portions of the Amenity Facility are available for rental for functions for up to six (6) hour increments (including set-up and post-event cleanup). The rental

time period is inclusive of set-up and clean-up time. For Community Use, rental fees may be

waived; however, a refundable damage deposit of 200 dollars (\$200.00) shall be required. For private events, the following rental fees shall apply:

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<u>Facility</u>	<u>Capacity</u>	<u>Rental Rate</u>	<u>Deposit</u>
Club House	54	<u>\$50</u>	\$200

The Pool Areas of the Amenity Facility are not available for private rental and shall remain open to other Patrons and their guests during normal operating hours. The Patron renting any portion of the Amenity Facility shall be responsible for any and all damage and expenses arising from the event.

3. *Reservations:* Staff will take reservations in advance for the Amenity Facility. Reservations are on a “first come, first served” basis and can be made only in person by filling out a Facility Use Application. Reservations must be made at least (thirty) 30 days in advance to the Amenity Manager Staff. Patrons interested in reserving a room must submit to the Amenity Manager Staff a completed Facility Use Application. Reservations will be held for fifteen (15) minutes past the scheduled start time before re-assigning the reservation time slot. There are no personal “standing” reservations allowed for the facilities listed in the reservation policy. If the renter wishes to cancel a reservation, the cancellation must be communicated to the Facility Manager no later than thirty (30) days prior to the scheduled event to have the full rental fee and the full deposit returned. If the event is cancelled less than thirty (30) days prior to the event, only the full security deposit, but none of the rental fee, will be returned.
4. *Deposit and Payment:* At the time of submission, the Patron shall provide the rental fee referenced above and a deposit. Rental fees may be paid by check or money order, payable to **Bannon Lakes Community Development District**. The Amenity Manager Staff will review the Facility Use Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District’s Board of Supervisors for consideration. At the time the reservation is made, two checks or money orders (no cash), one for the deposit and one for the room rental, both made out to District must be delivered to the Facility Manager along with completed paperwork and insurances, if necessary. Each Patron renting the Amenities must sign and execute a Rental Agreement acceptable to the District. Regardless of whether the Rental Agreement is executed, the Patron is bound by the Rental Agreement, which is incorporated herein by this reference.
5. *Deposit:* Payment of the deposit and rental fee will secure the rental time, location, and date. To receive the full refund of the deposit within ten (10) days after the party, the renter must:
 - Ensure that all garbage is removed and placed in the dumpster.
 - Remove all displays, favors or remnants of the event.
 - Restore the furniture and other items to their original position.
 - Wipe off counters, table tops and sink area.
 - Replace garbage liner.

- Clean out and wipe down the refrigerator, and all cabinets and appliances used.
- Clean any windows and doors in the rented area.
- Ensure that no damage has occurred to the Amenity Facility.
- Patron and Patron's guests are required to adhere to all Amenity Facility rules and policies. Failure to comply with such rules and policies may result in the forfeiture of Patron's deposit.
- Pets (with the exception of "Service Animals") are prohibited from any and all rented facilities.

The District may retain all or part of any deposit if the District determines, in its sole discretion,

that it is necessary to repair any damages (including any clean-up costs) arising from the rental.

6. *Staffing*: During the Amenity Facility's operating hours in which Amenity Facility Staff is present, private events with twenty-five (25) persons or less are not required to pay for additional staff unless otherwise required by the District. For events in excess of twenty-five (25) people during operating hours, or for events after operating hours, additional staff may be required. The Facility Manager shall decide, on a case-by-case basis, if additional staff is required and if there will be any associated costs.
7. *Alcohol Policies*: Patrons intending to serve alcohol at a rented facility must so indicate on the Facility Use Application. Any Patron who does not so indicate at the time the application is submitted shall not be permitted to serve alcohol. Event Liability insurance coverage in the amount of One Million Dollars (\$1,000,000) will be required for all events that are approved to serve alcoholic beverages. The District, the Board, and District staff and consultants are to be named on these policies as additional insureds. Patrons serving alcohol agree to indemnify and hold harmless the District, Amenity Services Group and their Supervisors, officers, directors, consultants and staff from any and all liability, claims, actions, suits, or demands by any person, corporation or other entity, for injuries, death property damage of any nature, arising out of, or in connection with the service of alcohol. Patrons agree that such indemnification shall not constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, *Florida Statutes*. Patrons must hire a certified bartender to dispense alcohol.
8. *Additional Policies*: The following additional policies apply to any rental of an amenity facility or space:
 - a. The capacity limit of any portion of the Amenity Facility or space shall not be exceeded at any time for a party or event.
 - b. The volume of live or recorded music must not violate applicable St. Johns County noise ordinances, or unreasonably interfere with residents' enjoyment of their homes.
 - c. The Amenities may be rented for parties and events during normal operating hours. Additionally, the clubhouse may be rented after hours and until 10:00pm. All parties and events, including clean-up, at the clubhouse must conclude by midnight.
 - d. No decorations may be affixed to the walls, doors or any fixtures.
 - e. Event Liability coverage may be required, even in the absence of alcohol service, on a case by case basis in the sole discretion of the Board of Supervisors.
 - f. Patron and Patron's Guests are required to adhere to all Amenity Facility rules, policies, and directions from Amenity Facility staff.
 - g. No glass, breakable items or alcohol are permitted in the Pool Area.
 - h. The use of a bounce house during an approved rental period must be specifically approved at the time of reservation and the bounce house may be placed only on the green space by the playground.

TENNIS AND PICKLEBALL FACILITY POLICIES

Please note the Tennis and Pickleball Facility is an unsupervised facility and persons using the facility do so at their own risk. Persons interested in using the Tennis and Pickleball

Facility are encouraged to consult with a physician prior to using the facility

As a courtesy to other Patrons, we ask that all players please recognize and abide by these rules and guidelines. Remember, not only are tennis and pickleball lifetime sports, they are also games of sportsmanship, proper etiquette, and fair play.

1. *Eligible Users.* Patrons and guests twelve (12) years of age and older are permitted to use the Tennis and Pickleball Facility during designated operating hours. Children who are under twelve (12) years of age may use the Tennis and Pickleball Facility only when accompanied by an adult aged eighteen (18) or older. The limit is three (3) Guests to a single court.
2. *Hours.* The Tennis and Pickleball Facility are available for use during daylight hours. The facilities may not be used after dark.
3. *Emergencies:* For all emergencies, call 911 Emergency Services immediately. All emergencies and injuries must also be reported to Amenity Facility Staff at (904) 907-1100 as well as the District Manager at (904) 627-9271.
4. *Proper Attire:* Proper tennis shoes and attire, as determined by the Facility Manager, are required at all times while on the courts. Shirts must be worn at all times.
5. *Availability:* The tennis and pickleball courts are available on a “first come, first served” basis. Each Patron and the Patron’s guests are limited to the use of one (1) tennis or pickleball court for one hour when others are waiting. If you find it necessary to “bump” other players when it is your turn to play:
 - Never attempt to enter someone else’s court before your turn.
 - Never enter the court or distract players while others are in the middle of a point or game.
 - Wait outside the entrance gate and politely inform the players that it is your turn.
 - Allow players to finish out one more point, and then begin the player changeover for the court.
 - If you are bumped from a court and wish to continue play, please notify staff and they will do their best to get you on the next available court.
6. *General Policies:*
 - Proper tennis and pickleball etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
 - Persons using the Tennis and Pickleball Facility must supply their own equipment (rackets, balls, etc.).
 - The Tennis and Pickleball Facility is for the play of tennis and pickleball only. Pets (with the exception of “Service Animals”), roller blades, bikes, skates, skateboards, and scooters are prohibited from the tennis and pickleball facility.
 - Beverages are permitted at the Tennis and Pickleball Facility if contained in non- breakable containers with screw top or sealed lids. No alcoholic beverages, glass or other breakable items are permitted on the tennis or pickleball courts.
 - No chairs other than those provided by the District are permitted on the tennis or pickleball courts.
 - No jumping over nets.

- Players must clean up after play. This includes “dead” balls, Styrofoam cups, plastic bottles, etc. The goal is to show common courtesy by leaving the court ready for play for Patrons who follow you.
- Court hazards or damages, such as popped line nails, need to be reported to the Facility Manager for repair.
- The tennis and pickleball courts may be reserved by the District for District- sponsored events or functions.

TENNIS AND PICKLEBALL COURTS: THUNDERSTORM POLICY

The Facility Manager, when present, will control whether tennis or pickleball is permitted in inclement weather, and the tennis and pickleball courts may be closed or opened at their discretion. Otherwise, play is at your own risk.

BASKETBALL FACILITY POLICIES

All Patrons and guests using the Basketball Facilities are expected to conduct themselves in a responsible, courteous, and safe manner in compliance with all policies and rules of the Bannock Lakes Community Development District governing the Amenity Facility. Disregard or violation of the District’s policies and rules and misuse or destruction of equipment of the Basketball Facilities may result in the suspension or termination of privileges of the Basketball Facilities. Guests may use the Basketball Facilities if accompanied by an adult Patron.

Please note the Basketball Facilities are unsupervised facilities and persons using the facilities do so at their own risk. Persons interested in using the facilities are encouraged to consult with a physician prior to using the facilities.

1. *Eligible Users.* Patrons and guests twelve (12) years of age and older are permitted to use the Basketball Facilities during designated operating hours. Children who are under twelve (12) years of age may use the facilities only when accompanied by an adult aged eighteen (18) or older.
2. *Hours.* The Basketball Facilities are available for use during daylight hours. The facilities may not be used after dark.
3. *Emergencies:* For all emergencies, call 911 Emergency Services immediately. All emergencies and injuries must also be reported to Amenity Facility Staff (904) 907-1100 as well as the District Manager at (904) 627-9271.
4. *Proper Attire:* Proper athletic shoes and attire are required at all times while on the courts. Shirts must be worn. No black-soled or open-toe shoes are permitted.
5. *Availability:* The basketball court is available on a “first come, first served” basis.
6. *General Policies:*
 - The use of profanity or disruptive behavior is prohibited.
 - Persons using the Basketball Facilities must supply their own basketballs. Basketballs, if available, may be obtained from the office.

- The Basketball Facilities is for the play of basketball only. Pets (with the exception of “Service Animals”), roller blades, bikes, skates, skateboards, and scooters are prohibited from the tennis facility.
- Beverages are permitted at the Facilities if contained in non-breakable containers with screw top or sealed lids. No alcoholic beverages, glass or other breakable items are permitted on the basketball court.
- No chairs other than those provided by the District are permitted on the court.
- The court must be left clean after use.
- The basketball court may be reserved by the District for District-sponsored events or functions.

MULTI-PURPOSE FIELD POLICIES

Please note the Multi-Purpose Field is unattended facility and persons using the facility do so at their own risk.

1. *First Come Basis.* The field is available for use by Patrons only on a “first come, first served” basis.
2. *Vehicles.* No bicycles, scooters, skate boards, hover boards or other equipment or vehicles with wheels are permitted.
3. *Chalking.* Chalking or marking the field must be approved in advance, if at all, and proper marking materials must be used.
4. *Glass Containers.* No glass containers or breakable objects of any kind are permitted on the field.
5. *Pets.* Pets must be kept on leash, and Patrons must pick up and dispose of pet waste in appropriate receptacles.
6. *Equipment.* Patrons are responsible for bringing their own equipment.
7. *Golfing.* Golfing is not permitted on the field.
8. *Sports Instruction.* Except as expressly authorized by the District, sports instruction for fees, or solicitation of sports instruction for fees, is prohibited.

PLAYGROUND POLICIES

Please note the Playground is an unattended facility and persons using the facility do so at their own risk.

1. Adult supervision (eighteen years and older) is required for children under the age of twelve (12). All children must remain in the sight of parents/guardians. All children are expected to play cooperatively with other children.
2. The playground is available for use during daylight hours. The facilities may not be used after dark.
3. Proper footwear is required. Loose clothing, especially with strings, is prohibited.

4. Since mulch material is necessary for reducing fall impact and for good drainage, mulch must not be picked up, thrown, or kicked for any reason.
5. No food, drinks or gum are permitted at the playground.
6. No pets of any kind are permitted at the playground.
7. No glass containers are permitted at the playground.
8. No jumping off from any climbing bar or platform.
9. Profanity, rough-housing, and disruptive behavior are prohibited.
10. If anything is wrong with the equipment or someone gets hurt, notify the District immediately.
11. Use of the Playground may be limited from time to time due to a District-sponsored event.
12. For all emergencies, call 911 Emergency Services immediately. All emergencies and injuries must also be reported to Amenity Facility Staff (904) 907-1100 as well as the District Manager at (904) 627-9271.

FISHING POLICY

Patrons may fish from any District owned lake/retention pond within the Bannan Lakes Community Development District. Please check with the Facility Manager for rules and regulations pertaining to fishing and for proper access points to these bodies of water. The District has a “catch and release” policy for all fish caught in these waters. **No watercrafts of any kind are allowed in these bodies of water except for small remote controlled boats intended for recreational purposes. Swimming is also prohibited in any of the waters.**

DOG PARK POLICY

USE OF THE DOG PARK IS AT YOUR OWN RISK

Your voluntarily use of the Dog Park evidences your waiver of any claims against the Bannan Lakes Community Development District resulting from activities occurring at the Dog Park. The Bannan Lakes Community Development District is not responsible for any injury or harm caused by use of the Dog Park.

1. The Dog Park is restricted to use only by Patrons and their guests. ALL OTHER PERSONS ARE CONSIDERED TRESPASSERS AND MAY BE PROSECUTED AS SUCH UNDER FLORIDA LAW.
2. Dogs must be on leashes at all times, except within the Dog Park area.
3. Dogs must be accompanied by a handler who is eighteen (18) years old or older.
4. Dogs inside the Dog Park must be under voice control by their handler at all times. If voice control is not possible, do not enter the Dog Park.
5. Dog handler must have the leash with them at all times.
6. Dogs may not be left unattended and must be within unobstructed sight of the dog handler.
7. Dogs must be vaccinated and wear a visible rabies and license tag at all times.
8. Limit three dogs per Adult dog handler.

9. Puppies under four months of age should not enter the Dog Park.
10. Children under the age of twelve (12) are not permitted within the Dog Park area.
11. Dog handlers are responsible for the behavior of their animals.
12. Aggressive dogs are not allowed in the Dog Park. Any dog showing signs of aggression should be removed from the Dog Park immediately.
13. Female dogs in heat are not permitted in the Dog Park.
14. Human or dog food inside the Dog Park is prohibited.
15. Any dog toys inside the Dog Park are prohibited.
16. Dog handlers must clean up any dog droppings made by their pets.
17. Dog handlers must fill in any holes made by their pets.
18. Please do not brush or groom pets inside the Dog Park. The Dog Park is for play time.
19. Only licensed and insured dog trainers will be permitted to do training at the Dog Park. Owner must register trainer with the District prior to working with the dog.
20. The Dog Park is designated a “No Smoking” area.
21. The Dog Park area is equipped with closed-circuit surveillance cameras.

SUSPENSION AND TERMINATION OF PRIVILEGES

1. **Introduction.** This rule addresses the suspension and termination of privileges to use the Bannon Lakes Community Development District’s (“District”) recreational facilities (“Amenities”).
2. **Violations.** The privileges of a patron of the Amenities, including resident owners, designated tenants, non-residents who pay the applicable non-resident usage fee, and members of the households of any of the foregoing (collectively, “Patron”), to use the Amenities may be suspended or terminated if the Patron engages in any of the following behavior:
 - a. Submits false information on any application for use of the Amenities.
 - b. Permits the unauthorized use of an amenity pass.
 - c. Exhibits unsatisfactory behavior or appearance.
 - d. Fails to pay fees owed to the District in a proper and timely manner.
 - e. Fails to abide by any policies or rules established for the use of the Amenities.
 - f. Treats the District’s supervisors, staff, facility management, contractors, or other representatives, or other Patrons, in an unreasonable or abusive manner.
 - g. Damages or destroys District property.
 - h. Engages in conduct that is improper or likely to endanger the welfare, safety, harmony or reputation of the District, or its supervisors, staff, facility management, contractors, or other representatives, or other Patrons.
3. **Reporting of Violations.** For all offenses outlined in Section 2 above, the District Manager, or District’s facility manager, shall create a written report of the incident, which report shall be signed by the offending Patron and the District Manager or facility manager, as the case may be, and kept on file by the District. If the offending Patron refuses to sign the incident report, it shall be kept on file by the District with a notation to that effect by the District Manager or facility manager, as the case may be.

4. Suspension by the District Manager or District's Facility Manager / Appeal of Suspension.

The District Manager, or the District's facility manager, may at any time suspend a Patron's privileges to use the Amenities for committing any of the violations outlined in Section 2. Such suspension shall be for a maximum period of 30 consecutive days. In determining the length of any suspension, the District Manager, or facility manager, shall take into account the nature of the conduct and any prior violations. A Patron subject to a suspension under this Section 4 may appeal the suspension to the District's Board of Supervisors ("Board") by filing a written request for an appeal, which written request shall be immediately sent to the District's Chairperson. The filing of a request for an appeal shall not result in the stay of the suspension. The District shall consider the appeal at its next Board meeting and shall provide reasonable notice to the Patron of the Board meeting where the appeal will be considered. At that meeting, the Board shall allow the Patron to appear and present statements and/or evidence on the Patron's behalf, subject to any reasonable restrictions that the Board may impose. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning or otherwise modifying the suspension, to address the appeal and any violations outlined in Section 2. In determining the appropriate action to be taken, the Board shall take into account the nature of the violation and any prior violations.

5. Suspension or Termination by the Board. The District Manager, or the District's facility manager, may recommend to the Board, or the Board on its own initiative may elect to consider, a suspension or termination of a Patron's privileges for committing any of the violations outlined in Section 2. At least 15 days prior to any Board meeting where a suspension or termination is to be considered under this Section, the District shall send written notice of the meeting by United States mail to the Patron's last known address.

Upon prior written request submitted by the Patron to the District at least 5 days prior to the meeting, the Board shall allow the Patron to appear at the meeting and present statements and/or evidence on the Patron's behalf, subject to any reasonable restrictions that the Board may impose. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances to address the violations outlined in Section 2, including suspension or permanent termination of a Patron's privileges to use the Facilities. In determining the appropriate action to be taken, the Board shall take into account the nature of the violation and any prior violations.

6. Trespass. If a Patron subject to a suspension or termination is found on the Amenity premises, such Patron will be subject to arrest for trespassing.

SEVENTH ORDER OF BUSINESS

**Bannon Lakes
Community Development District**

ANNUAL FINANCIAL REPORT

September 30, 2025

Bannon Lakes Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2025

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

REPORT OF INDEPENDENT AUDITORS

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

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Bannon Lakes Community Development District (the "District"), as of and for the year ended September 30, 2025, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2025, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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



To the Board of Supervisors
Bannon Lakes Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts, and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements.



To the Board of Supervisors
Bannon Lakes Community Development District

Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with Florida Statutes 218.39(3)(c) but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 25, 2026 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts and grant agreements and other matters.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 25, 2026

Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025

Management's discussion and analysis of Bannon Lakes Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by the private-sector. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted and 3) unrestricted. Assets, liabilities, and net position are reported for all governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities funded by the District include general government, physical environment, culture/recreation, and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual**, is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including capital assets, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds, are included. The **statement of activities** includes depreciation on all long-lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as special assessment bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *governmentwide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets, and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights:

The following are the highlights of financial activity for the year ended September 30, 2025.

- The District's total assets were exceeded by total liabilities by \$(4,402,737) (net position). Net investment in capital assets was \$(2,169,548) and restricted net position was \$677,888. Unrestricted net position was \$(2,911,077).
- Governmental activities revenues totaled \$2,802,561 while governmental activities expenses totaled \$2,331,193.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District.

Net Position

	Governmental Activities	
	<u>2025</u>	<u>2024</u>
Current assets	\$ 430,950	\$ 415,538
Restricted assets	2,888,792	2,943,844
Capital assets	18,557,637	18,852,301
Total Assets	<u>21,877,379</u>	<u>22,211,683</u>
Current liabilities	1,051,067	1,263,198
Non-current liabilities	25,229,049	25,822,590
Total Liabilities	<u>26,280,116</u>	<u>27,085,788</u>
Net position - net investment in capital assets	(2,169,548)	(1,856,985)
Net position-restricted	677,888	549,796
Net position-unrestricted	<u>(2,911,077)</u>	<u>(3,566,916)</u>
Total Net Position	<u>\$ (4,402,737)</u>	<u>\$ (4,874,105)</u>

The decrease in restricted assets is primarily due to expenditures in excess of revenues in the Debt Service Fund in the current year.

The decrease in capital assets is related to depreciation exceeding capital asset additions in the current year.

The decrease in current liabilities is mainly related to the decrease in contracts payable in the current year.

The decrease in non-current liabilities is related to the principal payments in the current year.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District.

Change in Net Position

	Governmental Activities	
	2025	2024
Program Revenues		
Charges for services	\$ 2,661,521	\$ 2,532,125
General Revenues		
Investment earnings	139,140	149,686
Miscellaneous revenues	1,900	368
Total Revenues	<u>2,802,561</u>	<u>2,682,179</u>
Expenses		
General government	161,919	159,215
Physical environment	628,989	563,780
Culture and recreation	443,261	340,877
Interest and other charges	1,097,024	1,117,409
Total Expenses	<u>2,331,193</u>	<u>2,181,281</u>
Change in Net Position	471,368	500,898
Net Position - Beginning of Year	<u>(4,874,105)</u>	<u>(5,375,003)</u>
Net Position - End of Year	<u>\$ (4,402,737)</u>	<u>\$ (4,874,105)</u>

The increase in charges for services is primarily related to the increase in special assessments in the current year.

The increase in physical environment is related to the increase in landscape and mitigation expenses in the current year.

The increase in culture/recreation is primarily related to the amenity and fitness center roof replacement in the current year.

The decrease in interest and other charges is related to the decrease in bonds outstanding in the current year.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2025 and 2024.

<u>Description</u>	<u>Governmental Activities</u>	
	<u>2025</u>	<u>2024</u>
Construction in progress	\$ 12,073,873	\$ 12,073,873
Buildings and improvements	3,713,738	3,713,738
Infrastructure	4,721,061	4,721,061
Equipment	218,513	200,614
Accumulated depreciation	(2,169,548)	(1,856,985)
Total Capital Assets (Net)	<u>\$ 18,557,637</u>	<u>\$ 18,852,301</u>

During the year, depreciation was \$312,563 and additions to equipment totaled \$17,899.

General Fund Budgetary Highlights

Final budgeted expenditures exceeded actual expenditures primarily because capital outlay was less than anticipated.

The September 30, 2025 budget was amended primarily to increase capital outlay that was more than anticipated.

Debt Management

Governmental Activities debt includes the following:

- ◆ In January 2016, the District issued \$11,850,000 Special Assessment Bonds, Series 2016. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2016 Project. The balance outstanding at September 30, 2025 was \$10,185,000.
- ◆ In January 2021, the District issued \$7,415,000 Special Assessment Bonds, Series 2021. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2021 Project. The balance outstanding at September 30, 2025 was \$6,785,000.
- ◆ In March 2022, the District issued \$9,135,000 Special Assessment Bonds, Series 2022. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2022 Project. The balance outstanding at September 30, 2025 was \$8,725,000.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2025**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Bannon Lakes Community Development District does not expect any economic factors to have a significant effect on the financial position or the results of operations of the District in fiscal year 2026.

Request for Information

The financial report is designed to provide a general overview of District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Bannon Lakes Community Development District, C/O Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Bannon Lakes Community Development District
STATEMENT OF NET POSITION
September 30, 2025

	Governmental Activities
ASSETS	
Current Assets	
Cash and cash equivalents	\$ 137,705
Investments	228,794
Due from other governments	23,370
Prepaid expenses	41,031
Deposits	50
Total Current Assets	<u>430,950</u>
Non-current Assets	
Restricted assets	
Investments	2,888,792
Capital assets, not being depreciated	
Construction in progress	12,073,873
Capital assets, being depreciated	
Infrastructure	4,721,061
Buildings and improvements	3,713,738
Equipment	218,513
Less: accumulated depreciation	<u>(2,169,548)</u>
Total Non-current Assets	<u>21,446,429</u>
Total Assets	<u>21,877,379</u>
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	20,195
Accrued interest	455,872
Bonds payable	575,000
Total Current Liabilities	<u>1,051,067</u>
Non-current Liabilities	
Bonds payable, net	<u>25,229,049</u>
Total Liabilities	<u>26,280,116</u>
NET POSITION	
Net investment in capital assets	(2,169,548)
Restricted for debt service	677,888
Unrestricted	<u>(2,911,077)</u>
Total Net Position	<u>\$ (4,402,737)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2025

Functions/Programs	Expenses	Program Revenues Charges for Services	Net (Expense) Revenues and Changes in Net Position Governmental Activities
Governmental Activities			
General government	\$ (161,919)	\$ 165,432	\$ 3,513
Physical environment	(628,989)	356,125	(272,864)
Culture and recreation	(443,261)	420,042	(23,219)
Interest and other charges	(1,097,024)	1,719,922	622,898
Total Governmental Activities	<u>\$ (2,331,193)</u>	<u>\$ 2,661,521</u>	<u>330,328</u>
General Revenues			
Investment earnings			139,140
Miscellaneous revenues			1,900
Total General Revenues			<u>141,040</u>
Changes in Net Position			471,368
Net Position - October 1, 2024			<u>(4,874,105)</u>
Net Position - September 30, 2025			<u>\$ (4,402,737)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
BALANCE SHEET -
GOVERNMENTAL FUNDS
September 30, 2025

	General	Debt Service	Capital Projects	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 137,705	\$ -	\$ -	\$ 137,705
Investments	228,794	-	-	228,794
Due from other governments	8,377	14,993	-	23,370
Prepaid expenses	41,031	-	-	41,031
Deposits	50	-	-	50
Restricted assets				
Investments	-	1,955,492	933,300	2,888,792
Total Assets	<u>\$ 415,957</u>	<u>\$ 1,970,485</u>	<u>\$ 933,300</u>	<u>\$ 3,319,742</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued expenses	<u>\$ 20,195</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,195</u>
Fund Balances:				
Nonspendable - prepaid expenses/deposits	41,081	-	-	41,081
Restricted - capital projects	-	-	933,300	933,300
Restricted - debt service	-	1,970,485	-	1,970,485
Assigned capital projects	26,630	-	-	26,630
Unassigned	<u>328,051</u>	<u>-</u>	<u>-</u>	<u>328,051</u>
Total Fund Balances	<u>395,762</u>	<u>1,970,485</u>	<u>933,300</u>	<u>3,299,547</u>
Total Liabilities and Fund Balances	<u>\$ 415,957</u>	<u>\$ 1,970,485</u>	<u>\$ 933,300</u>	<u>\$ 3,319,742</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2025

Total Governmental Fund Balances	\$ 3,299,547
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, construction in progress, \$12,073,873, buildings and improvements, \$3,713,738, infrastructure, \$4,721,061, and equipment, \$218,513, net of accumulated depreciation, \$(2,169,548), used in governmental activities are not current financial resources and; therefore, are not reported at the fund level.	18,557,637
Long-term liabilities, including bonds payable, \$(25,695,000), and bond premium, net, \$(184,458), net of bond discount, net, \$75,409, are not due and payable in the current period and; therefore, are not reported at the fund level.	(25,804,049)
Accrued interest expense for long-term debt is not a current financial use and; therefore, is not reported at the fund level.	<u>(455,872)</u>
Net Position of Governmental Activities	<u><u>\$ (4,402,737)</u></u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Year Ended September 30, 2025

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Special assessments	\$ 941,599	\$ 1,719,922	\$ -	\$ 2,661,521
Investment earnings	22,269	78,410	38,461	139,140
Miscellaneous revenues	1,900	-	-	1,900
Total Revenues	<u>965,768</u>	<u>1,798,332</u>	<u>38,461</u>	<u>2,802,561</u>
Expenditures				
Current				
General government	161,919	-	-	161,919
Physical environment	348,563	-	-	348,563
Culture and recreation	411,124	-	-	411,124
Capital outlay	17,899	-	-	17,899
Debt service				
Principal	-	570,000	-	570,000
Interest	-	1,108,725	-	1,108,725
Total Expenditures	<u>939,505</u>	<u>1,678,725</u>	<u>-</u>	<u>2,618,230</u>
Net change in fund balances	26,263	119,607	38,461	184,331
Fund Balances - October 1, 2024	<u>369,499</u>	<u>1,850,878</u>	<u>894,839</u>	<u>3,115,216</u>
Fund Balances - September 30, 2025	<u>\$ 395,762</u>	<u>\$ 1,970,485</u>	<u>\$ 933,300</u>	<u>\$ 3,299,547</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2025

Net Change in Fund Balances - Total Governmental Funds	\$ 184,331
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(312,563), exceeded capital outlay, \$17,899, in the current period.	(294,664)
Repayments of bond principal are expenditures at the governmental fund level, but the repayments reduce long-term liabilities in the Statement of Net Position.	570,000
Amortization of bond premium/discount reported at the government-wide level does not require the use of current financial resources and therefore, is not reported as an expenditure at the fund level. This is the current net change.	3,541
The change in accrued interest on long-term liabilities is recorded in the Statement of Activities but not in the fund level financial statements.	<u>8,160</u>
Change in Net Position of Governmental Activities	<u><u>\$ 471,368</u></u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND
For the Year Ended September 30, 2025

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 928,675	\$ 928,675	\$ 941,599	\$ 12,924
Investment earnings	8,500	8,803	22,269	13,466
Miscellaneous revenues	300	300	1,900	1,600
Total Revenues	<u>937,475</u>	<u>937,778</u>	<u>965,768</u>	<u>27,990</u>
Expenditures				
Current				
General government	149,691	149,691	161,919	(12,228)
Physical environment	410,912	375,005	348,563	26,442
Culture and recreation	369,792	369,792	411,124	(41,332)
Capital outlay	-	86,066	17,899	68,167
Total Expenditures	<u>930,395</u>	<u>980,554</u>	<u>939,505</u>	<u>41,049</u>
Net change in fund balances	7,080	(42,776)	26,263	69,039
Fund Balances - October 1, 2024	<u>72,480</u>	<u>69,406</u>	<u>369,499</u>	<u>300,093</u>
Fund Balances - September 30, 2025	<u>\$ 79,560</u>	<u>\$ 26,630</u>	<u>\$ 395,762</u>	<u>\$ 369,132</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on September 21, 2015, by Ordinance 2015-60 of the St. Johns County, Florida Board of County Commissioners, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, streetlights and other basic infrastructure projects within or without the boundaries of the Bannon Lakes Community Development District. The District is governed by a five-member Board of Supervisors who are elected for four year terms. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present Bannon Lakes Community Development District (the primary government) as a local unit of special-purpose government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria, as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are primarily supported by special assessments and interest. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance in accordance with Governmental Accounting Standards Board Statement 54 – *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed Fund Balance – This classification consists of amounts that can only be used for specific purposes pursuant to the constraints imposed by a formal action of the government's highest level of decision making authority.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – When restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter, to pay liabilities in the current year periods. For this purpose, the District considered revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. In addition, the proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

Debt Service Fund – The Debt Service Fund accounts for debt service requirements to retire the special assessment bonds. The bond series are secured by a pledge of all available special assessment revenues in any fiscal year related to the improvements and a first lien on the special assessment revenues from the District lien on all acreage of benefited land.

Capital Projects Fund – The Capital Projects Fund accounts for construction of infrastructure improvements within the District.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as capital assets, and non-current governmental liabilities, such as special assessment bonds, be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

b. Restricted Net Position

Certain assets of the District are classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation, or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted assets, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include construction in progress, buildings and improvements, infrastructure, and equipment, are reported in the governmental activities column in the government-wide statements.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	30 years
Buildings and improvements	10-30 years
Equipment	7 years

d. Budgets

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

e. Unamortized Bond Premium/Discount

Bond premiums/discounts are presented on the government-wide financial statements. The premium/discount is amortized over the life of the bonds using the straight-line method. For financial reporting, the unamortized bond premium/discount is netted with the applicable long-term debt.

f. Use of Estimates

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

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds, \$3,299,547, differs from “net position” of governmental activities, \$(4,402,737), reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the cost of those assets is reported as expenditures at the fund level. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$ 12,073,873
Buildings and improvements	3,713,738
Infrastructure	4,721,061
Equipment	218,513
Accumulated depreciation	(2,169,548)
Total	<u>\$ 18,557,637</u>

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)

Long-term debt transactions

Long-term liabilities applicable to the District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position.

Bonds payable	\$ (25,695,000)
Bond discount, net	75,409
Bond premium, net	<u>(184,458)</u>
Total	<u><u>\$ (25,804,049)</u></u>

Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported at the governmental fund level due to the accrued interest on bonds.

Accrued interest	<u><u>\$ (455,872)</u></u>
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2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The "net change in fund balances" for government funds, \$184,331, differs from the "change in net position" for governmental activities, \$471,368, reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus at the governmental fund level. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures at the governmental fund level. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation.

Depreciation	\$ (312,563)
Capital outlay	<u>17,899</u>
Total	<u><u>\$ (294,664)</u></u>

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)

Long-term debt transactions

The repayments of bond principal are reported as an expenditure at the fund level and, thus, has the effect of decreasing fund balance because current financial resources have been provided or used.

Bond principal payments	\$ <u>570,000</u>
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Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures at the fund level.

Change in accrued interest payable	\$ <u>8,160</u>
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Amortization of bond premium/discount, net	\$ <u>3,541</u>
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NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet and statement of net position as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned. The investment policy of the District follows the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2025, the District's bank balance was \$141,651 and the carrying value was \$137,705. Exposure to custodial credit risk was as follows. The District controls its exposure to custodial credit risk because it maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by the Federal Deposit Insurance Corporation or collateralized under Chapter 280, Florida Statutes.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE C – CASH AND INVESTMENTS

Investments

As of September 30, 2025, the District had the following investments and maturities.

<u>Investment</u>	<u>Maturity</u>	<u>Fair Value</u>
Dreyfus Treasury Obligation		
Cash Management	54 days*	\$ 2,888,792
Florida PRIME	47 days*	228,794
Total		<u>\$ 3,117,586</u>

* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments in Dreyfus Treasury Obligation Cash Management are Level 1 assets.

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2025, there were no redemption fees, maximum transaction amounts, or any other requirement that would limit daily access to 100 percent of the account value.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Interest Rate Risk

The District monitors investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. The District's investment in Dreyfus Treasury Obligation Cash Management and Florida PRIME were rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The investment in Florida PRIME was 7% of the District's total investments as of September 30, 2025. The investment in Dreyfus Treasury Obligation Cash Management was 93% of the District's investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2025 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

NOTE D – SPECIAL ASSESSMENT REVENUES

Special assessment revenues recognized for the 2024-2025 fiscal year were levied in August 2024. All assessments are payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Per Section 197.162, Florida Statutes, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Assessments paid in March are without discount.

All unpaid assessments become delinquent as of April 1. Virtually all unpaid assessments that were on the assessment roll certified and delivered to the Tax Collector are collected via the sale of tax certificates on or prior to June 1. For certain parcels, the District bills and collects the annual assessments.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE E – CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2025 was as follows:

	Balance October 1, 2024	Additions	Deletions	Balance September 30, 2025
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ 12,073,873	\$ -	\$ -	\$ 12,073,873
Capital assets, being depreciated:				
Infrastructure	4,721,061	-	-	4,721,061
Buildings and improvements	3,713,738	-	-	3,713,738
Equipment	200,614	17,899	-	218,513
Total Capital Assets, Being Depreciated	<u>8,635,413</u>	<u>17,899</u>	<u>-</u>	<u>8,653,312</u>
Less accumulated depreciation for:				
Infrastructure	(944,214)	(157,369)	-	(1,101,583)
Buildings and improvements	(748,322)	(125,256)	-	(873,578)
Equipment	(164,449)	(29,938)	-	(194,387)
Total Accumulated Depreciation	<u>(1,856,985)</u>	<u>(312,563)</u>	<u>-</u>	<u>(2,169,548)</u>
Governmental Activities Capital Assets	<u>\$ 18,852,301</u>	<u>\$ (294,664)</u>	<u>\$ -</u>	<u>\$ 18,557,637</u>

Depreciation of \$280,426 was charged to physical environment and \$32,137 to culture/recreation during the year.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE F – LONG-TERM DEBT

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2025:

Long-term debt is comprised of the following:

Long-term debt at October 1, 2024	\$ 26,265,000
Principal payments	<u>(570,000)</u>
Long-term debt at September 30, 2025	25,695,000
Less: bond discount, net	(75,409)
Plus: bond premium, net	<u>184,458</u>
Long-term Debt, Net at September 30, 2025	<u><u>\$ 25,804,049</u></u>

Long-term debt for Governmental Activities is comprised of the following:

\$11,850,000 Special Assessment Bonds, Series 2016 due in annual principal installments beginning November 2019. Interest rates ranging from 4.50% to 5.00% is due May 1 and November 1 beginning May 2016. Current portion is \$230,000.

\$ 10,185,000

\$7,415,000 Special Assessment Bonds, Series 2021 are due in annual principal installments beginning May 2022 maturing May 2051. Interest at various rates between 2.50% and 4.00% is due May 1 and November 1 beginning May 2021. Current portion is \$165,000.

6,785,000

\$9,135,000 Special Assessment Bonds, Series 2022 are due in annual principal installments beginning May 2024 maturing May 2053. Interest at various rates between 2.875% and 4.00% is due May 1 and November 1 beginning May 2022. Current portion is \$180,000.

8,725,000

Bonds Payable at September 30, 2025

\$ 25,695,000

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE F – LONG-TERM DEBT (CONTINUED)

The annual requirements to amortize the principal and interest of long-term debt outstanding as of September 30, 2025 are as follows:

Year Ending September 30,	Principal	Interest	Total
2026	\$ 575,000	\$ 1,088,919	\$ 1,663,919
2027	595,000	1,068,444	1,663,444
2028	615,000	1,045,775	1,660,775
2029	645,000	1,021,380	1,666,380
2030	670,000	995,755	1,665,755
2031-2035	3,775,000	4,546,400	8,321,400
2036-2040	4,675,000	3,655,075	8,330,075
2041-2045	5,800,000	2,531,000	8,331,000
2046-2050	6,485,000	1,118,250	7,603,250
2051-2053	1,860,000	134,200	1,994,200
Totals	<u>\$ 25,695,000</u>	<u>\$ 17,205,198</u>	<u>\$ 42,900,198</u>

Summary of Significant Bonds Resolution Terms and Covenants

The Series 2016 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after November 1, 2028 at a redemption price equal to the principal amount of the Series 2016 Bonds, together with accrued interest to the date of redemption.

The Series 2021 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2031 at a redemption price equal to the principal amount of the Series 2021 Bonds, together with accrued interest to the date of redemption.

The Series 2022 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2032 at a redemption price equal to the principal amount of the Series 2022 Bonds, together with accrued interest to the date of redemption.

The Series 2016, 2021, and 2022 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indentures.

The Trust Indentures require certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2025

NOTE F – LONG-TERM DEBT (CONTINUED)

Depository Funds

The bond resolutions establish certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

1. Reserve Fund – The Series 2016, 2021, and 2022 Reserve Accounts were funded from the proceeds of the Series 2016, 2021, and 2022 Bonds, respectively, in amounts equal to 50% of the maximum annual debt service requirement for the Series 2016, 2021, and 2022 Bonds. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

	Special Assessment Revenue Bonds	
	Reserve Balance	Reserve Requirement
Series 2016	\$ 370,375	\$ 370,375
Series 2021	\$ 206,950	\$ 206,950
Series 2022	\$ 259,400	\$ 259,400

NOTE G – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. There have been no claims or settled claims from these risks that have exceeded commercial coverage over the past three years.

NOTE H – SUBSEQUENT EVENTS

In November 2025, the District made a total of \$35,000 prepayments on the Series 2016, 2021, and 2022 Special Assessment Revenue Bonds.

In May 2026, the District made a total of \$20,000 prepayments on the Series 2016, 2021, and 2022 Special Assessment Revenue Bonds.



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements, as listed in the table of contents, of Bannon Lakes Community Development District, as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated June 25, 2026.

Report on Internal Control Over Financial Reporting

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

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

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



To the Board of Supervisors
Bannon Lakes Community Development District

Report on Compliance and Other Matters

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

Purpose of this Report

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

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 25, 2026



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

MANAGEMENT LETTER

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

Report on the Financial Statements

We have audited the financial statements of Bannon Lakes Community Development District as of and for the year ended September 30, 2025, and have issued our report thereon dated June 25, 2026.

Auditor's Responsibility

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

Other Reports and Schedule

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 25, 2026, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.



To the Board of Supervisors
Bannon Lakes Community Development District

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Bannon Lakes Community Development District met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that Bannon Lakes Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Bannon Lakes Community Development District. It is management's responsibility to monitor Bannon Lakes Community Development District's financial condition; and our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information below was provided by management and has not been audited by us; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, Bannon Lakes Community Development District reported:

- 1) The total number of District employees compensated in the last pay period of the District's fiscal year as: 5
- 2) The total number of independent contractors, to whom nonemployee compensation was paid in the last month of the District's fiscal year as: 17
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as: \$10,158.50
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$810,755.83
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2024, together with the total expenditures for such project as: N/A
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: See Original Budget vs. Actual below:

To the Board of Supervisors
Bannon Lakes Community Development District

	Original Budget	Actual	Variance with Original Budget Positive (Negative)
Revenues			
Special assessments	\$ 928,675	\$ 941,599	\$ 12,924
Miscellaneous revenues	300	1,900	1,600
Interest earnings	8,500	22,269	13,769
Total Revenues	<u>937,475</u>	<u>965,768</u>	<u>28,293</u>
Expenditures			
Current			
General government	149,691	161,919	(12,228)
Physical environment	410,912	348,563	62,349
Culture/recreation	369,792	411,124	(41,332)
Capital outlay	-	17,899	(17,899)
Total Expenditures	<u>930,395</u>	<u>939,505</u>	<u>(9,110)</u>
Net changes in fund balance	7,080	26,263	19,183
Fund Balances - October 1, 2024	<u>72,480</u>	<u>369,499</u>	<u>297,019</u>
Fund Balances - September 30, 2025	<u>\$ 79,560</u>	<u>\$ 395,762</u>	<u>\$ 316,202</u>

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)9, Rules of the Auditor General, Bannon Lakes Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District:
\$1,001.98 for the General Fund and \$937.08 - \$1,875.31 for the Debt Service Fund
- 2) The amount of special assessments collected by or on behalf of the District: \$2,486,311.45
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds are as follows: \$10,185,000 Series 2016, due November 1, 2048; \$6,785,000 Series 2021, due May 1, 2051; and \$8,725,000 Series 2022, due May 1, 2053. See Note F for additional details.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or fraud, waste, or abuse, that has occurred or is likely to have occurred, that has an effect on the financial statements that is less than material, but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

To the Board of Supervisors
Bannon Lakes Community Development District

Purpose of this Letter

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

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 25, 2026



**Berger, Toombs, Elam,
Gaines & Frank**

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

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

We have examined Bannon Lakes Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2025. Management is responsible for Bannon Lakes Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Bannon Lakes Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Bannon Lakes Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Bannon Lakes Community Development District's compliance with the specified requirements.

In our opinion, Bannon Lakes Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2025.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 25, 2026

NINTH ORDER OF BUSINESS

A.

Bannon Lakes

Community Development District

Approved Budget

FY 2027



July 21, 2026

Presented by:



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Bannon Lakes
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
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REVENUES:

Special Assessments - On Roll	\$1,087,348	\$1,087,860	\$0	\$1,087,860	\$1,087,348
Commercial - On Roll	2,436	2,436	-	2,436	2,290
Interest income	15,000	7,974	3,878	11,852	10,000
Facility Revenue	2,500	3,300	1,500	4,800	4,000
Miscellaneous Revenue	-	155	-	155	-
TOTAL REVENUES	\$1,107,284	\$1,101,725	\$5,378	\$1,107,103	\$1,103,638

EXPENDITURES:

Administrative

Supervisor Fees	\$12,000	\$7,400	\$4,000	\$11,400	\$12,000
FICA Taxes	918	566	306	872	918
Engineering	10,000	3,421	6,579	10,000	10,000
Attorney	18,000	7,709	10,291	18,000	18,000
Annual Audit	4,015	-	4,015	4,015	4,015
Assessment Administration	8,348	8,348	-	8,348	8,848
Arbitrage Rebate	1,800	3,000	-	3,000	1,650
Dissemination Agent	10,029	6,686	3,343	10,029	10,630
Trustee Fees	18,700	15,382	-	15,382	18,700
Management Fees	57,974	38,649	19,324	57,974	61,452
Information Technology	2,123	1,415	708	2,123	2,250
Website Maintenance	1,415	943	472	1,415	1,500
Telephone	200	299	140	439	500
Postage & Delivery	750	1,202	400	1,602	2,000
Meeting Room	1,000	-	-	-	1,000
Insurance General Liability	8,971	7,885	-	7,885	9,262
Printing & Binding	1,000	414	586	1,000	1,000
Legal Advertising	1,000	483	517	1,000	1,000
Other Current Charges	500	483	17	500	500
Office Supplies	250	5	16	21	250
Dues, Licenses & Subscriptions	175	175	-	175	175

TOTAL ADMINISTRATIVE	\$159,167	\$104,468	\$50,713	\$155,181	\$165,651
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Operations & Maintenance

Amenity Center

Insurance	\$30,581	\$27,946	\$0	\$27,946	\$26,040
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Utilities

Phone/Internet/Cable	4,300	2,543	1,272	3,815	4,300
Electric	25,000	14,603	8,471	23,074	25,000
Water/Irrigation	15,000	6,392	5,608	12,000	15,000
Refuse	4,266	3,021	1,692	4,713	4,920

Security

Security Monitoring	6,694	4,753	2,298	7,051	7,100
Off-Duty Security - Roll Kall	12,000	19,213	6,400	25,613	21,000
Access Cards	1,000	743	-	743	1,000

Management Contracts

Facility Management	81,467	54,311	27,156	81,467	83,911
Facility Attendant	8,820	759	8,061	8,820	9,261
Field Mgmt / Admin	30,000	20,000	10,000	30,000	31,500

Bannon Lakes
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
Pool Maintenance	14,865	9,910	4,955	14,865	15,608
Pool Chemicals	12,679	6,319	3,681	10,000	12,679
Janitorial	10,188	6,608	3,388	9,996	10,188
Janitorial Supplies	1,840	-	1,840	1,840	1,840
Facility Maintenance	40,000	26,240	13,760	40,000	40,000
Repairs & Maintenance	55,000	41,714	13,286	55,000	55,000
Special Events	15,000	5,805	9,195	15,000	15,000
Holiday Decorations	5,000	3,925	1,075	5,000	5,000
Fitness Center Repairs/Supplies	7,000	2,498	4,502	7,000	7,000
Office Supplies	1,500	1,076	424	1,500	1,500
ASCAP/BMI Licenses	500	-	-	-	500
Pest Control	3,800	2,080	1,650	3,730	3,800
Nuisance Animal Control	4,788	6,336	2,996	9,332	9,500
TOTAL AMENITY CENTER	\$391,288	\$266,794	\$131,711	\$398,505	\$406,647
<u>Grounds Maintenance</u>					
Hydrology Quality/Mitigation	\$28,000	\$11,050	\$16,950	\$28,000	\$28,000
Landscape Maintenance	188,916	125,944	\$62,972	188,916	188,916
Landscape Contingency	45,000	18,419	26,581	45,000	45,000
Tree Removal	15,000	650	1,000	1,650	15,000
Lake Maintenance	10,234	6,560	3,280	9,840	10,234
Grounds Maintenance	19,600	13,078	6,522	19,600	21,000
Pump Repairs	10,000	-	500	500	10,000
Streetlights	13,000	8,309	4,261	12,570	13,000
Streetlight Repairs	5,000	-	2,500	2,500	5,000
Irrigation Repairs	15,000	13,415	5,000	18,415	20,000
Miscellaneous	5,000	-	5,000	5,000	5,000
Reclaim Water	40,000	31,255	17,728	48,983	48,000
Storm Cleanup	4,000	-	4,000	4,000	4,000
Contingency	-	-	10,364	10,364	-
TOTAL GROUNDS MAINTENANCE	\$398,750	\$228,681	\$166,658	\$395,338	\$413,150
TOTAL EXPENDITURES	\$949,205	\$599,943	\$349,081	\$949,024	\$985,448
<u>Other Sources/(Uses)</u>					
Capital Reserve	(\$158,079)	(\$158,079)	\$0	(\$158,079)	(\$118,190)
TOTAL OTHER SOURCES/(USES)	\$(158,079)	\$(158,079)	\$-	\$(158,079)	\$(118,190)
EXCESS REVENUES (EXPENDITURES)	\$-	\$343,704	\$(343,704)	\$-	\$-

Bannon Lakes
Community Development District
Budget Narrative

REVENUES

Special Assessments

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year. There may also be direct bills paid by developers to cover the rest.

Interest

The District earns interest on the monthly average collected balance for each of their investment accounts.

Facility Revenue

Income received from residents for rental of clubroom, patio, access cards or special events deposits.

Miscellaneous

Miscellaneous income received on behalf of the District.

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 12 meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees.

Assessment Roll Administration

Governmental Management Services LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Arbitrage Rebate

The District is required to annually have an arbitrage rebate calculation on the District's Series 2016, Debt Series 2021 and Debt Series 2022 Special Assessment Revenue Bonds.

Dissemination Agent

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

Trustee Fees

The District issued Series 2016, Series 2021, and Series 2022 Special Assessment Revenue Bonds which are held with a Trustee at BNY Mellon. The amount of the trustee fees is based on the agreement between BNY Mellon and the District.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services, LLC.

Website Maintenance

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

Telephone

Phone, internet and fax service for Office.

Bannon Lakes
Community Development District
Budget Narrative

Expenditures - Administrative (continued)

Postage and Delivery

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Meeting Room

The estimated cost for the District to seek out venue to hold board meeting.

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for general liability insurance for the District.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

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

Other Current Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

Expenditures - Amenity Center

Insurance

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

Phone/Internet/Cable

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

Vendor	Address	Monthly	Annual
AT&T	435 Bannon Lakes Blvd Amenity	\$243	\$2,916
AT&T	Amenity Business office	\$75	\$899
	Contingency	\$40	\$485
Total		\$358	\$4,300

Electric

The cost of electric associated with the Recreation Facility.

Vendor	Address	Monthly	Annual
FPL	435 Bannon Lakes Blvd Amenity	\$1,515	\$18,180
FPL	35 Bannon Lakes Blvd Entr	\$36	\$432
FPL	435 Bannon Lakes Blvd Fitness	\$250	\$3,000
	Contingency	\$282	\$3,388
Total		\$2,083	\$25,000

Water/Irrigation

Water, sewer and irrigation systems cost for the district.

Vendor	Address	Monthly	Annual
SJCUD	435 Bannon Lakes Blvd	\$988	\$11,856
	Contingency	\$262	\$3,144
Total		\$1,250	\$15,000

Refuse Service

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

Security Monitoring

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

Off-Duty Security Monitoring

The District will use St Johns County Sheriff's Office off-duty deputies for security patrols of District property and uses RollKall for payment processing.

Access Cards

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

Bannon Lakes
Community Development District
Budget Narrative

Expenditures – Amenity Center (continued)

Facility Management

Cost to provide management services for the Amenity Center.

Vendor	Monthly	Annual
Riverside Mgmt Services	\$6,993	\$83,911

Facility Attendance

Cost to provide help for Facility Manager during summer weekend hours contracted with Riverside Management Services.

Field Management and Admin

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

Vendor	Monthly	Annual
Riverside Mgmt Services	\$2,625	\$31,500

Pool Maintenance

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

Vendor	Monthly	Annual
Riverside Mgmt Services	\$1,301	\$15,608

Pool Chemicals

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

Janitorial

The estimated amount based on proposed contract with High Tech Commercial Cleaning to provide janitorial services for the Amenity Center.

Vendor	Monthly	Annual
High Tech Commercial Cleaning	\$847	\$10,164
Contingency	\$2	\$24
Total	\$849	\$10,188

Janitorial Supplies

All supplies needed for janitorial services of the Amenity Center.

Facility Maintenance

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

Repair & Maintenance

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

Special Events

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

Holiday Decorations

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

Fitness Center Repairs/Supplies

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

Office Supplies and Equipment

Represents estimated cost for office supplies for the Amenity Center.

ASCAP/BMI Licenses

License fee required to broadcast music to the amenity center.

Pest Control

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

Nuisance Animal Control

The District is contracted with QuickCatch for hog trapping and removal services.

Bannon Lakes
Community Development District
Budget Narrative

Expenditures – Grounds Maintenance

Hydrology Quality/Mitigation

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

Landscape Maintenance

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

Vendor	Monthly	Annual
Landcare Group	\$15,743	\$188,916

Landscape Contingency

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

Tree Removal

This item represents the estimated costs of removing any trees throughout the fiscal year.

Lake Maintenance

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

Vendor	Monthly	Annual
Lake Doctors	\$853	\$10,234

Grounds Maintenance

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

Pump Repairs

Provision for pool pump repair or replacements as needed.

Streetlights

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

Vendor	Address	Monthly	Annual
FPL	100 International Golf Prkwy	\$912	\$10,944
	Contingency	\$171	\$2,056
Total		\$1,083	\$13,000

Streetlight Repairs

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

Irrigation Repairs

Miscellaneous irrigation repairs and maintenance cost for the District.

Miscellaneous

Any unanticipated and unscheduled maintenance cost to the District.

Reclaimed Water

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

Vendor	Address	Monthly	Annual
SJCUD	35 Bannon Lakes Blvd Entr	\$2,500	\$30,000
	435 Bannon Lakes Blvd Fitness	\$1,000	\$12,000
	Contingency	\$500	\$6,000
Total		\$4,000	\$48,000

Storm Cleanup

Estimated cost for any cleanup due to inclement weather.

Capital Reserve

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

Bannon Lakes

Community Development District

Approved Budget Debt Service Series 2016 Special Assessment Revenue Bonds

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
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REVENUES:

Special Assessments-On Roll	\$740,176	\$738,830	\$0	\$738,830	\$738,830
Interest Earnings	30,000	21,930	4,360	26,290	20,000
Carry Forward Surplus ⁽¹⁾	660,772	697,182	-	697,182	695,002
TOTAL REVENUES	\$1,430,948	\$1,457,942	\$4,360	\$1,462,302	\$1,453,832

EXPENDITURES:

Interest - 11/1	\$254,050	\$254,050	\$-	\$254,050	\$248,000
Principal - 11/1	230,000	230,000	-	230,000	240,000
Special Call - 11/1	-	25,000	-	25,000	180,000
Interest - 5/1	248,875	248,250	-	248,250	242,000
Special Call - 5/1	-	10,000	-	10,000	-
TOTAL EXPENDITURES	\$732,925	\$767,300	\$-	\$767,300	\$910,000

Other Sources/(Uses)

Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$732,925	\$767,300	\$-	\$767,300	\$910,000
EXCESS REVENUES (EXPENDITURES)	\$698,023	\$690,642	\$4,360	\$695,002	\$543,832

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Interest Due 11/1/27	\$242,000
Principal Due 11/1/27	250,000
	<u>\$492,000</u>

Bannon Lakes

Community Development District

Debt Service Series 2016 Special Assessment Revenue Bonds Term Bonds Due Combined

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/26	9,920,000		240,000	248,000	488,000
05/01/27	9,680,000		-	242,000	-
11/01/27	9,680,000		250,000	242,000	734,000
05/01/28	9,430,000		-	235,750	-
11/01/28	9,430,000		265,000	235,750	736,500
05/01/29	9,165,000		-	229,125	-
11/01/29	9,165,000		280,000	229,125	738,250
05/01/30	8,885,000		-	222,125	-
11/01/30	8,885,000		290,000	222,125	734,250
05/01/31	8,595,000		-	214,875	-
11/01/31	8,595,000		305,000	214,875	734,750
05/01/32	8,290,000		-	207,250	-
11/01/32	8,290,000		320,000	207,250	734,500
05/01/33	7,970,000		-	199,250	-
11/01/33	7,970,000		335,000	199,250	733,500
05/01/34	7,635,000		-	190,875	-
11/01/34	7,635,000		355,000	190,875	736,750
05/01/35	7,280,000		-	182,000	-
11/01/35	7,280,000		370,000	182,000	734,000
05/01/36	6,910,000		-	172,750	-
11/01/36	6,910,000		390,000	172,750	735,500
05/01/37	6,520,000		-	163,000	-
11/01/37	6,520,000		410,000	163,000	736,000
05/01/38	6,110,000		-	152,750	-
11/01/38	6,110,000		430,000	152,750	735,500
05/01/39	5,680,000		-	142,000	-
11/01/39	5,680,000		450,000	142,000	734,000
05/01/40	5,230,000		-	130,750	-
11/01/40	5,230,000		475,000	130,750	736,500
05/01/41	4,755,000		-	118,875	-
11/01/41	4,755,000		500,000	118,875	737,750
05/01/42	4,255,000		-	106,375	-
11/01/42	4,255,000		525,000	106,375	737,750
05/01/43	3,730,000		-	93,250	-
11/01/43	3,730,000		550,000	93,250	736,500
05/01/44	3,180,000		-	79,500	-
11/01/44	3,180,000		575,000	79,500	734,000
05/01/45	2,605,000		-	65,125	-
11/01/45	2,605,000		605,000	65,125	735,250
05/01/46	2,000,000		-	50,000	-
11/01/46	2,000,000		635,000	50,000	735,000
05/01/47	1,365,000		-	34,125	-
11/01/47	1,365,000		665,000	34,125	733,250
05/01/48	700,000		-	17,500	-
11/01/48	700,000		700,000	17,500	735,000
Total			\$9,920,000	\$6,746,500	\$16,666,500

Bannon Lakes
Community Development District
Approved Budget
Debt Service Series 2021 Special Assessment Revenue Bonds

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Special Assessments-On Roll	\$416,052	\$416,247	\$-	\$416,247	\$416,052
Interest Earnings	15,000	10,619	4,600	15,219	15,000
Carry Forward Surplus ⁽¹⁾	198,003	205,509	-	205,509	208,788
TOTAL REVENUES	\$629,056	\$632,376	\$4,600	\$636,976	\$639,840
EXPENDITURES:					
Interest - 11/1	\$124,138	\$124,138	\$-	\$124,138	\$121,788
Special Call 11/1	-	5,000	-	5,000	70,000
Principal - 5/1	165,000	165,000	-	165,000	170,000
Interest - 5/1	124,138	124,050	-	124,050	121,788
Special Call 5/1	-	10,000	-	10,000	-
TOTAL EXPENDITURES	\$413,275	\$428,188	\$-	\$428,188	\$483,575
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$413,275	\$428,188	\$-	\$428,188	\$483,575
EXCESS REVENUES (EXPENDITURES)	\$215,781	\$204,188	\$4,600	\$208,788	\$156,265

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Interest Due 11/1/27 \$119,238

Bannon Lakes

Community Development District

Debt Service Series 2021 Special Assessment Revenue Bonds Term Bonds Due Combined

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/26	6,605,000		-	121,788	121,788
05/01/27	6,605,000		170,000	121,788	
11/01/27	6,435,000		-	119,238	411,025
05/01/28	6,435,000		175,000	119,238	
11/01/28	6,260,000		-	116,613	410,850
05/01/29	6,260,000		180,000	116,613	
11/01/29	6,080,000		-	113,913	410,525
05/01/30	6,080,000		185,000	113,913	
11/01/30	5,895,000		-	111,138	410,050
05/01/31	5,895,000		190,000	111,138	
11/01/31	5,705,000		-	108,288	409,425
05/01/32	5,705,000		200,000	108,288	
11/01/32	5,505,000		-	104,788	413,075
05/01/33	5,505,000		205,000	104,788	
11/01/33	5,300,000		-	101,200	410,988
05/01/34	5,300,000		210,000	101,200	
11/01/34	5,090,000		-	97,525	408,725
05/01/35	5,090,000		220,000	97,525	
11/01/35	4,870,000		-	93,675	411,200
05/01/36	4,870,000		225,000	93,675	
11/01/36	4,645,000		-	89,738	408,413
05/01/37	4,645,000		235,000	89,738	
11/01/37	4,410,000		-	85,625	410,363
05/01/38	4,410,000		245,000	85,625	
11/01/38	4,165,000		-	81,338	411,963
05/01/39	4,165,000		255,000	81,338	
11/01/39	3,910,000		-	76,875	413,213
05/01/40	3,910,000		260,000	76,875	
11/01/40	3,650,000		-	72,325	409,200
05/01/41	3,650,000		270,000	72,325	
11/01/41	3,380,000		-	67,600	409,925
05/01/42	3,380,000		280,000	67,600	
11/01/42	3,100,000		-	62,000	409,600
05/01/43	3,100,000		290,000	62,000	
11/01/43	2,810,000		-	56,200	408,200
05/01/44	2,810,000		305,000	56,200	
11/01/44	2,505,000		-	50,100	411,300
05/01/45	2,505,000		315,000	50,100	
11/01/45	2,190,000		-	43,800	408,900
05/01/46	2,190,000		330,000	43,800	
11/01/46	1,860,000		-	37,200	411,000
05/01/47	1,860,000		345,000	37,200	
11/01/47	1,515,000		-	30,300	412,500
05/01/48	1,515,000		355,000	30,300	
11/01/48	1,160,000		-	23,200	408,500
05/01/49	1,160,000		370,000	23,200	
11/01/49	790,000		-	15,800	409,000
05/01/50	790,000		385,000	15,800	
11/01/50	405,000		-	8,100	408,900
05/01/51	405,000		405,000	8,100	
					413,100
Total			\$6,605,000	\$3,776,725	\$10,381,725

Bannon Lakes
Community Development District
Approved Budget
Debt Service Series 2022 Special Assessment Revenue Bonds

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Special Assessments-On Roll	\$520,023	\$518,503	\$-	\$518,503	\$520,023
Interest Earnings	15,000	12,482	4,792	17,274	15,000
Carry Forward Surplus ⁽¹⁾	226,230	232,086	-	232,086	245,245
TOTAL REVENUES	\$761,253	\$763,072	\$4,792	\$767,864	\$780,269
EXPENDITURES:					
Interest - 11/1	\$168,859	\$168,859	\$-	\$168,859	\$166,172
Special Call 11/1	-	5,000	-	5,000	55,000
Principal - 5/1	180,000	180,000	-	180,000	185,000
Interest - 5/1	168,859	168,759	-	168,759	166,172
Special Call 5/1	-	-	-	-	-
TOTAL EXPENDITURES	\$517,719	\$522,619	\$-	\$522,619	\$572,344
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$517,719	\$522,619	\$-	\$522,619	\$572,344
EXCESS REVENUES (EXPENDITURES)	\$243,535	\$240,453	\$4,792	\$245,245	\$207,925

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Interest Due 11/1/27 \$163,512.50

Bannon Lakes

Community Development District

Debt Service Series 2022 Special Assessment Revenue Bonds Term Bonds Due Combined

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/26	8,540,000		-	166,172	166,172
05/01/27	8,540,000		185,000	166,172	
11/01/27	8,355,000		-	163,513	514,684
05/01/28	8,355,000		190,000	163,513	
11/01/28	8,165,000		-	160,378	513,890
05/01/29	8,165,000		200,000	160,378	
11/01/29	7,965,000		-	157,078	517,455
05/01/30	7,965,000		205,000	157,078	
11/01/30	7,760,000		-	153,695	515,773
05/01/31	7,760,000		210,000	153,695	
11/01/31	7,550,000		-	150,230	513,925
05/01/32	7,550,000		220,000	150,230	
11/01/32	7,330,000		-	146,600	516,830
05/01/33	7,330,000		230,000	146,600	
11/01/33	7,100,000		-	142,000	518,600
05/01/34	7,100,000		235,000	142,000	
11/01/34	6,865,000		-	137,300	514,300
05/01/35	6,865,000		245,000	137,300	
11/01/35	6,620,000		-	132,400	514,700
05/01/36	6,620,000		255,000	132,400	
11/01/36	6,365,000		-	127,300	514,700
05/01/37	6,365,000		265,000	127,300	
11/01/37	6,100,000		-	122,000	514,300
05/01/38	6,100,000		280,000	122,000	
11/01/38	5,820,000		-	116,400	518,400
05/01/39	5,820,000		290,000	116,400	
11/01/39	5,530,000		-	110,600	517,000
05/01/40	5,530,000		300,000	110,600	
11/01/40	5,230,000		-	104,600	515,200
05/01/41	5,230,000		315,000	104,600	
11/01/41	4,915,000		-	98,300	517,900
05/01/42	4,915,000		325,000	98,300	
11/01/42	4,590,000		-	91,800	515,100
05/01/43	4,590,000		340,000	91,800	
11/01/43	4,250,000		-	85,000	516,800
05/01/44	4,250,000		355,000	85,000	
11/01/44	3,895,000		-	77,900	517,900
05/01/45	3,895,000		365,000	77,900	
11/01/45	3,530,000		-	70,600	513,500
05/01/46	3,530,000		380,000	70,600	
11/01/46	3,150,000		-	63,000	513,600
05/01/47	3,150,000		400,000	63,000	
11/01/47	2,750,000		-	55,000	518,000
05/01/48	2,750,000		415,000	55,000	
11/01/48	2,335,000		-	46,700	516,700
05/01/49	2,335,000		430,000	46,700	
11/01/49	1,905,000		-	38,100	514,800
05/01/50	1,905,000		450,000	38,100	
11/01/50	1,455,000		-	29,100	517,200
05/01/51	1,455,000		465,000	29,100	
11/01/51	990,000		-	19,800	513,900
05/01/52	990,000		485,000	19,800	
11/01/52	505,000		-	10,100	514,900
05/01/53	505,000		505,000	10,100	
11/01/53					515,100
Total			\$8,540,000	\$5,551,329	\$14,091,329

Bannon Lakes
Community Development District
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
<u>REVENUES:</u>					
Capital Reserve Transfer In	\$158,079	\$158,079	\$-	\$158,079	\$118,190
Interest Income	2,500	1,386	2,000	3,386	2,500
Roof Warranty Proceeds	-	111,433	-	111,433	-
Carry Forward Balance	34,977	26,630	-	26,630	250,618
TOTAL REVENUES	\$195,556	\$297,528	\$2,000	\$299,528	\$371,308
<u>EXPENDITURES:</u>					
Capital Outlay	\$-	\$-	\$-	\$-	\$-
Repair and Maintenance *	10,000	-	-	-	25,000
Roof Replacement	80,000	48,021	-	48,021	-
Other Current Charges	840	568	320	888	900
TOTAL EXPENDITURES	\$90,840	\$48,589	\$320	\$48,909	\$25,900
<u>Other Sources/(Uses)</u>					
Transfer in/(Out)	\$-	\$-	\$-	\$-	\$0
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
EXCESS REVENUES (EXPENDITURES)	\$104,716	\$248,938	\$1,680	\$250,618	\$345,408

* Stormwater System Evaluation Allowance/Exterior Repair/Paint - Amenity Buildings.

Bannon Lakes
Community Development District
Non-Ad Valorem Assessments Comparison
2026-2027

Neighborhood	O&M Units	Bonds Units 2016	Bonds Units 2021	Bonds Units 2022	Annual Maintenance Assessments			Annual Debt Assessments							Total Assessed Per Unit		
					FY 2027	FY2026	Increase/ (decrease)	FY 2027			FY2026			Increase/ (decrease)	FY 2027	FY2026	Increase/ (decrease)
								Series			Series						
								2016	2021	2022	2016	2021	2022	Total	Total Assessed Per Unit		
Single Family	914	383	236	295	\$1,173.18	\$1,173.18	\$0.00	\$1,799.83	\$1,875.46	\$1,875.31	\$1,799.83	\$1,875.46	\$1,875.31	\$0.00	\$6,723.78	\$6,723.78	\$0.00
Duplex	72	72	0	0	\$1,173.18	\$1,173.18	\$0.00	\$1,799.83	\$0.00	\$0.00	\$1,799.83	\$0.00	\$0.00	\$0.00	\$2,973.01	\$2,973.01	\$0.00
Total	986	455	236	295													

B.

1.

RESOLUTION 2026-05
[FY 2027 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Bannon Lakes Community Development District ("**District**") prior to June 15, 2026, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

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

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Bannon Lakes Community Development District for the Fiscal Year Ending September 30, 2027."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2027, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2027 or within 60 days following the end of the FY 2027 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

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

PASSED AND ADOPTED THIS 21st DAY OF JULY, 2026.

ATTEST:

**BANNON LAKES COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2027 Budget

2.

RESOLUTION 2026-06
[FY 2027 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2027 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

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

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance ("**O&M Assessment(s)**") is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2027 installment of the District's previously levied debt service special assessments ("**Debt Assessments,**" and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "**Tax Roll Property**" identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* ("**Uniform Method**"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.
6. **APPROVAL OF PRIOR ACTIONS.** The actions of the Chairman, Vice Chairman, Secretary, Treasurer, Assistant Secretaries, and all District Staff in finalizing the Assessments and Assessment Roll as provided herein are hereby ratified, approved, and confirmed in all respects.

7. **SEVERABILITY; EFFECTIVE DATE.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof. This Resolution shall take effect immediately upon adoption.

[CONTINUED ON NEXT PAGE]

PASSED AND ADOPTED THIS 21st DAY OF JULY, 2026.

ATTEST:

**BANNON LAKES COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget

Exhibit B: Assessment Roll

TENTH ORDER OF BUSINESS

RESOLUTION 2026-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

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

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure replace all prior versions of the Rules of Procedure, and shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 21st day of JULY, 2026.

ATTEST:

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A:
RULES OF PROCEDURE

**RULES OF PROCEDURE
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
RULE NO. 2026-1**

EFFECTIVE AS OF July 21, 2026

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Rule 1.0 General.

- (1) The Bannan Lakes Community Development District (the “**District**”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “**Rules**”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “**Board**”) shall consist of five (5) members. Members of the Board (“**Supervisors**”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("**District Manager**") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled “**Record of Proceedings**,” in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation within the county or counties in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Votes Required. No Board member who is present at any meeting of the District Board at which an official decision, ruling, or other official act is to be taken or adopted may abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such Board member present, except when, with respect to any such member, there is, or appears to be, a possible conflict of interest under the provisions of s. 112.311, s. 112.313, or s. 112.3143 of the Florida Statutes.
- (7) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, “**voting conflict of interest**” shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member’s special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board’s

Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, 286.012, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

(1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:

- (a) Agenda packages for prior 24 months and next meeting;
- (b) Official minutes of meetings, including adopted resolutions of the Board;
- (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
- (d) Adopted engineer's reports;
- (e) Adopted assessment methodologies/reports;
- (f) Adopted disclosure of public financing;
- (g) Limited Offering Memorandum for each financing undertaken by the District;
- (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
- (i) District policies and rules;
- (j) Fiscal year end audits; and
- (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

(2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "**extensive**" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("**Coordinator**") for the District as required by the Florida Commission on Ethics ("**Commission**"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("**Reporting Individual**"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise authorized or required by statute or these Rules, at least seven (7) days', but not more than thirty (30) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation within the county or counties in which the District is located. A newspaper is deemed to be a newspaper of "**general circulation**" in the county in which the District is located if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1) of the Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published, as such provisions may be amended from time to time by law. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published as provide in Chapter 50 of the Florida Statutes, and such notice published consistent therewith shall satisfy the requirement to give at least seven (7) days' public notice as required herein. Each Notice shall state, as applicable:
 - (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (904) 940-5850. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop 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 the appeal is to be based."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days prior to such meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any i) confidential and ii) confidential and exempt information, shall be available to the public at least seven (7) days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comments
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures
- Supervisor’s requests and comments

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation within the county in which the District is located. After an emergency meeting, the Board shall publish in a newspaper of general circulation within the county in which the District is located, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board or as otherwise provided in the resolution approving the annual budget(s). Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.
- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and

the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
 - (a) Prevent and detect “**fraud**,” “**waste**” and “**abuse**” as those terms are defined in section 11.45(1),
 - (b) Florida Statutes; and
 - (c) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (d) Support economical and efficient operations; and
 - (e) Ensure reliability of financial records and reports; and
 - (f) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules, in accordance with the requirements of Section 190.011(5) of the Florida Statutes, and Chapter 120 of the Florida Statutes, including but not limited to Section 120.81(2)(b) of the Florida Statutes. Rulemaking proceedings shall be deemed to have been initiated upon publication of a Notice of Rule Development by the District as required by Section 2 of this Rule. A “**rule**” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District. Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Requirements of a Rule. All District rules as drafted shall:
 - (a) Contain only one subject;
 - (b) Include readable language, meaning it avoids i) the use of obscure words and unnecessarily long or complicated constructions, and ii) the use of unnecessary technical or specialized language that is understood only by members of particular trades or professions;
 - (c) Be indefinite such that the rule does not include a provision whereby the rule, or a portion thereof, automatically expires or is repealed on a specific date or at the end of a specified period, unless otherwise expressly authorized by law; and
 - (d) Only incorporate material by reference in compliance with Section 120.54(1)(i) of the Florida Statutes.
- (3) Statement of Estimated Regulatory Costs. Before adopting, amending, or repealing any rule, other than an emergency rule, the District may prepare a statement of estimated regulatory costs (“**SERC**”) based on the factors set forth in Section 120.541(2) of the Florida Statutes. The District shall prepare a SERC for a proposed rule if in accordance with the requirements of Section 120.541(2) of the Florida Statutes if: i) the proposed rule will have an adverse economic impact on small business; or ii) the proposed rule is likely to directly or indirectly increase regulatory costs in excess of \$200,000 in the aggregate in the state within one (1) year after implementation of the rule.
- (4) Notice of Rule Development.

- (a) Except when the intended action is the repeal of a rule, the District shall provide notice of the development of a proposed rule (“**Notice of Rule Development**”) setting forth the following:
 - (i) the subject area to be addressed by rule development;
 - (ii) A short, plain explanation of the purpose and effect of the proposed rule;
 - (iii) The grant of rulemaking authority for the proposed rule;
 - (iv) The law being implemented;
 - (v) The proposed rule number; and
 - (vi) If available, either the preliminary text of the proposed rule and any incorporated documents, or a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft of such rule or documents.
- (b) The Notice of Rule Development shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the Notice of Rulemaking required by Section 5 of this Rule, and at least thirty-five (35) days prior to the intended action.

(5) Notice of Rulemaking.

- (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall provide notice of its intended action (the “**Notice of Rulemaking**”) setting forth the following:
 - (i) A short, plain explanation of the purpose and effect of the proposed rule;
 - (ii) The proposed rule number;
 - (iii) A summary of the proposed rule or amendment;
 - (v) The grant of rulemaking authority for the proposed rule;
 - (vi) The law being implemented or interpreted;
 - (vii) The name, e-mail address, and telephone number of the agency employee who may be contacted regarding the intended action;

- (viii) A concise summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, that describes the regulatory impact of the rule in readable language;
 - (ix) The District's website where the statement of estimated regulatory costs can be viewed, in its entirety, if one has been prepared;
 - (x) A statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice;
 - (xi) A statement as to whether, based on the SERC or other information expressly relied upon and described by the District if no statement of regulatory costs is required, the proposed rule is expected to require legislative ratification pursuant to Section 120.541(3) of the Florida Statutes;
 - (x) The date, time, and location of the public hearing on the proposed rule;
 - (xi) The name, address, and telephone number of the District contact person who can provide information about the public hearing; and
 - (xii) A reference to both the date on which and the place where the Notice of Rule Development required by Section 4 of this Rule appeared, except when the intended action is the repeal of a rule.
- (b) The Notice of Rulemaking shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days after the Notice of Rule Development required by Section 4 of this Rule, and at least twenty-eight (28) days prior to the intended action. If the Notice of Rulemaking is not published within one-hundred eighty (180) days of the publication of the Notice of Rule Development, then the District's Board shall approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- (c) The Notice of Rulemaking shall be mailed or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days before publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice of the District's rulemaking proceedings. Such persons must furnish a mailing address or e-

mail address, and may be required to pay the cost of copying and mailing as applicable.

- (d) As of the date of publication of the Notice of Rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the proposed rule, including all material proposed to be incorporated by reference.

(6) Modification of Rules.

(a) Technical Changes.

- (i) Prior to rule adoption, the District shall publish a notice of correction (“**Notice of Correction**”) if any of the information that is required to be included in the Notice of Rulemaking, including technical changes that correct citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, is omitted or is incorrect. A Notice of Correction cannot be used to make substantive changes to the rule text. The Notice of Correction shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the intended action.
- (ii) After rule adoption, a technical change to a rule may be approved at any time by the District. Promptly thereafter, a Notice of Correction shall be published by the District in the manner set forth in Section 6(a)(i) of this Rule.

(b) Substantive Changes.

- (i) Prior to rule adoption, the District shall publish a notice of change (“**Notice of Change**”) if there is any substantive change, other than a technical change that corrects citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, to a proposed rule, including any material incorporated by reference, or to a SERC. The Notice of Change must address a summary of the change and shall be published in a newspaper of general circulation within the county or counties in which the District is located at least twenty-one (21) days prior to the intended action. The Notice of Change shall also be sent to those persons set forth in Section 5(C) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings. Any substantive change must be either be:

- 1. Supported by the record of the public hearing held on the proposed rule;

2. In response to written materials submitted to the District; or
 3. In response to an objection with the proposed rule by the District Board.
- (ii) After rule adoption, a substantive change to a rule shall be effectuated by initiating rulemaking as set forth in this Rule.
- (7) Withdrawal of Proposed Rules.
- (a) Prior to the adoption of a rule, the District may elect to withdraw the proposed rule in whole or in part. After a rule has become effective, the District may only amend or repeal the rule through initiating the rulemaking procedures set forth in this Rule.
 - (b) Prior to the adoption of a rule, the District shall withdraw the proposed rule if the District has either failed to adopt such rule within one-hundred eighty (180) days of the publication of the Notice of Rule Development required by Section 4 of this Rule or to approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
 - (c) In the event of a withdrawal of a proposed rule, the District shall publish a notice (“**Notice of Rule Withdrawal**”) in a newspaper of general circulation within the county or counties in which the District is located, and shall provide notice to those persons set forth in Section 5(c) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings.
 - (d) Within fifteen (15) days after the end of each calendar quarter, the District shall compile and post on its website a list of each failure to publish a Notice of Rulemaking within the timeframe prescribed by Section 5(b) of this Rule, which list shall include the information set forth in Section 120.54(3)(d)(7) of the Florida Statutes. The District is only required to provide such posting in any calendar quarter(s) in which there is an actual failure to timely publish a Notice of Rulemaking, if any.
- (8) Rule Development Workshops.
- (a) Whenever requested in writing by any affected person, the District must conduct a rule development workshop prior to proposing rules for adoption for the purposes of rule development or information gathering for the preparation of the SERC, unless the Chairperson explains in writing why a workshop is unnecessary. The District may initiate a rule development workshop, but is not required to do so.

- (b) If a workshop is held, the District must ensure that the person(s) responsible for preparing the rule and the SERC, if applicable, are available to explain the District's proposed rule and to respond to questions or comments regarding the rule being developed.
 - (c) The notice of any workshop shall be published in a newspaper of general circulation within the county or counties in which the District is located at least fourteen (14) days prior to the workshop setting forth the following:
 - (i) The place, date, and time of the workshop;
 - (ii) The subject area that will be addressed; and
 - (iii) The District Manager's contact information.
- (9) Petitions to Initiate Rulemaking.
- (a) All Petitions to Initiate Rulemaking Proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. District staff shall forward a copy of the petition to the District's Board within seven (7) days of its receipt.
 - (b) If the petition is directed to an adopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.
 - (c) If the petition is directed to an unadopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking, or ii) set a public hearing to consider whether the public interest is served adequately by the application of the proposed rule on a case-by-case basis, as contrasted with its formal adoption as a rule.
 - (i) If the District elects to hold a public hearing, notice of the public hearing ("**Notice of Rulemaking Petition Public Hearing**") shall be published in a newspaper of general circulation within the county or counties in which the District is located. The public hearing shall be held by the District within thirty (30) days after publication of the Notice of Rulemaking Petition Public Hearing.
 - (ii) Not later than thirty (30) days following the date of the public hearing held pursuant to Section 9(c)(i) of this Rule, the District

shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.

1. If the District decides to initiate rulemaking it shall proceed with the rulemaking process as set forth in this Rule.
2. If the District decides to not initiate rulemaking or otherwise comply with the requested action, the District shall publish a statement of its reasons for not initiating rulemaking or otherwise complying with the requested action and of any changes it will make in the scope or application of the unadopted rule (the “**Notice of Denial of Rulemaking Petition**”). The Notice of Denial of Rulemaking Petition shall be published in a newspaper of general circulation within the county or counties in which the District is located.

- (d) Nothing in this Rule shall be construed as requiring the District to adopt, amend, or repeal a rule as initiated by petition.

(10) Public Hearing.

- (a) The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the Notice of Rulemaking, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. When a public hearing is held, the District shall ensure that staff is available to explain the proposed rule and to respond to questions or comments regarding the proposed rule. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (b) The District shall publish notice of the public hearing (“**Notice of Public Hearing**”) in a newspaper of general circulation within the county or counties in which the District is located, either in the text of the Notice of Rulemaking or in a separate publication at least seven (7) days before the scheduled public hearing. The Notice of Public Hearing shall include the following information:
- (i) The date, time, and location of the public hearing; and
 - (ii) The name, address, and telephone number of the District contact person who can provide information about the public hearing.

(11) Emergency Rule Adoption.

- (a) The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action or if the Legislature authorizes the District to adopt emergency rules. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District.
- (b) At the time or prior to the adoption of an emergency rule, the District shall post on its website a notice regarding its adoption of the emergency rule (the “**Notice of Emergency Rule**”) which includes the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and its reasons for concluding that procedure used is fair under the circumstances. The Notice of Emergency Rule shall thereafter be promptly published in a newspaper of general circulation within the county or counties in which the District is located, and shall include the following information:
 - (i) The full text of the rule(s); and
 - (ii) The District’s findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.
- (c) An emergency rule shall be effective immediately upon adoption by the District, or on a date less than twenty (20) days thereafter if specified in the emergency rule if the District finds that a later effective date is necessary because of immediate danger to the public health, safety, or welfare. An emergency rule may not be effective for a period of more than ninety (90) days after adoption and may not be renewable, unless the District has initiated rulemaking to adopt rules addressing the subject of the emergency rule and either i) a challenge to the proposed rules has been filed and remains pending or ii) the proposed rules are awaiting ratification by the Legislature, if applicable. Nothing in this paragraph prohibits the District from adopting a rule identical to the emergency rule through the non-emergency rulemaking procedures set forth in this Rule.
 - (i) If an emergency rule is being renewed in accordance with Section 11(d) of this Rule, notice of the renewal of the emergency rule (the “**Notice of Renewal of Emergency Rule**”) shall be published before the expiration of the existing emergency rule. The Notice of Renewal of Emergency Rule shall be published in a newspaper of general circulation within the county or counties in which the

District is located and shall include the specific facts and reasons for such renewal.

- (ii) For emergency rules with an effective period of longer than ninety (90) days which are intended to replace an existing rule, the Rulemaking Record for the existing rule, as required by Section 13 of this Rule, shall specifically identify the emergency rule that is intended to supersede the existing rule as well as the date that the emergency rule was adopted by the District.
- (d) The District may supersede an emergency rule in effect through the adoption of another emergency rule before the superseded rule expires. The District shall post on its website and publish a Notice of Emergency Rule, in accordance with Section 11(b) of this Rule, identifying the reason for adopting the superseding rule. The superseding rule shall not be in effect longer than the duration of the effective period of the superseded rule.
- (e) The District may make technical changes to an emergency rule within the first seven (7) days after the rule is adopted, and such changes shall be published in a Notice of Correction as set forth in Section 6(a) of this Rule.
- (f) The District may repeal an emergency rule before it expires by publishing a notice (“**Notice of Repeal of Emergency Rule**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Repeal of Emergency Rule shall include the following information:
 - (i) The full text of the emergency rule and a summary thereof;
 - (ii) The rule number; and
 - (iii) A short and plain explanation as to why the conditions specified in the Notice of Emergency Rule no longer require the emergency rule.
- (12) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation within the county or counties in which the District is located.
- (13) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record (“**Rulemaking Record**”) which shall be on file with the District at least twenty-one (21) days prior to the proposed adoption date of the rule. The Rulemaking Record shall include, as applicable:
 - (a) A copy of the rule;

- (b) Any material incorporated by reference in the rule;
- (c) A detailed written statement of the facts and circumstances justifying the proposed rule;
- (d) Any SERC for the rule, if required by Section 120.54(3)(b)1. of the Florida Statutes or otherwise prepared, and any information created or used by the District in determining whether a SERC is required;
- (e) A statement of the extent to which the proposed rule relates to federal standards on rules on the same subject;
- (f) The Notice of Rule Development, Notice of Rulemaking, and notice(s) of any workshops held pursuant to Section 8 of this Rule; and
- (g) If an emergency rule is intended to supersede an existing rule, the emergency rule number and the date that the emergency rule was adopted by the District.

(14) Petitions to Challenge Rules.

- (a) Any person substantially affected by a proposed or existing rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (i) A petition alleging the invalidity of a proposed rule shall be filed within twenty-one (21) days after the date of publication of Notice of Rulemaking, within ten (10) days after the final public hearing is held on the proposed rule; within twenty (20) days after the SERC or revised SERC has been prepared and made available as provided in Section 120.541(1)(d) of the Florida Statutes, if applicable; or within twenty (20) days after the date of publication of the Notice of Rule Withdrawal required by Section 7(c) of this Rule.
 - (ii) A petition alleging the invalidity of an existing rule may be filed at any time during which the rule is in effect.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a proposed or existing rule is substantially affected by it. A person who is not substantially affected by the proposed rule as initially noticed, but who is substantially affected by the rule as a result of a change, may challenge any provision of the resulting proposed rule.

- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, or seven (7) days if the challenge relates to an emergency rule, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, or fourteen (14) days if the challenge relates to an emergency rule, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) At the hearing, the petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (e) Hearings held under this section shall be de novo in nature. For proposed rules, the petitioner has the burden to prove by a preponderance of the evidence that it would be substantially affected by the proposed rule, and the District has the burden to prove by a preponderance of the evidence that the proposed rule is not an invalid exercise of delegated legislative authority as to the objections raised. For existing rules, the petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. During the hearing, the hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) Within thirty (30) days after the hearing, or fourteen (14) days of the challenge relate to an emergency rule, the hearing officer shall render a decision and state the reasons therefor in writing. The hearing officer's order shall be considered final agency action. The hearing officer may declare all or part of a proposed or existing rule invalid. For a proposed rule, the proposed rule or provision thereof declared invalid shall not be adopted unless the decision of the hearing officer is reversed on appeal. In

the event part of a proposed rule is declared invalid, the District may, in its sole discretion, withdraw the proposed rule in its entirety. For an existing rule, the rule or part thereof declared invalid shall become void when the time for filing an appeal expires. In the event that a proposed or existing rule has been declared invalid in whole or part, the District shall promptly publish notice of such occurrence published in a newspaper of general circulation within the county or counties in which the District is located.

- (15) Variances and Waivers. A “**variance**” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “**waiver**” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:
- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “**substantial hardship**” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “**principles of fairness**” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District rule may file a petition with the District, requesting a variance or waiver from the District’s rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by rule of the District, the District shall proceed, at the petitioner’s written request, to process the petition.

(d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action. The District shall maintain a record of the type and disposition of each petition filed.

(16) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 120.54, 120.542, 120.5435, 120.56, 120.81(2), 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) **“Competitive Solicitation”** means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) **“Continuing Contract”** means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) **“Contractual Service”** means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) **“Design-Build Contract”** means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) **“Design-Build Firm”** means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) **“Design Criteria Package”** means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) **“Design Criteria Professional”** means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) **“Emergency Purchase”** means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) **“Invitation to Bid”** is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) **“Invitation to Negotiate”** means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) **“Negotiate”** means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) **“Professional Services”** means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm’s or individual’s professional employment or practice.
- (m) **“Proposal (or Reply or Response) Most Advantageous to the District”** means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) **“Purchase”** means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) **“Request for Proposals” or “RFP”** is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) **“Responsive and Responsible Bidder”** means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. **“Responsive and Responsible Vendor”** means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
- (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) **“Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response”** all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “**Project**” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm's qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District's Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has

the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required 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.” In addition, any professional service contract under which such a certificate is required, shall contain a provision that “the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs.”
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

- (6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. “**Auditing Services**” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

- (1) Establishment of Auditor Selection Committee. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee (“**Committee**”), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.
- (2) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
 - (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (3) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (2) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (4) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals (“**RFP**”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals, which may be submitted either electronically or via hard copy as determined by the District and provided for in the RFP. For the avoidance of doubt, the Proposals shall not be required to be publicly opened at the date, time, and place provided for in the RFP relative to the submission of Proposals.

- (5) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (2)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (6) Board Selection of Auditor.
- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
 - (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
 - (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
 - (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is

reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

- (7) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
- (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (8) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the RFP. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee

premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the county or counties in which the project is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (k) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(2) Suspension, Revocation, or Denial of Qualification

- (a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor’s pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
 - (i) One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - (ii) Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - (iii) The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - (iv) The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - (v) The vendor’s qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the

subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

- (vi) The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
- (vii) The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.
- (viii) The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
- (ix) The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
- (x) The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
- (xi) An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
- (xii) The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term "**contract crime**" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term "**convicted**" or "**conviction**" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of

record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

- (b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.
- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- (i) Impacts on project schedule, cost, or quality of work;
- (ii) Unsafe conditions allowed to exist;
- (iii) Complaints from the public;
- (iv) Delay or interference with the bidding process;
- (v) The potential for repetition;
- (vi) Integrity of the public contracting process;
- (vii) Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, or to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or

Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (k) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board

with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (1) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation within the county in which the project is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of

the Board meeting where the proposals were evaluated if so provided for in the Design Criteria Package. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
- (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board shall require that the contractor, before commencing the work, execute and record a payment and performance bond, or other acceptable surety, in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “**goods, supplies, and materials**” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which

may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of

the Florida Statutes, if the vendor is a corporation; and

- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.
Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award or after posting on the District's website if so provided for in the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be

awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount and form of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via e-mail (with a delivery and read receipt), United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;

- (d) Enter orders; and
- (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (6) Judicial Review. A party who is adversely affected by final District action is entitled to judicial review. Judicial review shall be sought in the county where the District is located. All proceedings shall be instituted by filing a notice of appeal or petition for review in accordance with the Florida Rules of Appellate Procedure within thirty (30) calendar days after the rendition of the decision being appealed. The filing of an appeal does not itself stay enforcement of the final District decision. Judicial review of any District action shall be confined to the record transmitted. The record for judicial review shall be compiled in accordance with the Florida Rules of Appellate Procedure. Failure to file a notice of appeal or petition for review within the time prescribed herein shall constitute a waiver of judicial review proceedings.
- (7) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (8) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 120.69(2)(a), 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective _____, 2026, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

ELEVENTH ORDER OF BUSINESS

C.

NOTICE OF MEETINGS
BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Bannon Lakes Community Development District will hold their regularly scheduled public meetings for **Fiscal Year 2027** at Bannon Lakes Amenity Center, 435 Bannon Lakes Boulevard, St. Augustine, Florida 32095 at 6:00 p.m. on the third Tuesday of each month as follows unless otherwise noted:

October 20, 2026
November 17, 2026
December 15, 2026
January 19, 2027
February 16, 2027
March 16, 2027
April 20, 2027
May 18, 2027
June 15, 2027
July 20, 2027
August 17, 2027
September 21, 2027

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours 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 the 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.

Matthew Biagetti
District Manager

D.



Amenity & Operations Manager's Reports

Date of report: 7/21/2026

Submitted by: Emily Wright

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
Zumba 6:00pm-7:00pm
- Thursday: Games Club 1:00pm-5:00pm
- Friday: Yoga 10:00-11:00 am
Bunco 7:00pm-10:00pm (2nd Friday Monthly)
- Saturday: Zumba 9:00am-10:00pm

Upcoming & Completed Events

- June 27th – Kids Paint Day 10:00am-1:00pm
- July 11th – Pool Party 11:00am-2:00pm
- July 18th – Blood Drive 9:00am-2:00pm
- August 8th – Back to School Bash 10:00am-1:00pm

Operations Manager Updates

Completed Projects

- ◇ Annual flower rotation is complete
- ◇ Painted walls and trim in clubhouse
- ◇ Cleaned event field
- ◇ Fixed playground fence
- ◇ Pressure washed pool chairs and tables
- ◇ Cleaned windows in both fitness center and clubhouse
- ◇ Pressure washed tennis ct.
- ◇ Continued Treatment of all CDD Ponds (algae concerns)
- ◇ Onsite staff continues to work to deter Ducks and Geese from the Amenity Center

FOURTEENTH ORDER OF BUSINESS

A.

Bannon Lakes
Community Development District

Unaudited Financial Reporting
May 31, 2026



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9	<u>Capital Project Funds</u>
10	<u>Capital Reserve Fund</u>
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Bannon Lakes
Community Development District
Combined Balance Sheet
May 31, 2026

	General Fund	Debt Service Fund	Capital Project Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
<u>Cash:</u>					
Operating Account - Hancock	\$ 213,093	\$ -	\$ -	\$ 88,572	\$ 301,664
Assessments Receivable	-	-	-	-	-
Due from Other	-	-	-	-	-
Due from General Fund	-	16,224	-	-	16,224
Due from Capital Fund	-	-	-	-	-
Due from Debt Service	6,400	-	-	-	6,400
Due from Capital Reserve	-	-	-	-	-
Due from Governmental Units	-	-	-	-	-
<u>Investments:</u>					
State Board of Administration (SBA)	502,787	-	-	160,367	663,154
<u>Series 2016</u>					
Reserve	-	369,500	-	-	369,500
Interest	-	-	-	-	-
Sinking	-	-	-	-	-
Revenue	-	500,897	-	-	500,897
Prepayment	-	-	-	-	-
Bond Redemption	-	182,582	-	-	182,582
Construction	-	-	-	-	-
<u>Series 2021</u>					
Reserve	-	206,806	-	-	206,806
Interest	-	45	-	-	45
Prepayment	-	4	-	-	4
Revenue	-	133,976	-	-	133,976
Sinking	-	61	-	-	61
Bond Redemption	-	72,467	-	-	72,467
Construction	-	-	19,936	-	19,936
<u>Series 2022</u>					
Reserve	-	259,400	-	-	259,400
Revenue	-	61	-	-	61
Interest	-	178,625	-	-	178,625
Prepayment	-	4	-	-	4
Sinking	-	66	-	-	66
Bond Redemption	-	56,671	-	-	56,671
Construction	-	-	843,800	-	843,800
Prepaid Expenses	9,368	-	-	-	9,368
Deposits	50	-	-	-	50
Total Assets	\$ 731,698	\$ 1,977,390	\$ 863,736	\$ 248,938	\$ 3,821,761
<u>Liabilities:</u>					
Accounts Payable	\$ 2,062	\$ -	\$ -	\$ -	\$ 2,062
Accrued Expenses	0	-	-	-	0
Due to General Fund	-	6,400	-	-	6,400
Due to Debt Service - Series 2016	7,163	-	-	-	7,163
Due to Debt Service - Series 2021	4,035	-	-	-	4,035
Due to Debt Service - Series 2022	5,027	-	-	-	5,027
Total Liabilities	\$ 18,286	\$ 6,400	\$ -	\$ -	\$ 24,686
<u>Fund Balance:</u>					
Nonspendable:					
Prepaid Items	\$ 9,368	\$ -	-	\$ -	\$ 9,368
Deposits	50	-	-	-	50
Restricted for:					
Debt Service	-	1,970,990	-	-	1,970,990
Capital Project	-	-	863,736	-	863,736
Assigned for:					
Capital Reserve Fund	-	-	-	248,938	248,938
Unassigned	703,994	-	-	-	703,994
Total Fund Balances	\$ 713,411	\$ 1,970,990	\$ 863,736	\$ 248,938	\$ 3,797,075
Total Liabilities & Fund Balance	\$ 731,698	\$ 1,977,390	\$ 863,736	\$ 248,938	\$ 3,821,761

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
<u>Revenues:</u>				
Special Assessments - Tax Roll	\$ 1,087,348	\$ 1,087,348	\$ 1,087,860	\$ 512
Commercial	2,436	2,436	2,436	-
Interest	15,000	10,000	7,974	(2,026)
Facility Revenue	2,500	1,667	3,300	1,633
Miscellaneous	-	-	155	155
Total Revenues	\$ 1,107,284	\$ 1,101,451	\$ 1,101,725	\$ 275
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	8,000	\$ 7,400	\$ 600
PR-FICA	918	612	566	46
Engineering	10,000	6,667	3,421	3,245
Attorney	18,000	12,000	7,709	4,291
Annual Audit	4,015	-	-	-
Assessment Administration	8,348	8,348	8,348	-
Arbitrage Rebate	1,800	1,800	3,000	(1,200)
Dissemination Agent	10,029	6,686	6,686	-
Trustee Fees	18,700	18,700	15,382	3,318
Management Fees	57,974	38,649	38,649	-
Information Technology	2,123	1,415	1,415	-
Website Maintenance	1,415	944	943	-
Telephone	200	200	299	(99)
Postage & Delivery	750	750	1,202	(452)
Meeting Room Rental	1,000	667	-	667
Insurance General Liability/Public Officials	8,971	8,971	7,885	1,086
Printing & Binding	1,000	667	414	253
Legal Advertising	1,000	667	483	183
Other Current Charges	500	333	483	(150)
Office Supplies	250	167	5	162
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 159,167	\$ 116,416	\$ 104,468	\$ 11,949

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Insurance	\$ 30,581	\$ 30,581	\$ 27,946	\$ 2,635
Utilities				
Phone/Internet/Cable	4,300	2,867	2,543	324
Electric	25,000	16,667	14,603	2,063
Water/Irrigation	15,000	10,000	6,392	3,608
Refuse	4,266	2,844	3,021	(177)
Security				
Security Monitoring	6,694	4,753	4,753	-
Off-Duty Security - RollKall	12,000	12,000	19,213	(7,213)
Access Cards	1,000	743	743	-
Management Contracts				
Facility Management	81,467	54,311	54,311	-
Facility Attendant	8,820	5,880	759	5,121
Field Mgmt / Admin	30,000	20,000	20,000	-
Pool Maintenance	14,865	9,910	9,910	-
Pool Chemicals	12,679	8,453	6,319	2,134
Janitorial	10,188	6,792	6,608	184
Janitorial Supplies	1,840	1,227	-	1,227
Facility Maintenance	40,000	26,667	26,240	427
Repairs & Maintenance	55,000	41,714	41,714	-
Special Events	15,000	5,805	5,805	-
Holiday Decorations	5,000	3,925	3,925	-
Fitness Center Repairs/Supplies	7,000	4,667	2,498	2,169
Office Supplies	1,500	1,076	1,076	-
ASCAP/BMI Licenses	500	-	-	-
Pest Control	3,800	2,533	2,080	453
Nuisance Animal Control	4,788	4,788	6,336	(1,548)
Subtotal Amenity Center Expenditures	\$ 391,288	\$ 278,202	\$ 266,794	\$ 11,408
Grounds Maintenance				
Hydrology Quality/Mitigation	\$ 28,000	\$ 11,050	\$ 11,050	\$ -
Landscape Maintenance	188,916	125,944	125,944	-
Landscape Contingency	45,000	18,419	18,419	-
Tree Removals	15,000	650	650	-
Lake Maintenance	10,234	6,822	6,560	262
Grounds Maintenance	19,600	13,078	13,078	-
Pump Repairs	10,000	6,667	-	6,667
Streetlights	13,000	8,667	8,309	358
Streetlight Repairs	5,000	3,333	-	3,333
Irrigation Repairs	15,000	13,415	13,415	-
Miscellaneous	5,000	3,333	-	3,333
Reclaim Water	40,000	26,667	31,255	(4,588)
Storm Cleanup	4,000	-	-	-
Capital Reserve	158,079	158,079	158,079	-
Subtotal Grounds Maintenance	\$ 556,829	\$ 396,124	\$ 386,760	\$ 9,365
Total Operations & Maintenance	\$ 948,117	\$ 674,327	\$ 653,554	\$ 20,773
Total Expenditures	\$ 1,107,284	\$ 790,743	\$ 758,022	\$ 32,722
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ 343,704	
Net Change in Fund Balance	\$ -		\$ 343,704	\$ -
Fund Balance - Beginning	\$ -		\$ 369,708	
Fund Balance - Ending	\$ -		\$ 713,411	

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	\$ -	\$ 63,592	\$ 126,876	\$ 680,619	\$ 199,652	\$ 6,552	\$ 10,570	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,087,860
Commercial	-	-	-	-	-	2,436	-	-	-	-	-	-	2,436
Interest	636	268	267	261	1,510	1,835	1,576	1,622	-	-	-	-	7,974
Facility Revenue	600	-	500	475	575	650	500	-	-	-	-	-	3,300
Miscellaneous	-	-	49	-	-	106	-	-	-	-	-	-	155
Total Revenues	\$ 1,236	\$ 63,860	\$ 127,691	\$ 681,354	\$ 201,737	\$ 11,579	\$ 12,646	\$ 1,622	\$ -	\$ -	\$ -	\$ -	\$ 1,101,725

Expenditures:

General & Administrative:

Supervisor Fees	\$ 800	\$ 1,000	\$ 1,000	\$ 800	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 7,400
PR-FICA	61	77	77	61	61	77	77	77	-	-	-	-	566
Engineering	388	-	233	913	393	556	940	-	-	-	-	-	3,421
Attorney	1,354	1,175	2,315	1,103	1,763	-	-	-	-	-	-	-	7,709
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	8,348	-	-	-	-	-	-	-	-	-	-	-	8,348
Arbitrage Rebate	-	-	-	1,350	1,200	-	-	450	-	-	-	-	3,000
Dissemination Agent	836	836	836	836	836	836	836	836	-	-	-	-	6,686
Trustee Fees	6,450	-	-	8,366	-	567	-	-	-	-	-	-	15,382
Management Fees	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	-	-	-	-	38,649
Information Technology	177	177	177	177	177	177	177	177	-	-	-	-	1,415
Website Maintenance	118	118	118	118	118	118	118	118	-	-	-	-	943
Telephone	49	89	14	24	28	35	30	30	-	-	-	-	299
Postage & Delivery	138	326	115	198	118	120	93	96	-	-	-	-	1,202
Meeting Room Rental	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance General Liability/Public Officials	7,885	-	-	-	-	-	-	-	-	-	-	-	7,885
Printing & Binding	101	63	21	31	42	73	40	43	-	-	-	-	414
Legal Advertising	71	69	69	67	67	69	71	-	-	-	-	-	483
Other Current Charges	273	10	-	-	-	-	200	-	-	-	-	-	483
Office Supplies	1	0	1	1	1	1	1	1	-	-	-	-	5
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 32,056	\$ 8,770	\$ 9,805	\$ 18,874	\$ 10,435	\$ 8,459	\$ 8,414	\$ 7,657	\$ -	\$ -	\$ -	\$ -	\$ 104,468

Operations & Maintenance

Amenity Center Expenditures

Insurance	\$ 27,946	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,946
Utilities													
Phone/Internet/Cable	318	318	318	318	318	318	318	318	-	-	-	-	2,543
Electric	1,846	1,668	1,574	1,884	2,029	1,840	1,896	1,867	-	-	-	-	14,603
Water/Irrigation	703	974	980	734	877	636	643	845	-	-	-	-	6,392
Refuse	307	369	371	386	386	372	407	424	-	-	-	-	3,021
Security													
Security Monitoring	575	575	575	575	575	731	575	575	-	-	-	-	4,753
Off-Duty Security - RollKall	4,281	2,344	2,604	1,590	2,048	2,935	1,979	1,433	-	-	-	-	19,213
Access Cards	-	-	-	-	-	743	-	-	-	-	-	-	743
Management Contracts													
Facility Management	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	-	-	-	-	54,311
Facility Attendant	84	-	-	225	449	-	-	-	-	-	-	-	759
Field Mgmt / Admin	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	-	-	-	20,000
Pool Maintenance	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	-	-	-	-	9,910

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	1,105	435	1,374	324	-	946	333	1,802	-	-	-	-	6,319
Janitorial	819	819	819	819	819	819	847	847	-	-	-	-	6,608
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Facility Maintenance	3,971	3,371	3,392	3,409	4,724	3,333	3,690	350	-	-	-	-	26,240
Repairs & Maintenance	6,741	878	2,142	2,638	8,541	12,565	6,848	1,362	-	-	-	-	41,714
Special Events	-	994	775	548	1,521	1,759	208	-	-	-	-	-	5,805
Holiday Decorations	-	3,925	-	-	-	-	-	-	-	-	-	-	3,925
Fitness Center Repairs/Supplies	246	109	1,247	320	169	248	160	-	-	-	-	-	2,498
Office Supplies	291	43	99	433	49	77	49	35	-	-	-	-	1,076
ASCAP/BMI Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	260	260	260	260	260	260	260	260	-	-	-	-	2,080
Nuisance Animal Control	249	249	1,749	549	249	2,793	249	249	-	-	-	-	6,336
Subtotal Amenity Center Expenditures	\$ 60,268	\$ 27,858	\$ 28,805	\$ 25,540	\$ 33,541	\$ 40,901	\$ 28,988	\$ 20,894	\$ -	\$ -	\$ -	\$ -	\$ 266,794
Grounds Maintenance													
Hydrology Quality/Mitigation	\$ 8,500	\$ -	\$ 2,250	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11,050
Landscape Maintenance	15,743	15,743	15,743	15,743	15,743	15,743	15,743	15,743	-	-	-	-	125,944
Landscape Contingency	-	405	855	97	13,685	-	-	3,377	-	-	-	-	18,419
Tree Removals	-	-	-	-	-	-	650	-	-	-	-	-	650
Lake Maintenance	820	820	820	820	820	820	820	820	-	-	-	-	6,560
Grounds Maintenance	1,633	2,494	1,633	1,784	1,784	1,901	1,633	216	-	-	-	-	13,078
Pump Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Streetlights	994	994	994	1,065	1,065	1,065	1,065	1,065	-	-	-	-	8,309
Streetlight Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigation Repairs	3,631	2,761	842	2,460	2,348	635	738	-	-	-	-	-	13,415
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Reclaim Water	2,374	4,009	4,919	4,081	3,672	2,810	2,943	6,446	-	-	-	-	31,255
Storm Cleanup	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve	-	-	-	-	-	158,079	-	-	-	-	-	-	158,079
Subtotal Grounds Maintenance	\$ 33,695	\$ 27,227	\$ 28,057	\$ 26,350	\$ 39,117	\$ 181,053	\$ 23,593	\$ 27,667	\$ -	\$ -	\$ -	\$ -	\$ 386,760
Total Operations & Maintenance	\$ 93,963	\$ 55,084	\$ 56,862	\$ 51,890	\$ 72,658	\$ 221,955	\$ 52,582	\$ 48,561	\$ -	\$ -	\$ -	\$ -	\$ 653,554
Total Expenditures	\$ 126,018	\$ 63,854	\$ 66,666	\$ 70,764	\$ 83,092	\$ 230,414	\$ 60,995	\$ 56,218	\$ -	\$ -	\$ -	\$ -	\$ 758,022
Excess (Deficiency) of Revenues over Expenditures	\$ (124,782)	\$ 6	\$ 61,025	\$ 610,590	\$ 118,645	\$ (218,834)	\$ (48,349)	\$ (54,596)	\$ -	\$ -	\$ -	\$ -	\$ 343,704
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (124,782)	\$ 6	\$ 61,025	\$ 610,590	\$ 118,645	\$ (218,834)	\$ (48,349)	\$ (54,596)	\$ -	\$ -	\$ -	\$ -	\$ 343,704

Bannon Lakes
Community Development District
Debt Service Fund Series 2016
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 740,176	\$ 740,176	\$ 738,830	\$ (1,346)
Interest Income	30,000	20,000	21,930	1,930
Total Revenues	\$ 770,176	\$ 760,176	\$ 760,760	\$ 584
Expenditures:				
Interest - 11/01	\$ 254,050	\$ 254,050	\$ 254,050	\$ -
Principal - 11/01	230,000	230,000	230,000	-
Special Call - 11/01	-	-	25,000	(25,000)
Interest - 5/01	248,875	248,875	248,250	625
Special Call - 5/01	-	-	10,000	(10,000)
Total Expenditures	\$ 732,925	\$ 732,925	\$ 767,300	\$ (34,375)
Excess (Deficiency) of Revenues over Expenditures	\$ 37,251	\$ 27,251	\$ (6,540)	\$ 34,959
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 37,251	\$ 27,251	\$ (6,540)	\$ 34,959
Fund Balance - Beginning	\$ 660,772		\$ 1,066,682	
Fund Balance - Ending	\$ 698,023		\$ 1,060,142	

Bannon Lakes
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 416,052	\$ 416,052	\$ 416,247	\$ 195
Interest Income	15,000	10,000	10,619	619
Total Revenues	\$ 431,052	\$ 426,052	\$ 426,866	\$ 814
Expenditures:				
Interest - 11/01	\$ 124,138	\$ 124,138	\$ 124,138	\$ -
Special Call - 11/01	-	-	5,000	(5,000)
Principal - 5/01	165,000	165,000	165,000	-
Interest - 5/01	124,138	124,138	124,050	88
Special Call - 5/01	-	-	10,000	(10,000)
Total Expenditures	\$ 413,275	\$ 413,275	\$ 428,188	\$ (14,913)
Excess (Deficiency) of Revenues over Expenditures	\$ 17,777	\$ 12,777	\$ (1,321)	\$ 15,727
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 17,777	\$ 12,777	\$ (1,321)	\$ 15,727
Fund Balance - Beginning	\$ 198,003		\$ 412,316	
Fund Balance - Ending	\$ 215,781		\$ 410,994	

Bannon Lakes
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 520,023	\$ 520,023	\$ 518,503	(1,520)
Special Assessments - Direct	-	-	-	-
Special Assessments -Prepayments	-	-	-	-
Interest Income	15,000	10,000	12,482	2,482
Total Revenues	\$ 535,023	\$ 530,023	\$ 530,986	\$ 962
Expenditures:				
Interest - 11/01	\$ 168,859	\$ 168,859	\$ 168,859	\$ -
Special Call - 11/01	-	-	5,000	(5,000)
Principal - 5/01	180,000	180,000	180,000	-
Interest - 5/01	168,859	168,859	168,759	100
Total Expenditures	\$ 517,719	\$ 517,719	\$ 522,619	\$ (4,900)
Excess (Deficiency) of Revenues over Expenditures	\$ 17,305	\$ 12,305	\$ 8,367	\$ 5,862
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 17,305	\$ 12,305	\$ 8,367	\$ 5,862
Fund Balance - Beginning	\$ 226,230		\$ 491,486	
Fund Balance - Ending	\$ 243,535		\$ 499,853	

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 May 31, 2026

	Series	Series
	2021	2022
Revenues		
Interest Income	\$ 743	\$ 20,917
Total Revenues	\$ 743	\$ 20,917
Expenditures:		
Capital Outlay	\$ 15,400	\$ 75,825
Total Expenditures	\$ 15,400	\$ 75,825
Excess (Deficiency) of Revenues over Expenditures	\$ (14,657)	\$ (54,908)
Other Financing Sources/(Uses)		
Transfer In/(Out)	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -
Net Change in Fund Balance	\$ (14,657)	\$ (54,908)
Fund Balance - Beginning	\$ 34,593	\$ 898,707
Fund Balance - Ending	\$ 19,936	\$ 843,800

Bannon Lakes
Community Development District
Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues				
Capital Reserve Transfer In	\$ 158,079	\$ 158,079	\$ 158,079	\$ -
Interest	2,500	1,667	1,386	(281)
Roof Warranty Proceeds	-	-	111,433	
Total Revenues	\$ 160,579	\$ 159,746	\$ 270,898	\$ (281)
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	10,000	-	-	-
Roof Replacement	80,000	48,021	48,021	-
Other Service Charges	840	560	568	(8)
Total Expenditures	\$ 90,840	\$ 48,581	\$ 48,589	\$ (8)
Excess (Deficiency) of Revenues over Expenditures	\$ 69,739		\$ 222,309	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 69,739		\$ 222,309	
Fund Balance - Beginning	\$ 34,977		\$ 26,630	
Fund Balance - Ending	\$ 104,716		\$ 248,938	

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	\$369,500
Reserve Fund Balance	369,500
 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)
Less: May 1, 2025 (Prepayment)	(\$5,000)
Less: November 1, 2025	(\$230,000)
Less: November 1, 2025 (Prepayment)	(\$25,000)
Less: May 1, 2026 (Prepayment)	(\$10,000)
Current Bonds Outstanding	\$9,920,000

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	\$206,806
Reserve Fund Balance	206,806
 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)
Less: May 1, 2025	(\$160,000)
Less: May 1, 2025 (Prepayment)	(\$5,000)
Less: November 1, 2025 (Prepayment)	(\$5,000)
Less: May 1, 2026	(\$165,000)
Less: May 1, 2026 (Prepayment)	(\$10,000)
Current Bonds Outstanding	\$6,605,000

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	\$259,300
Reserve Fund Balance	259,400
 Bonds Outstanding - 2/25/22	 \$9,135,000
Less: May 1, 2024	(\$170,000)
Less: May 1, 2024 (Prepayment)	(\$60,000)
Less: May 1, 2025	(\$175,000)
Less: May 1, 2025 (Prepayment)	(\$5,000)
Less: November 1, 2025 (Prepayment)	(\$5,000)
Less: May 1, 2026	(\$180,000)
Less: May 1, 2026 (Prepayment)	
Current Bonds Outstanding	\$8,540,000

Total Bonds Outstanding	\$25,065,000
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B.

Bannon Lakes Community Development District

FY26 Assessment Receipts

ASSESSED TO	# Units	SERIES 2016 DEBT SERVICE ASMNT	SERIES 2021 DEBT SERVICE ASMNT	SERIES 2022 DEBT SERVICE ASMNT	O&M ASMNT	TOTAL ASMTS
TAX ROLL ASSESSED	986	738,484.29	416,052.05	518,260.67	1,089,786.08	2,762,583.09

DUE / RECEIVED	BALANCE DUE	SERIES 2016 DEBT SERVICE RECEIVED	SERIES 2021 DEBT SERVICE RECEIVED	SERIES 2022 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL RECEIPTS	(14,379.80)	742,328.26	418,217.67	520,958.32	1,095,458.66	2,776,962.89

TAX ROLL RECEIPTS

ST JOHNS COUNTY DISTRIBUTION	DATE	SERIES 2016 DEBT SERVICE RECEIVED	SERIES 2021 DEBT SERVICE RECEIVED	SERIES 2022 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/04/25	3,670.91	2,068.14	2,576.21	5,417.20	13,732.46
2	11/20/25	14,320.13	8,067.77	10,049.72	21,132.30	53,569.92
3	11/24/25	25,101.69	14,141.95	17,616.11	37,042.74	93,902.49
4	12/17/25	46,126.32	25,986.94	32,370.98	68,068.91	172,553.15
5	12/24/25	39,849.82	22,450.85	27,966.19	58,806.65	149,073.51
6	01/14/26	459,606.35	258,936.00	322,547.01	678,244.09	1,719,333.45
INTEREST 1	01/26/26	1,609.02	906.50	1,129.20	2,374.45	6,019.17
7	02/20/26	135,292.82	76,222.14	94,947.10	199,652.49	506,114.55
8	03/16/26	6,090.40	3,431.25	4,274.18	8,987.64	22,783.47
INTEREST 2	04/09/26	648.92	365.60	455.41	957.62	2,427.55
9	04/24/26	6,513.59	3,669.67	4,571.17	9,612.15	24,366.59
10	06/19/26	2,427.02	1,367.35	1,703.26	3,581.57	9,079.21
11	07/01/26	1,071.24	603.52	751.78	1,580.83	4,007.37
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		742,328.26	418,217.67	520,958.32	1,095,458.66	2,776,962.89

PERCENT COLLECTED TAX ROLL	100.52%	100.52%	100.52%	100.52%	100.52%
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**Commercial Revenue included in tax roll.

C.

Bannon Lakes
Community Development District
Check Run Summary

Date	Check Numbers	Amount	Amount
General Fund			
5/5/26	2044-2051	\$4,180.95	
5/12/26	2052-2058	38,956.70	
5/26/26	2059-2061	8,602.05	
Total General Fund Checks			\$51,739.70
Autopayments			
5/4/26	SJC RollKall	\$409.50	
5/6/26	AT&T	\$74.90	
5/7/26	Republic Services	423.64	
5/19/26	SJCUD	7,290.69	
5/19/26	AT&T	242.92	
5/20/26	SJC RollKall	409.50	
5/20/26	IRS FICA Payment	153.00	
5/27/26	FPL	2,932.43	
5/27/26	SJC RollKall	614.25	
5/28/26	Fl Dept of Health - Pool Permit	350.35	
5/28/26	WF CC Payment - J. Johnson	569.81	
5/28/26	WF CC Payment - E. Wright	827.11	
Total Paid Electronically			\$14,298.10
Total Paid Checks and Electronically			\$66,037.80

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
5/05/26	00040	4/14/26 14	202604 310-51300-49000		*	100.00	
		AMORT SE2016 PREPAY \$10K					
		4/14/26 14	202604 310-51300-49000		*	100.00	
		AMORT SE2021 PREPAY \$10K					
				DISCLOSURE SERVICES LLC			200.00 002044
5/05/26	00122	5/01/26 768858	202605 320-57200-34500		*	574.59	
		VIDEO MONITORING - JUN26					
				HIDDEN EYES LLC			574.59 002045
5/05/26	00030	4/29/26 1228955	202604 320-57200-54500		*	160.00	
		APR PEST CONTROL					
		4/29/26 1228955	202604 320-57200-54500		*	100.00	
		APR RODENT CONTROL					
				FREEDOM PEST CONTROL			260.00 002046
5/05/26	00128	5/01/26 266218	202605 320-57200-45300		*	847.00	
		MAY JANITORIAL SERVICES					
				HIGH TECH COMMERCIAL CLEANING			847.00 002047
5/05/26	00017	5/01/26 369022B	202605 330-53800-46800		*	820.00	
		MAY LAKE MAINTENANCE					
				THE LAKE DOCTORS INC			820.00 002048
5/05/26	00074	5/01/26 38830	202605 320-57200-54510		*	249.00	
		WILDLIFE MANAGEMENT-MAY26					
				QUICK CATCH INC			249.00 002049
5/05/26	00062	4/30/26 0021831	202604 320-57200-60000		*	1,159.00	
		RPLED CONDENSER FAN MOTOR					
				THIGPEN HEATING AND COOLING INC.			1,159.00 002050
5/05/26	00136	4/30/26 7688815	202604 310-51300-48000		*	71.36	
		NOTICE OF MEETING-4/21/26					
				USA TODAY MEDIA CORP			71.36 002051
5/12/26	00044	6/06/26 06062026	202605 300-15500-10000		*	1,500.00	
		SUMMER EVENT KICK OFF-6/6					
				BOUNCERS SLIDES AND MORE INC			1,500.00 002052
5/12/26	00003	5/01/26 145	202605 310-51300-34000		*	4,831.17	
		MAY MANAGEMENT FEES					
		5/01/26 145	202605 310-51300-53000		*	117.92	
		MAY WEBSITE ADMIN					
		5/01/26 145	202605 310-51300-35100		*	176.92	
		MAY INFORMATION TECH					

BANL -BANNON LAKES- TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
		5/01/26 145	202605 310-51300-31600		*	835.75	
		MAY DISSEMINATION SVCS					
		5/01/26 145	202605 310-51300-51000		*	.54	
		OFFICE SUPPLIES					
		5/01/26 145	202605 310-51300-42000		*	95.50	
		POSTAGE					
		5/01/26 145	202605 310-51300-42500		*	42.90	
		COPIES					
		5/01/26 145	202605 310-51300-41000		*	29.85	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SRVCS LLC			6,130.55 002053
5/12/26 00013		4/30/26 1730	202604 330-53800-46400		*	738.48	
		IRRIGATION REPAIRS-APR26					
				LANDCARE GROUP INC			738.48 002054
5/12/26 00013		5/01/26 1712	202605 330-53800-46200		*	15,743.00	
		MAY LANDSCAPE MAINTENANCE					
				LANDCARE GROUP INC			15,743.00 002055
5/12/26 00013		5/08/26 1748	202605 330-57200-46210		*	3,377.00	
		PLANT INSTALLATION					
				LANDCARE GROUP INC			3,377.00 002056
5/12/26 00125		5/08/26 195157	202604 310-51300-31100		*	940.00	
		APR ENGINEERING SERVICES					
				MATTHEWS DESIGN GROUP LLC			940.00 002057
5/12/26 00014		5/01/26 290	202605 320-57200-45200		*	1,238.75	
		MAY POOL MAINTENANCE SVCS					
		5/01/26 290	202605 320-57200-46001		*	2,500.00	
		MAY FIELD OPS MANAGEMENT					
		5/01/26 290	202605 320-57200-34000		*	6,788.92	
		MAY FACILITY MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES INC			10,527.67 002058
5/26/26 00134		5/20/26 7937-05-	202605 310-51300-31200		*	450.00	
		SPL ASSMTS REV BDS SE2022					
				AMTEC CORP			450.00 002059
5/26/26 00126		5/13/26 100341	202605 330-53800-46100		*	216.00	
		PET WASTE BAGS/LINERS					
				DOODYCALLS OF JACKSONVILLE FL			216.00 002060
5/26/26 00014		5/14/26 291	202604 320-57200-45100		*	3,333.00	
		FACILITY MAINTENANCE-APR					

BANL -BANNON LAKES- TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
		5/14/26 291	202604 330-53800-46100		*	1,633.00	
		5/14/26 291	202604 320-57200-60000		*	2,970.05	
				RIVERSIDE MANAGEMENT SERVICES INC			7,936.05 002061
				TOTAL FOR BANK A		51,739.70	
				TOTAL FOR REGISTER		51,739.70	

BANL -BANNON LAKES- TLEE

1005 Bradford Way
Kingston, TN 37763

Date	Invoice #
4/14/2026	14

Bill To
Bannon Lakes CDD C/O GMS

By Tara Lee at 8:37 am, May 01, 2026

Terms	Due Date
Net 30	5/14/2026

Description	Amount
Amortization Schedule	100.00
Series 2016 5-1-26 Prepay \$10,000	
Amortization Schedule	100.00
Series 2021 5-1-26 Prepay \$10,000	

Total	\$200.00
Payments/Credits	\$0.00
Balance Due	\$200.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

Envera

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

Approved 5/4/26
Jeff Johnson
Security
1.320.57200.34500

Invoice	
Invoice Number	Date
768858	05/01/2026
Customer Number	Due Date
400558	06/01/2026

Page: 1

Customer Name	Customer Number	PO Number	Invoice Date	Due Date
Bannon Lakes CDD	400558		05/01/2026	06/01/2026

Quantity	Description	Months	Rate	Amount
3047 - CCTV - Bannon Lakes CDD - Bannon Lakes Blvd, Saint Augustine, FL				
1.00	Active Video Monitoring 06/01/2026 - 06/30/2026	1.00	\$206.00	\$206.00
1.00	Passive Standard Camera 06/01/2026 - 06/30/2026	1.00	\$128.75	\$128.75
1.00	Service & Maintenance 06/01/2026 - 06/30/2026	1.00	\$239.84	\$239.84
			Subtotal:	\$574.59
			Tax	\$0.00
			Payments/Credits Applied	\$0.00
			Invoice Balance Due:	\$574.59

RECEIVED
By Tara Lee at 8:53 am, May 04, 2026

Date	Invoice #	Description	Amount	Balance Due
5/1/2026	768858	Monitoring Services	\$574.59	\$574.59

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

Invoice	
Invoice Number	Date
768858	05/01/2026
Customer Number	Due Date
400558	06/01/2026

Net Due: \$574.59
Amount Enclosed: _____

Bannon Lakes CDD
C/O Governmental Mgmt Serv
475 W Town Pl., Ste 114
Saint Augustine, FL 32092

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: 1228955
DATE: 04/29/2026
ORDER: 1228955

Bill To: [106210]

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

Work

Location:

[106210] 904-907-1100

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
04/29/2026			2MARCUS	Marcus Lopez	01:59 PM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	04/29/2026		Lic:JE276424	04:10 PM

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 4/30/26
Jeff Johnson
Pest Control
1.320.57200.54500

AMOUNT DUE \$260.00

RECEIVED

By Tara Lee at 9:26 am, Apr 30, 2026



Invoice

Date

Invoice #

5/1/2026

266218

Bill To

Bannon Lakes CDD
Attn: Jeff Johnson
435 Bannon Lakes Blvd
St Augustine, FL 32095

Please Remit Payment To:

NewVenture of Jacksonville, Inc.
DBA High Tech Commercial Cleaning
8130 Baymeadows Circle W., #306
Jacksonville, FL 32256-1837

Questions about billing?

904-224-0770, 904-507-5020 fax, accounting@htccleaning.com

Questions about service?

Jacksonville area 904-732-7270 ~ Daytona area 386-760-2677

TERMS: NET 10

Quantity	Description	Rate	Amount
	FEE FOR JANITORIAL SERVICE: Month of May 2026 Bannon Lakes CDD 435 Bannon Lakes Blvd St Augustine, FL 32259 FL DR-14 85-8017166046C-0 Expires 01/31/2027 Billing on behalf of High Tech Commercial Cleaning franchisee, Everett Weatherspoon Approved 4/20/26 Jeff Johnson Janitorial Maintenance 1.320.57200.45300 RECEIVED By Tara Lee at 12:12 pm, Apr 20, 2026	847.00	847.00
Thank you for your business.		Total	\$847.00

MAKE CHECK PAYABLE TO:



Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

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

00000000116522001000000036902200000008200067

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ACCOUNT NUMBER	DATE	BALANCE
723475	5/1/2026	\$820.00

The Lake Doctors
Post Office Box 162134
Altamonte Springs, FL 32716

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 5/11/2026

Invoice 369022B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
5/1/2026	Water Management - Monthly		\$820.00	\$0.00	\$820.00

Please remit payment for this month's invoice.

Approved 5/1/26
Jeff Johnson
Lake Maintenance
1.330.53800.46800

RECEIVED**By Tara Lee at 9:01 am, May 01, 2026**

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

INVOICE

QUICK CATCH INC

12627 San Jose Blvd Suite 205
Jacksonville, FL 32223

admin@quick-catch.com
+1 (904) 859-6585
www.quick-catch.com



Bill to

Bridge Bay at Bannon Lakes c/o Bannon
Lakes CDD
2695 Dobbs Road St. Augustine, FL 32086

Ship to

Bridge Bay at Bannon Lakes c/o Bannon
Lakes CDD
2695 Dobbs Road St. Augustine, FL 32086

Invoice details

Invoice no.: 38830
Terms: Net 14
Invoice date: 05/01/2026
Due date: 05/15/2026

P.O. Number: OSKX

RECEIVED

By Tara Lee at 8:42 am, May 01, 2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		WILDLIFE MANAGEMENT	-Continuous hog removal program to include use of traps, archery equipment, and discreet suppressed rifle use (when needed) -Deer management program (only during deer season Sept 19th-Jan 24th) discreet removal of excess deer to maintain proper herd health using archery equipment -Misc. non target animal trapping when interfering with our bait/trap sites -Any animal trapped under the management plan. There is a per animal removal fee \$95	1	\$249.00	\$249.00

Approved 5/1/26
Jeff Johnson
Nuisance Animal Control
1.320.57200.54510

Total

\$249.00

Ways to pay



Note to customer

Bridge Bay Sales Center
Terri Fawcett
23 Bridge Oak Lane
Saint Augustine, FL 32095

[View and pay](#)

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 : 0021831

Invoice Date :04/30/2026	Install Date :06/26/2017
Service Order :046851	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

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

Service Comments :

04/27/2026. By P.R. On arrival replaced condenser fan motor on LENNOX M/N 14HPX-048-230-21. S/N 1817B6555. Tested amps for 70/10 capacitor. Now weak on fan side. Replaced 70/10 capacitor. Fan amps 1.1. System back up and running.

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

See Over < 2 >

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 : 0021831

Bill To : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Invoice Date : 04/30/2026	Install Date : 06/26/2017
Service Order : 046851	Page : 2 of 2
Serviced At : 122663	
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904)660-3669	CSVC		DUE UPON RECEIPT
1	69W97 CONDENSER MOTOR 1/3 HP 825 RPM 230V		861.00	861.00
1	Commercial Environmental Fee		20.00	20.00
Total Parts for Unit				881.00
Qty	Description		Price	Extended
1	70 10 MFD DUAL CAPACITOR		278.00	278.00
Total Parts for Unit				278.00
Total Labor for Unit				0.00

Approved 5/1/26
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

RECEIVED

By Tara Lee at 2:00 pm, May 01, 2026

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

Materials:	1,159.00
Misc:	0.00
Trip Charge:	0.00
Labor:	0.00
Subtotal:	1159.00
Sales Tax:	0.00
Total:	1159.00 USD
Balance Due:	1159.00 USD



ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT # 764131	INV DATE 04/30/26
INVOICE # 0007688815	INVOICE PERIOD Apr 1- Apr 30, 2026	CURRENT INVOICE TOTAL \$71.36	
PREPAY (Memo Info) \$0.00	UNAPPLIED (included in amt due) \$0.00	TOTAL CASH AMT DUE* \$71.36	

BILLING ACCOUNT NAME AND ADDRESS Bannon Lakes Cdd - Gms 475 W Town Place, Ste 114 Saint Augustine, FL 32092	PAYMENT DUE DATE: MAY 31, 2026 Legal Entity: USA TODAY Media Corp. 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. All funds payable in US dollars.
BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@usatodayco.com	FEDERAL ID 47-2390983
Save A Tree! USA TODAY Co. is going paperless. Enjoy the convenience of accessing your billing information anytime and pay online. To avoid missing an invoice, sign up today by going to https://gcil.my.site.com/financialservicesportal/s/ .	

Date	Description	Amount
4/1/26	Balance Forward	\$68.64
4/13/26	PAYMENT - THANK YOU	-\$68.64

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
4/13/26	12178979	SAG St Augustine Record	April Meeting		\$71.36

RECEIVED
By Tara Lee at 11:16 am, May 04, 2026

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!	Total Cash Amount Due Service Fee 3.99% *Cash/Check/ACH Discount *Payment Amount by Cash/Check/ACH Payment Amount by Credit Card	\$71.36 \$2.85 -\$2.85 \$71.36 \$74.21
--	--	--

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT NUMBER 764131		INVOICE NUMBER 0007688815		AMOUNT PAID
CURRENT DUE \$71.36	30 DAYS PAST DUE \$0.00	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* \$71.36
REMITTANCE ADDRESS (Include Account# & Invoice# on check) USA TODAY Media Corp. PO Box 631244 Cincinnati, OH 45263-1244				TO PAY BY PHONE PLEASE CALL: 1-877-736-7612		TOTAL CREDIT CARD AMT DUE \$74.21
				To sign up for E-mailed invoices and online payments please go to https://gcil.my.site.com/financialservicesportal/s/		

00007641310000000000000076888150000713667176

USA TODAY CO.



PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Katelyn Beach
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:

SAG St Augustine Record 04/13/2026
SAG staugustine.com 04/13/2026

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 04/13/2026

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$71.36

Tax Amount: \$0.00

Payment Cost: \$71.36

Order No: 12178979

Customer No: 764131

of Copies:

1

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

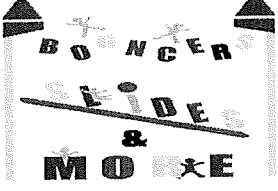
MARIAH VERHAGEN
Notary Public
State of Wisconsin

NOTICE OF MEETING BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Bannon Lakes Community Development District will hold a workshop on **Tuesday, April 21, 2026 at 5:00 p.m. at the Bannon Lakes Amenity Center 435 Bannon Lakes Blvd, St. Augustine, Florida 32092.** Immediately following will be with regular meeting of the Board of Supervisors. 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
Pub: April 13, 2026; #12178979

(Summer Kickoff) Special Event S
 1. 320.57200.49400
 Approved Emily Wright 5.7.2026

		Bouncers, Slides, and More Inc. 1915 Bluebonnet Way Fleming Island, FL 32003		Invoice		
				Date: June 6th, 2026 Invoice Number: 06062026.12		
<u>Name / Address</u> Attn: Emily Wright Bannan Lakes 435 Bannan Lakes Blvd. St Augustine, FL 32092 BannanManager@RMSNF.c		Additional Details:				
<u>Description</u>		<u>Quantity</u>	<u>Rate</u>	<u>Discount</u>	<u>Subtotal</u>	<u>Extended</u>
1	21' Wipeout Slide	1	\$375.00			\$1,500.00
2	16' Hurricane Slide	1	\$300.00			
3	15' Surf's Up Slide	1	\$275.00			
4	Foam Party (3 hrs.)	1	\$500.00			
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
Comments:		Subtotal				\$1,500.00
		Sales Tax (0.0%)				N/A
		Total				\$1,500.00

RECEIVED

By Tara Lee at 10:17 am, May 08, 2026

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

Invoice #: 145
Invoice Date: 5/1/26
Due Date: 5/1/26
Case:
P.O. Number:

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

Total	\$6,130.55
-------	------------

By Tara Lee at 10:10 am, May 08, 2026

Payments/Credits	\$0.00
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Balance Due	\$6,130.55
-------------	------------



35 Enterprise Drive
Bunnell, FL 32110

INVOICE

Invoice Batch Number 1730
Invoice Date 04/30/26
Payment Terms Net 30
PO Number
Sales Rep David Jackson

Bill To

Bannon Lakes CDD
435 Bannon Lakes Blvd.
St. Augustine, FL 32095

Approved 5/8/26
Jeff Johnson
Irrigation Repairs
1.330.53800.46400

Description	Qty / UOM		Rate	Ext. Price	Amount
Service Location: Bannon Lakes CDD					
Irrigation system repairs.					
Irrigation Maintenance #1					
April 6, 2026					
Repaired 2 heads zone 32					
Scott Martin 04/06/2026 10:57 AM					
Billable Irrigation - 04/06/2026					
Labor - 04/06/26	3.47	Hrs	\$45.00	\$156.15	
Rain Bird 1806 Spray Body NSI 6 in. Pop Up No Side Inlet (Material)	1.00	ea	\$5.32	\$5.32	
Hunter MP Rotator MP2000 Nozzle 13 ft. - 21 ft. Radius 90 Degree - 210 Degree 13 ft. - 21 ft. 90 Degree - 210 Degree (Material)	2.00	ea	\$8.11	\$16.21	
Irrigation system repairs.					
Irrigation repairs					
Rowan Graham 04/20/2026 1:31 PM					
Billable Irrigation - 04/20/2026					
Labor - 04/20/26	2.12	Hrs	\$45.00	\$95.40	
Sch 40 PVC Cap 1/2 in. Socket (Material)	1.00	ea	\$0.48	\$0.48	
Rain Bird 1806 Spray Body NSI 6 in. Pop Up No Side Inlet (Material)	2.00	ea	\$5.32	\$10.64	
Hunter MP Rotator MP2000 Nozzle 13 ft. - 21 ft. Radius 90 Degree - 210 Degree 13 ft. - 21 ft. 90 Degree - 210 Degree (Material)	1.00	ea	\$8.11	\$8.11	
Rain Bird Nozzle Half Circle 10 ft. 180 Degree (Material)	1.00	ea	\$1.40	\$1.40	

Irrigation system repairs.				
Billable Irrigation - 04/23/2026				
Labor - 04/23/26	5.63 Hrs	\$45.00	\$253.35	
Rusco Poly Riser Extension 1/2 in. x 4 in. MIPT x FIPT (Material)	1.00 ea	\$0.66	\$0.66	
Hunter MP Rotator 1000 Nozzle 8 ft. - 15 ft. 210 Degree - 270 Degree (Material)	1.00 ea	\$8.11	\$8.11	
Rain Bird 1806 Spray Body NSI 6 in. Pop Up No Side Inlet (Material)	11.00 ea	\$5.32	\$58.52	
Hunter MP Rotator MP3000 Nozzle 22 ft. - 30 ft. 90 Degree - 210 Degree (Material)	3.00 ea	\$8.11	\$24.32	
Hunter MP Rotator MP2000 Nozzle 13 ft. - 21 ft. Radius 90 Degree - 210 Degree 13 ft. - 21 ft. 90 Degree - 210 Degree (Material)	10.00 ea	\$8.11	\$81.06	
Rain Bird 5004 Part-Circle Non-Potable Rotor 4 in. Riser (Material)	1.00 ea	\$18.75	\$18.75	
Total for Bannon Lakes CDD				\$738.48
RECEIVED <i>By Tara Lee at 10:15 am, May 08, 2026</i>		Invoice Subtotal:		\$738.48
		Sales Tax:		\$0.00
		Invoice Total:		\$738.48
		Credits/Payments:		\$0.00
		Balance Due:		\$738.48



35 Enterprise Drive
Bunnell, FL 32110

INVOICE

Invoice Number 1712
Invoice Date 05/01/26
Payment Terms Net 30
PO Number
Sales Rep David Jackson

Bill To

Bannon Lakes CDD
Bannon Lakes CDD
435 Bannon Lakes Blvd.
St. Augustine, FL 32095

Property Address

Bannon Lakes CDD
435 Bannon Lakes Blvd.
St. Augustine, FL 32095

Description	Qty / UOM	Rate	Ext. Price	Amount
#376 - Landscape Maintenance 2025 May 2026				\$15,743.00
Approved 5/1/26 Jeff Johnson Landscape Maintenance 1.330.53800.46200				

RECEIVED

By Tara Lee at 11:42 am, May 01, 2026

Subtotal:	\$15,743.00
Sales Tax:	\$0.00
Invoice Total:	\$15,743.00
Credits/Payments:	(\$0.00)
Balance Due:	\$15,743.00

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$16,393.00	\$0.00	\$0.00	\$0.00	\$0.00



35 Enterprise Drive
Bunnell, FL 32110

INVOICE

Invoice Number 1748
Invoice Date 05/08/26
Payment Terms Net 30
PO Number
Sales Rep David Jackson

Bill To

Bannon Lakes CDD
Bannon Lakes CDD
435 Bannon Lakes Blvd.
St. Augustine, FL 32095

Property Address

Bannon Lakes CDD
435 Bannon Lakes Blvd.
St. Augustine, FL 32095

Description	Qty / UOM	Rate	Ext. Price	Amount
Replace freeze damaged Arboricala in round-a-bout with Jack Frost Ligustrum Plant Installation - 05/04/2026 Approved 5/8/26 Jeff Johnson Landscape Contingency 1.330.57200.46210				\$3,377.00

RECEIVED

By Tara Lee at 10:13 am, May 08, 2026

Subtotal:	\$3,377.00
Sales Tax:	\$0.00
Invoice Total:	\$3,377.00
Credits/Payments:	(\$0.00)
Balance Due:	\$3,377.00

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$19,858.48	\$0.00	\$0.00	\$0.00	\$0.00

Project Manager Ivan Lamos

Matthews | **DCCM**

Engineering - Architecture - Planning - Surveying

Bannon Lakes CDD Government Management Services
Bernadette Peregrino
475 West Town Place
St. Augustine, FL 32092

May 08, 2026

Invoice #

195157

Project 0000002619.0000 24264.00 - Bannon Lakes CDD

This invoice includes charges for tasks performed for your project, including:

- CDD Coordination
- Process Requisitions

Please call Ivan Lamos if you have any questions or concerns regarding your project.
For billing inquiries, please contact our Accounting Department.

Professional Services through April 30, 2026

Phase 0001 Engineering Services

	Hours	Rate	Amount	
Vice President of Production	.50	290.00	145.00	
Professional Engineer 1	4.00	180.00	720.00	
Project Coordinator 2	.75	100.00	75.00	
Total Labor				940.00
Total Due:				940.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	940.00	14,103.75	15,043.75
Totals	940.00	14,103.75	15,043.75

RECEIVED

By Tara Lee at 11:51 am, May 12, 2026

7 Waldo Street, St. Augustine, FL 32084 | 904.826.1334 | www.matthews.dccm.com

LICENSE #26535, LB8590, LA6666877

Invoices are due upon receipt.

Prompt payments are critical to keeping your project on schedule. Payments not received within 30 days of the invoice date are considered past due and all work and submittals will be placed on hold until payment is received along with finance charges of 18% annual accrued. We appreciate your business and cooperation with timely payments.

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

Invoice

Invoice #: 290
Invoice Date: 5/1/2026
Due Date: 5/1/2026
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 - May 2026		1,238.75	1,238.75
1.320.57200.46001 - Contract Administration - May 2026		2,500.00	2,500.00
1.320.57200.34000 - Facility Management - Bannon Lakes - May 2026		6,788.92	6,788.92
Alison Morsing 5-6-26			

RECEIVED

By Tara Lee at 8:32 am, May 07, 2026

Total \$10,527.67

Payments/Credits \$0.00

Balance Due \$10,527.67



AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane
Avon, CT 06001
(T) 860-321-7521
(F) 860-321-7581

www.amteccorp.com

Client: Bannon Lakes Community Development District
c/o Ms. Bernadette Peregrino
District Accountant
Governmental Management Services
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice No. 7937-05-26

Date: May 20, 2026

For Professional Services:

Issue	Service	Fee
\$9,135,000 Bannon Lakes Community Development District (St. Johns County, Florida), Special Assessment Revenue Bonds, Series 2022	Rebate Report & Opinion	\$450
Total		\$450

RECEIVED

By Tara Lee at 10:44 am, May 26, 2026

PLEASE UPDATE YOUR RECORDS TO REFLECT OUR NEW BANK / ACCOUNT NUMBER.

[REDACTED]

[REDACTED]

[REDACTED]

3948 3rd Street S, #442
Jacksonville Beach, FL 32250
904-832-4549

INSTRUCTIONS

CC:

SUBTOTAL		\$216.00
SALES TAX	0.0%	\$0.00
SHIPPING & HANDLING		
TOTAL DUE		\$216.00

Thank you for your business!

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

Invoice

Invoice #: 291
Invoice Date: 5/14/2026
Due Date: 5/14/2026
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 April 1 - April 30, 2026	176	45.00	7,920.00
Maintenance Supplies		16.05	18.05
Approved 5/14/26 Jeff Johnson Facility Maintenance 1.320.57200.45100 \$3333.00 Grounds Maintenance 1.330.53800.46100 \$1633.00 Repairs and Maintenance 1.320.57200.60000 \$2970.05 <i>Alison Mossing</i> 5-18-26			

Total \$7,936.05

Payments/Credits \$0.00

Balance Due \$7,936.05

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF APRIL 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/1/26	8	T.W.	Emergency equipment checked, cleaned fitness center windows, straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, raked cart park and playground, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles, checked pool water levels and chemicals
4/2/26	8	T.W.	Washed clubhouse windows, checked pool water levels and chemicals straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, walkways and courts, restocked the bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/3/26	8	T.W.	Pump house door hinges replaced, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles, raked cart park and playground
4/6/26	8	T.W.	Fixed damaged dog park fence, raked playground and cart park area, straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, checked pool water levels and chemicals, removed debris for roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/7/26	8	T.W.	Washed outside clubhouse windows, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, restocked fitness center and pool bathrooms, straightened and organized pool deck and patio furniture, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/8/26	8	T.W.	Replaced basketball hoop padding, fixed tennis court windscreens, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, raked the playground and cart park, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/9/26	8	T.W.	Worked on golf cart maintenance, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, restocked fitness center and pool bathrooms, straightened and organized pool deck and patio furniture, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF APRIL 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/10/26	8	T.W.	and restocked dog waste receptacles, checked pool water levels and chemicals Cleaned up ponds post storm, repaired tennis court windscreen, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, restocked bathrooms in fitness center and pool, checked pool water levels and chemicals, raked playground and cart park, removed debris from pond and street, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/13/26	8	T.W.	Straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, raked cart park and playground, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles, checked pool water levels and chemicals
4/14/26	8	T.W.	Painted tennis court entrance gates, relevelled area pot holes and washouts, readjusted maintenance entrance doors, straightened and organized pool deck and patio furniture, raked cart park and playground, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water level and chemicals, reset fitness center and clubhouse, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/15/26	8	T.W.	Fixed broken street light, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, raked playground and cart park, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/16/26	8	T.W.	Event field maintenance and blew leaves and debris off field, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, restocked fitness center and pool bathrooms, raked playground and cart park, checked pool water levels and chemicals, removed debris for roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/17/26	8	T.W.	Pressure washed courts and walkways, cleaned event field, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, restocked fitness center and pool bathrooms, raked playground and cart park, checked pool water levels and chemicals, removed debris for roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/20/26	8	T.W.	Removed deceased animal at pond five, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels chemicals, raked playground and cart park, restocked bathrooms at pool and fitness center, removed debris around pond and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/21/26	8	T.W.	Pressure washed tennis courts, adjusted dog park fence gate, blew leaves and

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF APRIL 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/22/26	8	T.W.	debris off parking lot, courts, walkways, pool deck and patio, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
4/22/26	8	T.W.	Pressure washed pool chairs, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, raked playground and cart park, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/23/26	8	T.W.	Pressure washed patio deck and furniture, blew leaves and debris off parking lot, courts, walkways, pool deck and patio, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, raked cart park and playground, restocked pool and fitness center bathrooms, checked pool water levels and chemicals, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/24/26	8	T.W.	Pressure washed pool deck and furniture, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, raked cart park and playground, restocked pool and fitness center bathrooms, checked pool water levels and chemicals, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles, blew leaves and debris off pool deck, patio, courts and walkways
4/27/26	8	T.W.	Fixed broken dog park fence, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, raked playground and cart park, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/28/26	8	T.W.	Amenity center sprayed with pest repellent, washed and organized pool deck and patio furniture, removed and remediated feces from the pool, blew leaves and debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, raked cart park and playground, restocked pool and fitness center bathrooms, checked pool water levels and chemicals, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/29/26	8	T.W.	Sprayed building for spiders, sprayed weed killer on pool deck, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, restocked fitness center and pool bathrooms, raked playground and cart park, checked pool water levels and chemicals, removed debris for roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
4/30/26	8	T.W.	Washed pool deck and furniture, checked pool water levels and chemicals, straightened and organized pool deck and patio furniture, blew leaves and

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF APRIL 2026

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
			debris off pool deck, patio, courts and walkways, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, raked cart park and playground, golf cart maintenance, removed debris from pond and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles
TOTAL	<u>176</u>		
MILES	<u>0</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-

MAINTENANCE BILLABLE PURCHASES

Period Ending 5/05/26

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL BANNON LAKES	4/14/26	Spray Paint	16.05	J.J.
TOTAL			<u>\$16.05</u>	