

Bannon Lakes

Community Development District

October 20, 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

October 13, 2026

Board of Supervisors
Bannon Lakes Community Development District

Dear Board Members:

The Bannon Lakes Community Development District Meeting is scheduled for **October 20, 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 September 15, 2026 Meeting
- IV. Landscape and Pond Maintenance Updates with The Greenery
 - A. Client Communications Report
 - B. Addendum to Landscape Maintenance Agreement Proposal
 - C. Consideration of Agreements:
 1. Pond Bank Restoration
 2. Cypress Tree Removal
- V. Discussion of:
 - A. Fitness Expansion Project
 - B. Pond Ownership
 - C. Trees on Pond Banks
- VI. Consideration of Fiscal Year 2027 Riverside Management Agreement for Facilities Management, Operations, and Staffing Services
- VII. Ratification of Requisitions for Series 2022 Special Assessment Revenue Bonds
 - A. No. 14

B. No. 15

C. No. 16

VIII. Staff Reports

A. Attorney

B. Engineer

C. District Manager - Fiscal Year 2026 Goals and Objectives Report

D. General Manager - Report

IX. Audience Comments

X. Supervisor's Requests

XI. Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending September 30, 2026

B. Assessment Receipt Schedule

C. Approval of Check Register

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

XIII. 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, **September 15, 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
Sandi Gehring
Thomas Cooper
John Ter Louw

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Matt Biagetti
Tucker Mackie *by phone*
Carl Allen *by phone*
Emily Wright
Jeff Johnson
Allen Flannery

District Manager, GMS
District Counsel, Kutak Rock
District Engineer
Amenity Manager, RMS
Operations Manager, RMS
The Greenery

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Biagetti opened the public comment period for agenda items only. There being no comments, the Board moved on to the next agenda item.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 18, 2026, Meeting

Mr. Sheldon presented the minutes of the August 18, 2026, meeting which were included in the agenda package.

On MOTION by Ms. Crenier, seconded by Mr. Ter Louw, with all in favor, the Minutes of the August 18, 2026, Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Landscape and Pond Maintenance Updates from The Greenery

A. Client Communications Report

Mr. Flannery provided an update on landscape maintenance and acknowledged recent issues with missed string trimming along several pond fences. Additional staff had been sent to address the missed areas, including Pond 4, and the representative advised that pond bank maintenance has been challenging due to wet conditions and safety concerns. Areas with rutting or damage will be evaluated and an action plan developed for repairs.

The Board discussed weed conditions at the dog park and options for improving the turf. The Greenery advised that the weeds could be treated without killing the existing sod and that the area could be treated in sections. The Board also discussed potentially resodding portions of the dog park and temporarily closing sections with construction or silt fencing to allow the new sod to become established. The Greenery was asked to evaluate the area and provide recommendations and associated costs.

The Board discussed overgrown areas along Duran Road and drainage concerns affecting the sidewalk. Staff advised that an emergency drainage measure had previously been implemented and that a proposal was being developed to reroute water from the affected area.

Discussion followed regarding algae/mold and vegetation along a fence believed to be owned by the South Shore HOA. Staff advised that the CDD should not maintain or clean property belonging to the HOA without an agreement. Staff will communicate with the HOA regarding maintenance of the fence. The Board also discussed the possibility of installing landscaping on CDD property to screen the fence and reduce future maintenance concerns.

B. Irrigation System Checkup

The irrigation system checkup was included in the agenda package. It was noted that the report was provided primarily for the Board's information regarding the routine checks and controls associated with the irrigation system. No additional action was taken.

C. Consideration of Proposals:**1. Brush Hog**

Mr. Johnson presented The Greenery's brush hog proposal for the area behind the property lines adjacent to the preserve. The current maintenance schedule provides for brush hogging approximately twice per year. The one-time proposal was approximately \$3,700. The Board discussed increasing the frequency of service, particularly during peak growing season, and incorporating the work into the regular landscape maintenance contract rather than continuing to address it as a separate project.

The Greenery advised that monthly service could be added to the contract for approximately \$4,709 annually, or \$392 per month, following completion of the initial brush hog work. The Board requested that The Greenery review the pricing and determine whether a more favorable rate could be provided for recurring service, potentially six times per year or on another appropriate schedule.

On MOTION by Ms. Gehring, seconded by Mr. Ter Louw, with all in favor, the Greenery Proposal for Ongoing Brush Hog Maintenance, Subject to Favorable Pricing and Staff Support, and Delegating the Chair to Approve and Execute an Amendment for Ongoing Brush Hog Maintenance, was approved.

2. Cypress Tree Removal

Mr. Flannery reviewed a proposal for the removal of cypress trees. He explained that the contractor would remove the trees, dispose of the debris, grind the stumps, and grind accessible cypress knees. Certain areas near fence lines may have limited access. The Board discussed anticipated irrigation repairs resulting from the work, as irrigation lines or heads could be damaged during removal.

The Board discussed the number of trees to be removed and noted that permission would be required before removing any tree located on private property. If permission is not received,

that tree will remain. The Board also discussed replacement trees and noted there would be flexibility regarding their placement.

On MOTION by Ms. Crenier, seconded by Mr. Ter Louw, with all in favor, the Greenery Proposal for Cypress Tree Removal in the Amount of \$10,047.49, was approved.

3. Event Lawn Bermuda Project

Mr. Flannery discussed the condition of the Bermuda grass at the event lawn. The Greenery advised that the turf appeared to have sustained damage from mole crickets, which had since been treated to stop the spread. While the Bermuda could potentially recover naturally, the recovery period could extend into mid-to-late spring. The Board also discussed existing weeds throughout the event lawn, treatment options, and whether reseeding or replacing the damaged turf would provide a quicker and more effective result.

Mr. Biagetti provided a financial update to assist the Board with its decision. Unaudited financials through August reflected an approximately \$20,000 positive variance in the landscape contingency. Staff also noted that approximately \$13,000 remained in the FY2026 tree removal budget and advised that the project could be completed within FY2026. The Board discussed applying its \$5,000 improvement credit from The Greenery toward the Bermuda replacement project. The Greenery advised that the current time of year was an appropriate window to complete the work and that the area could be restricted from use while the new turf became established.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, the Greenery Proposal for Replacement of the Bermuda Sod in the Event Field Utilizing the \$5,000 Enhancement Credit on \$5,084.15 from the Greenery, was approved.

4. IGP Berm Viburnum Enhancement

Mr. Johnson reviewed the IGP Berm Viburnum Enhancement proposal. He explained that the work is part of an ongoing effort to replace viburnum plants that have died over time. The proposed work includes removing dead shrubs, preparing the affected areas and installing seven-gallon viburnum to fill gaps along the berm.

The Board discussed the condition of the existing landscaping and whether the plant loss could be attributed to natural causes or traffic through the area. Staff advised that the cause could not be determined from a visual inspection. It was noted that the proposed seven-gallon plants would be approximately waist-high when installed and would provide a more substantial buffer for noise and privacy as they mature.

On MOTION by Mr. Cooper, seconded by Ms. Crenier, with all in favor, the Proposal for the IGP Berm Viburnum Enhancement in the Amount of \$2,174.66, was approved.

5. Pond Bank Bed Restoration Project

The Board reviewed the Pond Bank Restoration Project proposal for cleanup of the pine islands and planting areas surrounding the ponds. He explained that the areas had become heavily overgrown with weeds and that the proposed work would clean out the beds and restore them to their intended condition. It was noted that similar work has been performed annually and that the pricing was consistent with prior years.

The Board discussed improving ongoing maintenance to limit weed growth and reduce the need for extensive restoration in future years. The Board also requested that crews remain sensitive to wildlife and inspect the areas for active nests or other wildlife before performing the work. The contractor confirmed that these precautions would be communicated to the crews.

On MOTION by Ms. Crenier, seconded by Mr. Cooper, with all in favor, the Pond Bank Restoration Project Proposal in the Amount of \$10,703.64, was approved.

6. Tree Work – 136 Falcon Quest Lane

Mr. Johnson reviewed proposed tree work near 136 Falcon Quest Lane involving four dead trees located within the conservation easement. He advised that the trees had been identified through coordination with water management and that approval had been obtained to have the trees taken down. The trees are located on District property, and the cost would be paid from the District's available tree maintenance budget.

The Board discussed the potential safety risk posed by the dead trees, including the possibility of the trees falling onto a nearby home. It was noted that the work would consist of

cutting the trees and allowing them to remain within the conservation area rather than removing them.

The Board also asked staff to remain observant of similar potentially hazardous trees throughout the community and bring any concerns forward as they are identified.

On MOTION by Mr. Ter Louw, seconded by Ms. Crenier, with all in favor, the Tree Work at 136 Falcon Quest Lane in the Amount of \$1,350, was approved.

FIFTH ORDER OF BUSINESS

Discussion of:

A. Pond Ownership

Mr. Sheldon provided an update regarding the potential transfer of pond ownership and related water management infrastructure from the individual HOAs. He advised that discussions had been held with the St. Johns River Water Management District to better understand the responsibilities associated with a transfer. It was explained that the water management system includes not only the ponds, but also the associated underground infrastructure. The Water Management District provides regulatory oversight and inspections but does not assume responsibility for maintenance, repairs or associated costs.

Mr. Sheldon expressed concern regarding the financial and legal responsibility that could be placed on smaller HOAs if significant failures or blockages occurred within the system. The Board was encouraged to continue discussions with the individual HOAs regarding their responsibilities and potential options for transferring the systems to the District. Staff noted that previously prepared documents provide additional detail regarding the process and could be provided to HOA leadership. Counsel will also be available to assist with questions and ensure that any future transfers are completed and recorded appropriately.

An update was provided regarding upcoming HOA meetings. It was noted that one HOA has its annual meeting scheduled for October 8 and intends to place the transfer of its water management system to the CDD on the agenda for a vote. Orchard Grove and Sea Crest were also reported to be moving forward with the matter on their respective agendas. The status of Bridge Bay remained to be determined.

B. Trees on Pond Banks

Mr. Sheldon stated that the Board had previously discussed the trees located along the pond banks and had made the decision to move forward with the work.

C. Fitness Expansion Project

Mr. Biagetti provided an update on the Fitness Expansion Project, stating that staff had participated in calls with Wes and Michael Lucas and that the project remained on schedule. Staff is awaiting final items to be incorporated into the project manual before the RFP is distributed to contractors.

Mr. Biagetti recalled that the Board previously approved the RFP documents in substantial form and delegated authority to the Chair to finalize the process, including whether to proceed formally or informally. He stated that discussions were leaning toward an informal process while still generally following the formal process for notices and related procedures. One benefit of the informal process would be the elimination of protest rights for contractors or vendors during the bid process. Mr. Biagetti anticipated that the remaining documents would be finalized within the next week or two and then provided to the Chair before being distributed to contractors.

SIXTH ORDER OF BUSINESS**Consideration of:****A. Conveyance Tract 2A-4 and 2A-6**

Mr. Biagetti provided an update regarding the proposed conveyance of property from Pulte to the District. He noted that the item had been tabled at the previous meeting while Pulte and District staff continued reviewing ownership and maintenance responsibilities.

Mr. Biagetti explained that the District owns the pond located near the end of Bannon Lakes Parkway at the Preserve area, while the HOA owns tracts of land located in front of and behind the pond that are proposed to be conveyed to the District. Staff is continuing to evaluate what benefit the District would receive by accepting ownership of the property and will bring additional information back to the Board.

B. Non-Exclusive Easement Agreement for Access and Maintenance

The Board discussed the Non-Exclusive Easement Agreement and confirmed that the item would be tabled along with the related conveyance items. Mr. Sheldon noted that the agreement is

a public document and provides useful guidance regarding the pond ownership issue, including the division of maintenance and other responsibilities among the parties.

On MOTION by Mr. Ter Louw, seconded by Ms. Crenier, with all in favor, Consideration of 6A and 6B, and the Non-Exclusive Agreement for Access and Maintenance to be Tabled, was approved.

C. Lake Doctors Renewal

Mr. Johnson presented the Lake Doctors contract renewal for pond maintenance. Board members expressed satisfaction with the services provided and noted improvements in pond conditions over the past year. The renewal includes a \$25 monthly increase, from \$820 to \$845 per month.

On MOTION by Mr. Ter Louw, seconded by Ms. Gehring, with all in favor, the Lake Doctors Renewal for Fiscal Year 2027 in the Amount of \$845 Per Month, was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of Public Facilities Report

Mr. Sheldon stated that the Public Facilities Report provides a comprehensive description of the CDD and its responsibilities. The Board noted that the report could serve as a useful resource for HOA leadership and residents seeking information regarding the District's responsibilities and operations. It was also noted that the report is required to be prepared annually.

On MOTION by Mr. Ter Louw, seconded by Ms. Gehring, with all in favor, Accepting the Public Facilities Report, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Requisition No. 13 for Series 2022 Special Assessment Revenue Bonds

Mr. Biagetti reviewed the requisition presented for ratification relates to the use of available construction funds and has been reviewed by the District Engineer as an appropriate use of those funds. The requisition is payable to Basham & Lucas for services associated with the design process.

Mr. Biagetti noted that requisitions will continue to be presented as construction funds are utilized, providing transparency and a record of the expenditures. The requisition had already been executed and was presented for ratification.

On MOTION by Mr. Ter Louw, seconded by Ms. Gehring, with all in favor, Requisition No. 13 for Series 2022 Special Assessment Revenue Bonds, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Mackie stated that she had nothing specific to report to the Board and offered to answer any questions. She noted that any questions she was unable to address could be referred to Wes for follow-up outside of the meeting.

B. Engineer

Mr. Allen stated that he had nothing additional to report beyond the items discussed earlier in the meeting. He advised that drawings related to the ongoing project are expected to be provided within the next two weeks.

Mr. Allen also provided a brief overview of the Public Facilities Report, explaining that it identifies the District's existing public facilities, plans for the next seven years, anticipated replacements over the next ten years, expected completion dates for improvements or expansions, and anticipated future capacity or demand.

C. District Manager

Mr. Biagetti stated that he had nothing additional to report and offered to look into any questions or concerns from the Board.

D. General Manager – Report

Ms. Wright provided an update on recent and upcoming lifestyle events. She reported that Adult Bingo was held with a full house and was very well received. Due to the popularity of the event and a substantial waitlist, another holiday-themed Adult Bingo is planned for December, with consideration being given to expanding the event onto the back patio to accommodate additional residents.

Ms. Wright announced that a Blood Drive is scheduled for Saturday and noted that reservations are not required. A Vendor Village is scheduled for October 4, and a Fall Craft Day will be held October 17 featuring a children's pumpkin painting activity.

Mr. Johnson provided an update regarding the hog activity in Bridge Bay. He reported that three large hogs have been causing damage from rooting in the area and that traps were placed that day. Staff is actively addressing the issue and hopes to capture the hogs within the next several days.

The Board also requested an update regarding bicycles, scooters and other activity around the amenity area. Ms. Wright reported that the issues have decreased significantly, particularly since school resumed. She noted that the evening attendant's seasonal assignment concluded on Labor Day and that overall conditions have continued to improve.

TENTH ORDER OF BUSINESS

Audience Comments

Mr. Biagetti asked for any audience comments.

A resident raised concerns regarding the condition and maintenance of the Bermuda grass and asked whether preventative and corrective treatments would be used following replacement. Staff advised that treatment of the Bermuda grass is included in the plant health care program and noted that the current landscape contractor has only been servicing the property for approximately two months.

A resident asked for clarification regarding the proposed transfer of pond ownership to the CDD, specifically whether the HOA would remain responsible for maintaining the pond banks and who would be responsible for future dredging. Staff confirmed that, if ownership is transferred, the CDD would be responsible for the pond, including future dredging, while the HOA would continue to be responsible for mowing and maintaining the pond banks.

A resident raised concerns regarding landscaping along the lake and Duran Drive, including overgrown vegetation, weeds, drainage conditions and areas where grass has deteriorated. Mr. Johnson explained that improvements along Duran Drive would likely be completed in stages, with drainage issues addressed first. He stated that a drainage solution would need to be developed to stabilize the area before landscaping could be successfully restored and maintained. Staff also indicated that landscaping along the lake, including shrubs and trees, is part of the area scheduled to be addressed.

A resident asked for an update regarding the proposed bicycle parking area at the South Shore entrance. Mr. Johnson advised that staff had met with the South Shore HOA President, discussed possible locations for the bicycle rack and was currently obtaining proposals. It was also noted that the previous bicycle rack had been donated to South Shore when it was removed.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Sheldon reported receiving notice of new tenants moving into the commercial building on Duran Drive, including Goodwill. He asked about any potential relationship between the charitable organization and the District since the surrounding area includes CDD property. Staff also noted that additional businesses appear to be moving into the commercial space.

Mr. Biagetti advised that the District has been reviewing whether a slight adjustment may be appropriate for the commercial assessment methodology as the use of the commercial space becomes clearer. He noted that the commercial component represents a relatively small portion of the assessment structure and that the commercial tenants do not have access to the District's amenity facilities.

Mr. Sheldon also noted that Pulte is beginning a new construction project near Parkland Preserve. The Board discussed the possibility that clearing and development of the previously wooded area could result in increased wildlife activity within the surrounding communities.

TWELFTH ORDER OF BUSINESS

Financial Reports

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

Mr. Biagetti presented the unaudited financial statements through August 31, 2026, noting that September is the final month of the fiscal year and Fiscal Year 2027 begins October 1. He reported an overall positive variance of approximately \$68,000 between revenues and expenditures and stated that the District remains in good financial condition heading into the end of the fiscal year.

B. Assessment Receipt Schedules

Mr. Biagetti stated assessment receipt schedule shows that the CDD is 100.52% collected. Mr. Cooper also noted that he had previously discussed patrol expenses with the Sheriff's Office

after the District exceeded the budgeted amount. He reported that the increased budget for the upcoming fiscal year had been communicated and that recent patrol expenses had decreased.

C. Approval of Check Register

Mr. Biagetti presented the check register totaling \$65,889.24. Staff clarified that the agenda incorrectly identified it as the June check register. A motion was made to approve the check register.

On MOTION by Mr. Ter Louw, seconded by Ms. Gehring, with all in favor, the Check Register Totaling \$65,889.24, was approved.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – October 20, 2026, at 6:00 p.m. at Bannon Lakes Amenity Center

Mr. Biagetti announced that the next meeting was scheduled October 20, 2026, at 6:00 p.m. at the Bannon Lakes Amenity Center.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Mr. Biagetti asked for a motion to adjourn.

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FOURTH ORDER OF BUSINESS

A.

Dear Bannon Lakes CDD,

As part of our ongoing commitment to providing exceptional landscape maintenance services, I am pleased to provide our latest Client Communication Report. During my recent visit to your property, I was able to assess the following areas of recent accomplishment on your property.

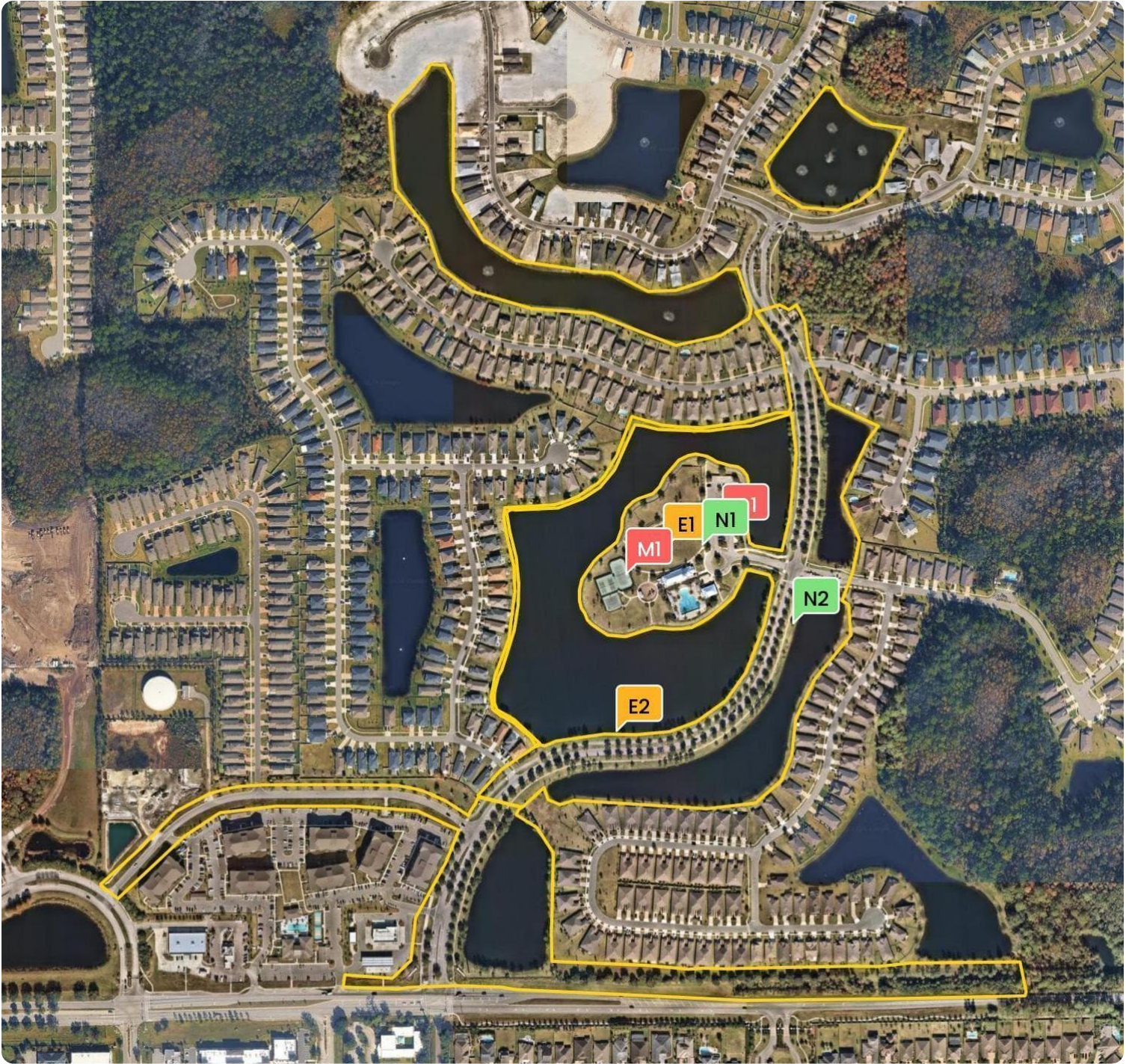
In this report, you will find a high-level overview of our recent accomplishments on your property, including the completion of specific projects and any notable highlights that showcase the beauty and health of your landscape. We also provide insights into ongoing tasks, giving you a clear picture of our continuous efforts to maintain and enhance your outdoor spaces.

Moreover, we have identified several opportunities that could further elevate the aesthetic and functional value of your property. These suggestions are carefully curated based on our expert assessment and your unique landscape needs, aiming to deliver the best possible outcomes for your environment.

As your trusted advisor, my goal is to ensure transparent and effective communication, offering you peace of mind that your landscape is in capable hands. Should you have any questions or wish to discuss any aspect of the report, please do not hesitate to reach out to me directly.

Thank you for your continued trust in our services. We look forward to working together to create and maintain a landscape that exceeds your expectations.

Warm regards,
William Allen Flannery, CRM



Client Communication Report

Bannon

Reported On:
October 09, 2026

Report By:
William Allen Flannery

Property Size:
51.07 Acres

Property Name:
Bannon Lakes CDD

Client Communication Report

MAINTENANCE ITEMS

1. While wet conditions were a challenge, we took advantage and trimmed around the tennis court area

RECOMMENDATIONS FOR PROPERTY ENHANCEMENTS

1. The Sod project for the event lawn at the amenity center has been completed. We plan to keep the field roped off during the establishment.
2. Our Enhancement team has begun cleaning the Pine Island ornamental beds and will continue this effort

NOTES TO OWNER/CLIENT

1. With the continued wet weather conditions, we are adjusting our field operations to focus on services that can be performed safely and effectively while protecting Turf conditions. At this time, we do not anticipate mowing activities taking place this week unless weather conditions improve significantly. In the meantime, our teams will remain active on property, focusing on a variety of maintenance and cleanup efforts, including Tree, lemon, branch, cleanup, shrub, and plant pruning, general debris, collection and removal, amenity area detailing and cleanup, blowing and Hardscape, cleanup, storm related cleanup, including drain, inspections and clearing, bed, maintenance, weed, and vine, removal and cleanup of dead plant material. While every properties needs may vary and not all services listed above will occur at every location, these activities will be the primary focus for our crews during this period. Our goal is to continue providing visible, productive service throughout the weather event, while maintaining the overall appearance and functionality of the community. As always, we will resume mowing operations as soon as site conditions allow.
2. Our production team continued more work on lifting reachable tree canopies

1. MAINTENANCE ITEM

Created On October 09, 2026 by William Allen Flannery

While wet conditions were a challenge, we took advantage and trimmed around the tennis court area



Note Attachments



1. RECOMMENDATIONS FOR PROPERTY ENHANCEMENT

Created On October 07, 2026 by William Allen Flannery

The Sod project for the event lawn at the amenity center has been completed. We plan to keep the field roped off during the establishment.



Note Attachments





2. RECOMMENDATIONS FOR PROPERTY ENHANCEMENT

Created On October 07, 2026 by William Allen Flannery

Our Enhancement team has begun cleaning the Pine Island
ornamental beds and will continue this effort



Note Attachments



1. NOTES TO OWNER/CLIENT

Created On October 07, 2026 by William Allen Flannery

With the continued wet weather conditions, we are adjusting our field operations to focus on services that can be performed safely and effectively while protecting Turf conditions. At this time, we do not anticipate mowing activities taking place this week unless weather conditions improve significantly.

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Tree, lemon, branch, cleanup, shrub, and plant pruning, general debris, collection and removal, amenity area detailing and cleanup, blowing and Hardscape, cleanup, storm related cleanup, including drain, inspections and clearing, bed, maintenance, weed, and vine, removal and cleanup of dead plant material.

While every properties needs may vary and not all services listed above will occur at every location, these activities will be the primary focus for our crews during this period.

Our goal is to continue providing visible, productive service throughout the weather event, while maintaining the overall appearance and functionality of the community. As always, we will resume mowing operations as soon as site conditions allow.



2. NOTES TO OWNER/CLIENT

Created On October 09, 2026 by William Allen Flannery

Our production team continued more work on lifting reachable tree canopies



Enhancing People’s Lives Through Beautiful Landscapes

B.



ADDENDUM to Purchase of Services Agreement

THIS ADDENDUM #1 is made and entered into as of the 8th day of September, 2026 between Bannan Lakes CDD and THE GREENERY, INC., ("Greenery").

WITNESSETH

WHEREAS, Bannan Lakes CDD contract and the Greenery executed a landscape maintenance agreement dated the 1st of August, 2026 for the landscape maintenance services.

WHEREAS, the parties desire to amend the Agreement in order to modify the cost of maintenance, scope of work and terms of monthly payment associated there with to the Agreement;

WHEREAS, the parties desire to amend the Agreement in order to modify the cost of maintenance, terms of monthly payment associated there with to the Agreement;

NOW, THEREFORE, for and in good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

ADDENDUM # 1:

EFFECTIVE DATE: September 1, 2026

1. Modification to Scope of Work:

- a. Include maintenance of the buffer at Beachnut Circle - Mow buffer - 1X per month

Addition of Cost to Contract

\$392/mo



 the greenery, inc. — EMPLOYEE OWNED —	Monthly\$	Annual \$
Original Contract Total	\$ 14,628.45	\$ 175,541.36
Addition of the Buffer - Mow 1X per month	\$ 392.00	
	\$ -	
New Contract Total	\$ 15,020.45	

(Signature)

(Print Name, title)

(date)

Melissa Brock, Director of Business Development
Director of Business Development

(date)

C.

1.

**AGREEMENT BETWEEN THE BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT AND THE GREENERY OF NORTH FLORIDA, INC.,
FOR POND BANK BED RESTORATION SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this 20 day of October 2026, by and between:

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

THE GREENERY OF NORTH FLORIDA, INC., a Florida corporation d/b/a The Greenery, Inc. whose mailing address is 1417 Avery Road, Fernandina Beach, Florida 32034 (“Contractor”, and together with District, “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (the “Act”), by ordinance adopted by St. Johns County, Florida; and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District has a need to retain an independent contractor to provide pond bank bed restoration services; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide pond bank bed restoration services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein (“Services”); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

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

SECTION 2. DUTIES. The District agrees to use Contractor to provide the Services in accordance with the terms of this Agreement. The duties, obligations, and responsibilities of the Contractor are described in **Exhibit A** hereto.

- A. Contractor shall provide pond bank bed restoration services, as described in **Exhibit A**. The Services shall include any effort specifically required by this Agreement and **Exhibit A** reasonably necessary to allow the District to receive the maximum benefit of all of the Services and items described herein and demonstrated in **Exhibit A**, including but not limited to, the repair, construction, installation, and all materials reasonably necessary. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.
- B. Services shall commence upon execution of this Agreement and be terminated upon completion of the described work, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with Section 13 herein.
- C. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- D. Contractor shall perform all Services in a neat and workmanlike manner. In the event the District in its sole determination, finds that the work of Contractor is not satisfactory to District, District shall have the right to immediately terminate this Agreement and will only be responsible for payment of work satisfactorily completed and for materials actually incorporated into the Services.
- E. Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.
- F. Contractor shall report directly to the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- G. Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. At completion of the Services, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up as provided herein, the District may do so and the cost thereof shall be charged to the Contractor.

SECTION 3. COMPENSATION, PAYMENT, AND RETAINAGE.

- A. The District shall pay Contractor Ten Thousand Seven Hundred Three Dollars and Sixty-Four Cents (\$10,703.64) for the Services as identified in **Exhibit A** attached hereto and incorporated herein by reference. District shall pay Contractor 50% of

the contract price after execution of this Agreement and 50% of the contract price upon completion of the Services. Contractor shall invoice the District for the Services pursuant to the terms of this Agreement. The District shall provide payment within forty-five (45) days of receipt of invoice or as otherwise provided for under the Local Government Prompt Payment Act, Sections 218.70 et seq., Fla. Stat. Such amounts include all materials and labor provided for in **Exhibit A** and all items, labor, materials, or otherwise, to provide the District the maximum benefits of the Services.

- B.** If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the parties and agreed to in writing.
- C.** The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

SECTION 4. INSURANCE.

- A.** The Contractor shall maintain throughout the term of this Agreement the following insurance:

 - (1)** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2)** Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:

 - (i)** Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.

- (3) Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.
 - (4) Automobile Liability Insurance for bodily injuries in limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 5. INDEMNIFICATION.

- A.** Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.
- B.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in

bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

SECTION 6. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 7. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 8. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 9. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 10. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to

the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 11. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 12. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 13. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 14. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 15. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 16. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 17. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 18. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of **Exhibit A** shall apply to this Agreement and **Exhibit A** shall not be incorporated herein, except that **Exhibit A** is applicable to the extent that it states the scope of services for the labor and materials to be provided under this Agreement.

SECTION 19. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

SECTION 20. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 21. NOTICES. All notices, requests, consents and other communications under this Agreement (“Notice” or “Notices”) shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District: Bannan Lakes Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor: The Greenery of North Florida, Inc.
1417 Avery Road
Fernandina Beach, Florida 32034
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 22. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 23. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St Johns County, Florida.

SECTION 24. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Matt Biagetti** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, MBIAGETTI@GMSNF.COM, AND 475 WEST TOWN PLACE, ST. AUGUSTINE, FLORIDA 32092.

SECTION 25. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 27. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.

SECTION 28. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

SECTION 29. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

SECTION 30. STATEMENT REGARDING CHAPTER 287 REQUIREMENTS. Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law ("Public Integrity Laws") apply to this Agreement:

- A. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
- B. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
- C. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;

- D. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
- E. Section 287.138, *Florida Statutes*, titled *Contracting with entities of foreign countries of concern prohibited*.

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“Prohibited Criteria”).

Contractor acknowledges that the District may terminate this Agreement if the Contractor is found to have met the Prohibited Criteria or violated the Public Integrity Laws.

Contractor certifies that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District. By entering into this Agreement, Contractor agrees that any renewal or extension of this Contract shall be deemed a recertification of such status.

SECTION 31. ANTI-HUMAN TRAFFICKING STATEMENT. The Contractor does not use coercion for labor or services as defined in Section 787.06, *Florida Statutes*, and the Contractor has complied, and agrees to comply, with the provisions of Section 787.06, *Florida Statutes*.

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

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Chairperson, Board of Supervisors

**THE GREENERY OF NORTH
FLORIDA INC., d/b/a THE GREENERY
INC.**

By: _____
Its: _____

Exhibit A: Scope of Services

Exhibit A

Work Order Proposal



Property Name: Bannon Lakes CDD
Address: 435 Bannon Lakes Blvd, Saint Augustine, FL 32095
Client Contact: Matthew Biagetti mbiagetti@gmsnf.com
Client Phone #: 904-540-5850 ext.413

Proposal Date: 8/14/2026
Proposal Work Order #: 94648
Prepared By: ALLEN FLANNERY

Pond Bank Bed Restoration Project

Bannon Lakes – Pond Bank Restoration & Bed Cleanup

Scope of Work:

- Restore pond bank planting areas that are included in the CDD contract scope ([see attached map for reference](#)) currently impacted by excessive weed growth and unwanted vegetation.
- Remove invasive and non-ornamental plant material from ornamental grass beds.
- Clean, redefine, and restore planting beds to improve overall appearance and health of the landscape.
- Selectively preserve desirable ornamental grasses while removing overgrown and unsightly vegetation.
- Collect, haul away, and properly dispose of all debris generated from the work.

Project Notes:

Due to the extent of overgrowth and bed deterioration, this restoration is estimated to require approximately five (5) working days to complete.

Pricing includes all labor, equipment, cleanup, hauling, and disposal of debris.

Objective: Restore the pond bank landscape to a clean, maintained condition while improving visibility, aesthetics, and the long-term sustainability of the ornamental grass areas.

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Site Prep, Debris Disposal, Amendments, Equipment & Clean-Up					\$10,703.64
Disposal/Refuse	1.00	LS	\$1,070.04	\$1,070.04	
Enhancement Labor	150.00	HR	\$64.22	\$9,633.60	

Total for Work Order #94648

\$10,703.64





TERMS & CONDITIONS

1. **Plant Guarantee.** The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.

2. **Exclusions.** Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.

3. **Deer.** Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.

4. **Tree Work.** Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.

5. **Utility Locates.** The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.

6. **Irrigation Pricing.** The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Any irrigation prices included in this bid are an estimation only.

7. **New Construction Irrigation Installation.** Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.

8. **Drainage.** Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.

9. **Access to Jobsite.** Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.

10. **Invoicing.** Client/Owner shall remit payment to Contractor upon receipt of invoice, unless Client/Owner is currently under an active Maintenance Contract, in which case payment terms shall follow the terms outlined in that agreement.

11. **Disclaimer.** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

12. **Promotional Clause.** The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all

claim to profits that may arise from use of images.

13. **Payment.** All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year) or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

14. A 50% deposit of the total project cost is required to initiate the work. Please refer to the work order number when making your payment. Upon receipt of the deposit, we will confirm the schedule and begin preparing for the installation.

15. The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

16. **Enhancement Installation Warranty** - The Greenery Inc. warrants that enhancement installations are completed in a manner appropriate to the scope of work, site conditions, and materials specified within the approved enhancement proposal. Plant material is warranted for thirty (30) days from the date of installation, and hardscape, irrigation modifications, and structural enhancements are warranted for ninety (90) days. Warranty coverage will continue while The Greenery Inc. remains the contracted maintenance provider for the property and is responsible for routine maintenance and irrigation oversight. This warranty applies to installation workmanship and plant viability under normal growing conditions and excludes losses resulting from extreme weather, water shortage, acts of nature, vandalism, improper irrigation or site conditions outside of The Greenery Inc.'s control, third-party activity, or interruption or cancellation of maintenance services. Warranted plant material, when applicable, will be replaced one (1) time from the original installation, with replacements scheduled during the appropriate planting season.

Property Name: Bannon Lakes CDD
Address: 435 Bannon Lakes Blvd, Saint Augustine, FL 32095
Client Contact: Matthew Biagetti mbiagetti@gmsnf.com
Client Phone #: 904-540-5850 ext.413

Proposal Date: 8/26/2026
Proposal Work Order #: 94908
Prepared By: ALLEN FLANNERY

Total: \$10,703.64
Deposit Amount (50%): \$5,351.82

2.

**AGREEMENT BETWEEN THE BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT AND THE GREENERY OF NORTH FLORIDA, INC.,
FOR TREE REMOVAL SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this 20 day of October 2026, by and between:

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

THE GREENERY OF NORTH FLORIDA, INC., a Florida corporation d/b/a The Greenery, Inc. whose mailing address is 1417 Avery Road, Fernandina Beach, Florida 32034 (“Contractor”, and together with District, “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (the “Act”), by ordinance adopted by St. Johns County, Florida; and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District has a need to retain an independent contractor to provide tree removal services; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide tree removal services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein (“Services”); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

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

SECTION 2. DUTIES. The District agrees to use Contractor to provide the Services in accordance with the terms of this Agreement. The duties, obligations, and responsibilities of the Contractor are described in **Exhibit A** hereto.

- A. Contractor shall provide tree removal services, as described in **Exhibit A**. The Services shall include any effort specifically required by this Agreement and **Exhibit A** reasonably necessary to allow the District to receive the maximum benefit of all of the Services and items described herein and demonstrated in **Exhibit A**, including but not limited to, the repair, construction, installation, and all materials reasonably necessary. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.
- B. Services shall commence upon execution of this Agreement and be terminated upon completion of the described work, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with Section 13 herein.
- C. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- D. Contractor shall perform all Services in a neat and workmanlike manner. In the event the District in its sole determination, finds that the work of Contractor is not satisfactory to District, District shall have the right to immediately terminate this Agreement and will only be responsible for payment of work satisfactorily completed and for materials actually incorporated into the Services.
- E. Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.
- F. Contractor shall report directly to the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- G. Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. At completion of the Services, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up as provided herein, the District may do so and the cost thereof shall be charged to the Contractor.

SECTION 3. COMPENSATION, PAYMENT, AND RETAINAGE.

- A. The District shall pay Contractor Ten Thousands Forty-Seven Dollars and Forty-Nine Cents (\$10,047.49) for the Services as identified in **Exhibit A** attached hereto and incorporated herein by reference. District shall pay Contractor 50% of the

contract price after execution of this Agreement and 50% of the contract price upon completion of the Services. Contractor shall invoice the District for the Services pursuant to the terms of this Agreement. The District shall provide payment within forty-five (45) days of receipt of invoice or as otherwise provided for under the Local Government Prompt Payment Act, Sections 218.70 et seq., Fla. Stat. Such amounts include all materials and labor provided for in **Exhibit A** and all items, labor, materials, or otherwise, to provide the District the maximum benefits of the Services.

- B.** If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the parties and agreed to in writing.
- C.** The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

SECTION 4. INSURANCE.

- A.** The Contractor shall maintain throughout the term of this Agreement the following insurance:

 - (1)** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2)** Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:

 - (i)** Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.

- (3) Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.
 - (4) Automobile Liability Insurance for bodily injuries in limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 5. INDEMNIFICATION.

- A.** Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.
- B.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in

bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

SECTION 6. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 7. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 8. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 9. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 10. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to

the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 11. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 12. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 13. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 14. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 15. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 16. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 17. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 18. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of **Exhibit A** shall apply to this Agreement and **Exhibit A** shall not be incorporated herein, except that **Exhibit A** is applicable to the extent that it states the scope of services for the labor and materials to be provided under this Agreement.

SECTION 19. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

SECTION 20. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 21. NOTICES. All notices, requests, consents and other communications under this Agreement (“Notice” or “Notices”) shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District: Bannan Lakes Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor: The Greenery of North Florida, Inc.
1417 Avery Road
Fernandina Beach, Florida 32034
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 22. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 23. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St Johns County, Florida.

SECTION 24. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Matt Biagetti** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, MBIAGETTI@GMSNF.COM, AND 475 WEST TOWN PLACE, ST. AUGUSTINE, FLORIDA 32092.

SECTION 25. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 27. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.

SECTION 28. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

SECTION 29. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

SECTION 30. STATEMENT REGARDING CHAPTER 287 REQUIREMENTS. Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law ("Public Integrity Laws") apply to this Agreement:

- A. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
- B. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
- C. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;
- D. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation*

*of the right to transact business with public entities; denial of economic benefits;
and*

- E.** *Section 287.138, Florida Statutes, titled Contracting with entities of foreign countries of concern prohibited.*

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“Prohibited Criteria”).

Contractor acknowledges that the District may terminate this Agreement if the Contractor is found to have met the Prohibited Criteria or violated the Public Integrity Laws.

Contractor certifies that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District. By entering into this Agreement, Contractor agrees that any renewal or extension of this Contract shall be deemed a recertification of such status.

SECTION 31. ANTI-HUMAN TRAFFICKING STATEMENT. The Contractor does not use coercion for labor or services as defined in Section 787.06, *Florida Statutes*, and the Contractor has complied, and agrees to comply, with the provisions of Section 787.06, *Florida Statutes*.

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

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Chairperson, Board of Supervisors

**THE GREENERY OF NORTH
FLORIDA INC., d/b/a THE GREENERY
INC.**

By: _____
Its: _____

Exhibit A: Scope of Services

Exhibit A

Work Order Proposal



Property Name: Bannon Lakes CDD
Address: 435 Bannon Lakes Blvd, Saint Augustine, FL 32095
Client Contact: Matthew Biagetti mbiagetti@gmsnf.com
Client Phone #: 904-540-5850 ext.413

Proposal Date: 8/26/2026
Proposal Work Order #: 94908
Prepared By: ALLEN FLANNERY

Cypress Tree Removal Project

Bannon Lakes CDD – Bald Cypress Tree Removal

The scope of work includes:

Grind stumps/level stump debris.
Grind cypress knees that are that are out side of tree rings.
Haul off tree debris

.*We will put down protective mats to help prevent as much lawn damage as possible*

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Cypress Tree Removal					\$10,047.49
Tree Removal				\$9,639.00	
Irrigation Flagging / Potential Repairs	3.00	HR	\$136.16	\$408.49	
Irrigation flagging includes labor and any breaks that occur during work performed.					
You will only be billed for what is used					
Total for Work Order #94908					\$10,047.49



TERMS & CONDITIONS

1. **Plant Guarantee.** The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.

2. **Exclusions.** Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.

3. **Deer.** Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.

4. **Tree Work.** Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.

5. **Utility Locates.** The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.

6. **Irrigation Pricing.** The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Any irrigation prices included in this bid are an estimation only.

7. **New Construction Irrigation Installation.** Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.

8. **Drainage.** Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.

9. **Access to Jobsite.** Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.

10. **Invoicing.** Client/Owner shall remit payment to Contractor upon receipt of invoice, unless Client/Owner is currently under an active Maintenance Contract, in which case payment terms shall follow the terms outlined in that agreement.

11. **Disclaimer.** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

12. **Promotional Clause.** The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all

claim to profits that may arise from use of images.

13. **Payment.** All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year) or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

14. A 50% deposit of the total project cost is required to initiate the work. Please refer to the work order number when making your payment. Upon receipt of the deposit, we will confirm the schedule and begin preparing for the installation.

15. The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

16. **Enhancement Installation Warranty** - The Greenery Inc. warrants that enhancement installations are completed in a manner appropriate to the scope of work, site conditions, and materials specified within the approved enhancement proposal. Plant material is warranted for thirty (30) days from the date of installation, and hardscape, irrigation modifications, and structural enhancements are warranted for ninety (90) days. Warranty coverage will continue while The Greenery Inc. remains the contracted maintenance provider for the property and is responsible for routine maintenance and irrigation oversight. This warranty applies to installation workmanship and plant viability under normal growing conditions and excludes losses resulting from extreme weather, water shortage, acts of nature, vandalism, improper irrigation or site conditions outside of The Greenery Inc.'s control, third-party activity, or interruption or cancellation of maintenance services. Warranted plant material, when applicable, will be replaced one (1) time from the original installation, with replacements scheduled during the appropriate planting season.

Property Name: Bannon Lakes CDD
Address: 435 Bannon Lakes Blvd, Saint Augustine, FL 32095
Client Contact: Matthew Biagetti mbiagetti@gmsnf.com
Client Phone #: 904-540-5850 ext.413

Proposal Date: 8/26/2026
Proposal Work Order #: 94908
Prepared By: ALLEN FLANNERY

Total: \$10,047.49
Deposit Amount (50%): \$5,023.74

SIXTH ORDER OF BUSINESS

**AGREEMENT BETWEEN RIVERSIDE MANAGEMENT SERVICES, INC.
AND BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
FOR FACILITIES MANAGEMENT, OPERATIONS, AND STAFFING SERVICES
[FISCAL YEAR 2026-2027]**

This Agreement (“Agreement”) is made and entered into this 30th day of September 2026 (“Execution Date”), and is effective as of the 1st day of October, 2026 (“Effective Date”), by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”); and

Riverside Management Services, Inc., a Florida corporation, with a mailing address of 50 Ellis Street, Suite 208, St. Augustine, Florida 32095 (“Contractor” or “RMS”, and together with the District, “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (“Act”), by ordinance adopted by St. Johns County, Florida; and

WHEREAS, the District owns, operates, and maintains certain amenity facilities (“Facilities”); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide facilities management and operation services, field operations management services, pool maintenance services, and facility attendant staffing services for the Facilities; and

WHEREAS, the Contractor submitted a proposal and represents that it is qualified to provide those services identified in **Exhibit A**, attached hereto and incorporated by reference herein (“Services”); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide facilities management and operation services, field operations management services, pool maintenance services, and facility attendant staffing services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in **Exhibit A**.

B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.

C. The Contractor shall provide the Services as shown in **Section 3** of this Agreement. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.

SECTION 3. SCOPE OF SERVICES. The Contractor will provide the materials, tools, skills, and labor necessary to perform the Services attached as **Exhibit A**. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

SECTION 4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform the Services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.

B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the

District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

(1) The District hereby designates the District Manager to act as its representative.

(2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

D. The Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. The Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

SECTION 5. COMPENSATION; PAYMENT TERMS.

A. Fees and Expenses:

- (1) The District shall pay the Contractor the following annual fees for the Services in accordance with Exhibit A:
- Facility Management Services: Eighty-Three Thousand Nine Hundred Eleven Dollars and No Cents (\$83,911.00) per year.
 - Field Operations Management Services: Thirty-One Thousand Five Hundred Dollars and No Cents (\$31,500.00) per year.
 - Pool Maintenance Services: Fifteen Thousand Six Hundred Eight Dollars and No Cents (\$15,608.00) per year.

The total annual fee for the foregoing fixed Services is One Hundred Thirty-One Thousand Nineteen Dollars and No Cents (\$131,019.00), which shall be invoiced and paid in equal monthly installments during the Fiscal Year.

- (2) Facility Attendant Services shall be provided on an as-needed basis and shall not exceed Nine Thousand Two Hundred Sixty-One Dollars and No Cents (\$9,261.00) annually, unless otherwise approved by the District. Such Services shall be invoiced monthly in arrears based upon actual Services performed in accordance with the rates set forth in **Exhibit B**.
- (3) Facility Night Attendant Services shall be provided on an as-needed basis and shall not exceed Sixteen Thousand Two Hundred Dollars and No Cents (\$16,200.00) annually, unless otherwise approved by the District. Such Services shall be invoiced monthly in arrears based upon actual Services performed in accordance with the rates set forth in **Exhibit B**.
- (4) Facility Maintenance and Repair Services shall be compensated at the hourly rate set forth in **Exhibit B**, plus reimbursable expenses, and shall be invoiced

monthly in arrears. General maintenance services shall be invoiced at Forty-Five Dollars and No Cents (\$45.00) per hour, together with any approved reimbursable expenses. Pressure washing services shall be provided based upon a separate proposal.

- (5) Out-of-pocket reimbursable expenses incurred by the Contractor in the performance of the Services shall be billed at the Contractor's standard rate or at cost, as indicated in **Exhibit B**, and itemized on the Contractor's monthly invoice to the District.
- (6) Unless otherwise specified by this Agreement, the Contractor will invoice the District for the Services as soon as may be practicable in advance of each month. Notwithstanding the foregoing, services that are variable in nature may be invoiced in arrears based on actual services performed. The fees for those services which are not being requested at the time this Agreement is approved will be provided to the District at such time as those services are required and requested by vote of the Board of Supervisors. All invoices shall be due and payable by the District within forty-five (45) days from the date of receipt of a correctly submitted invoice or as otherwise provided by the Prompt Payment Act, Chapter 218.70, Florida Statutes. Invoices not paid within forty-five (45) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.
- (7) Fees for the Services may be negotiated annually by the Parties. Any amendment to Service fees must comply with the amendment procedure in this Agreement.
- (8) In the event the District authorizes a requested change in the scope of Services, Contractor shall submit, in writing to the District, a request for a fee amendment corresponding to the change in Services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Agreement. Such amendment must be validly executed by the Parties before Contractor is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.

B. Payment Terms.

- (1) **Services.** Services will be billed monthly pursuant to the schedule shown in **Exhibit B**.
- (2) **Additional Services.** Additional Services, as such term is defined in **Exhibit B**, will either be billed monthly at the Contractor's proposed hourly rate or per occurrence, both as authorized by the District and negotiated by the Parties.

(3) Out-of-Pocket Expenses. Out-of-Pocket expenses not included under the Services of the Contractor will be billed monthly as incurred, subject to the \$1,000 (One Thousand Dollars) limitation set forth on **Exhibit B**.

(4) The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workers' Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

(5) Should the District desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

(6) The Contractor shall maintain records conforming to usual accounting practices. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide. The Contractor may cease performing services under this Agreement if any payment due hereunder is not paid within forty-five (45) days of the invoice date.

SECTION 6. INSURANCE.

A. The Contractor, at its own expense, shall maintain throughout the term of this Agreement the insurance coverage described in this Section, with limits of liability not less than those shown on the Certificate of Insurance attached as **Exhibit D**:

(1) Workers' Compensation Insurance in accordance with the laws of the State of Florida.

(2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards: Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.

(3) Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.

(4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

B. Except with respect to Professional Liability and Workers' Compensation insurance policies, the District, its staff, consultants, and supervisors shall be named as additional insured, on a primary non-contributory basis, on each insurance policy described above. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 7. INDEMNIFICATION.

A. Contractor Indemnification. The Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.

B. District Indemnification. To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, Florida Statutes), except to the extent caused by the negligence, reckless, and/or willful misconduct of the Contractor, the District agrees to indemnify, defend, and hold harmless the Contractor and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs,

and expenses, including attorney's fees, that Contractor may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Contractor may be entitled and shall continue after the Contractor has ceased to be engaged under this Agreement. In addition to any other conditions and/or limitations set forth herein, the District shall be obligated to indemnify Contractor only if such indemnification obligation is covered by the District's insurance.

C. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

SECTION 8. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 9. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 10. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 11. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in

equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 12. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 13. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 14. TERMINATION. Either Party may terminate this Agreement, with or without cause, by providing sixty (60) days' written notice of termination to the other Party. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 15. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 16. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 17. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 18. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of

the provisions of this Agreement.

SECTION 19. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 20. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement.

SECTION 21. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the Parties.

SECTION 22. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 23. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District: Bannan Lakes Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager, Matt Biagetti
MBiagetti@gmsnf.com

With a copy to: Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: Managing Partner, Jim Oliver
JOliver@gmsnf.com

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel, Wes Haber
Wesley.Haber@kutakrock.com

B. If to the Contractor: Riverside Management Services, Inc.
50 Ellis Street, Suite 208
St. Augustine, Florida 32095

Attn: President, Darrin Mossing
DMossing@gmstnn.com

With a copy to:

Riverside Management Services, Inc.
50 Ellis Street, Suite 208
St. Augustine, Florida 32095
Attn: Chief Operating Officer, Keith Nelson
KNelson@RMSNF.COM

And:

Riverside Management Services, Inc.
50 Ellis Street, Suite 208
St. Augustine, Florida 32095
Attn: Vice President, Alison Mossing
AMossing@gmstnn.com

And:

Riverside Management Services, Inc.
699 North Federal Highway, Suite 300
Fort Lauderdale, FL 33304
Attn: Kurt Zimmerman, Registered Agent
Kurt@zimmermanlaw.com

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 24. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 25. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St.

Johns County, Florida.

SECTION 26. COMPLIANCE WITH PUBLIC RECORDS LAWS. The Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. The Contractor acknowledges that the designated public records custodian for the District is District Manager, Marilee Giles (“Public Records Custodian”). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, INFO@GMSNF.COM WITH A COPY TO MBIAGETTI@GMSNF.COM, 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

SECTION 27. E-VERIFY REQUIREMENTS. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security’s E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

SECTION 28. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 29. ARM’S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 30. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

SECTION 31. COMPLIANCE WITH SECTION 20.055, *FLORIDA STATUTES*. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

SECTION 32. STATEMENT REGARDING CHAPTER 287 REQUIREMENTS. Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law (“Public Integrity Laws”) apply to this Agreement:

- A. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
- B. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
- C. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;
- D. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
- E. Section 287.138, *Florida Statutes*, titled *Contracting with entities of foreign countries of concern prohibited*.

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“Prohibited Criteria”).

Contractor acknowledges that the District may terminate this Agreement if the Contractor is found to have met the Prohibited Criteria or violated the Public Integrity Laws.

Contractor certifies that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District. By entering into this

Agreement, Contractor agrees that any renewal or extension of this Contract shall be deemed a recertification of such status.

SECTION 33. PROCUREMENT PROCEDURES BY CONTRACTOR. The Contractor's onsite representative for the District shall have the authority to make payment directly to vendors or make purchases for emergency or non-recurring services or goods necessary for budgeted items up to \$2,500 (Two Thousand Five Hundred Dollars) per purchase. All of Contractor's expenditures shall be in accordance with the District's Rules of Procedure and Florida law. To the extent feasible, Contractor shall take all necessary steps to ensure that any purchases are made on a tax-exempt basis. The District shall not reimburse Contractor until provided with a full accounting, including copies of any receipts, for any monies Contractor spent. Any purchases pursuant to this section that would require spending in excess of the applicable line-item amounts set forth in the annual operations and maintenance budget adopted by the District's Board and as may be amended from time to time ("O&M Budget") shall require prior approval from the Board. Contractor shall be responsible for payment of any purchases that are not supported by appropriate receipts, or other proof of payment mutually agreed upon by the Parties, or that are not approved as part of the O&M Budget or by the Board ("Reimbursement Amount"). Contractor shall pay the District an additional fee in the amount of ten (10) percent of the Reimbursement Amount in the event Contractor fails to reimburse the District within fifteen (15) days of receipt of notice from the District of unsupported purchases.

SECTION 34. TERM. The term of this Agreement shall be from October 1, 2026, through September 30, 2027, unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall automatically renew for additional one-year terms, unless terminated pursuant to its terms. The Contractor acknowledges that the prices of this Agreement are firm, and that the Contractor may change the prices only with the District's written consent, as evidenced by a vote of the District's Board of Supervisors. The District will consider price adjustments each twelve (12) month period to compensate for market conditions and the planned workload of the District to be performed during the next twelve (12) month period. Evidence of price or fee adjustments will be approved by the Board in its adopted or amended Fiscal Year Budget.

SECTION 35. ANTI-HUMAN TRAFFICKING REQUIREMENTS. Contractor certifies, by acceptance of this Agreement, that neither it nor its principals utilize coercion for labor or services as defined in Section 787.06, *Florida Statutes*. Contractor shall execute an affidavit, attached hereto as **Exhibit E** and incorporated herein, in compliance with Section 787.06(13), *Florida Statutes*.

[LEFT INTENTIONALLY BLANK, SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto execute this Agreement the day and year first written above.

Attest:

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary
Board Of Supervisors

By: _____

Print: _____

Print Name

Its: _____

Chairperson/Vice Chairperson,
Board of Supervisors

RIVERSIDE MANAGEMENT SERVICES, INC.

Witness

By: _____

Print: _____

Print Name of Witness

Its: _____

- Exhibit A:** Scope of Services
Exhibit B: Fee Schedule
Exhibit C: Proposal
Exhibit D: Certificates Of Insurance
Exhibit E: Anti-Human Trafficking Affidavit

Exhibit A
Scope of Services

STANDARD ON-GOING SERVICES (“SERVICES”): These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the Amenity Center management.

Description of Services
<u>Facility Management</u> • Greet residents entering the Amenity Center and address questions/concerns in a professional manner • Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage • Issue access cards to eligible residents after providing address verification and photo ID • Manage the facility rental process by handling resident inquiries, maintaining the schedule, and collecting deposits and rental payments • Communicate updates to residents via email blast and bulletin boards • Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness, and report any issues to the Field Operations Manager or District Manager • Plan and execute special events • Check pool chemicals daily and add to pool maintenance log • Coordinate and meet vendors on site for services • Attend monthly Board of Supervisors meetings and prepare Operations Reports for the agenda • Various other tasks assigned by management
<u>Facility Attendant</u> • Provide on-site weekend coverage of the Amenity Center during weekends from Memorial Day Weekend through Labor Day Weekend from 11 a.m. to 5 p.m. Saturday and Sunday. • Provide on-site coverage of the Amenity Center during Facility Manager PTO and for Special Event support • Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage • Issue access cards to eligible residents after providing address verification and photo ID • Assist with the facility rental process by handling resident inquiries, maintaining schedule, and collecting deposits and rental payments

Description of Services
• Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness, and report any issues to the Facility Manager • Check pool chemicals daily and add to pool maintenance log • Various other tasks assigned by management • Schedule (Budgeted 309 Hours): ○ Saturdays and Sundays, Memorial Day Weekend through Labor Day Weekend: 11 a.m. to 5 p.m. ○ Facility Manager PTO coverage, as needed ○ Special Event support, as needed
<u>Facility Night Attendant</u> • Provide on-site evening coverage of the Amenity Center from 5 p.m. to 10 p.m., seven (7) days per week, from Memorial Day Weekend through Labor Day Weekend. • Monitor resident use of amenity facilities and enforce amenity center policies • Verify age requirements for gym and pool usage • Clear the amenity center facility at closing • Conduct professional interactions with residents and report issues to the Facility Manager or to law enforcement • Notify Management of needed repairs and resident concerns • Restock bathroom and gym paper products as needed • Support management in all other duties • Schedule (Budgeted 540 Hours): ○ Memorial Day Weekend through Labor Day Weekend (108 days) ○ Seven (7) days per week ○ 5 p.m. to 10 p.m.
<u>Field Operations Management</u> • Monitor all Landscaping, Irrigation, and Wetland Contracts for compliance issues and meet with vendors on-site to resolve failures or disputes raised or identified. • Provide in-house expertise to provide vendor and staff oversight as it pertains to the maintenance of the District's landscaping, aquatics, and facilities. • Develop and manage Requests for Proposals to include attendance at pre-bid meetings, bid openings, and evaluation and recommendations to the Board.

Description of Services

- Once per month, the Operations Manager will conduct a walk-through with each major vendor. At a minimum, these vendors shall include the landscape maintenance vendor, aquatics vendor, and any other vendor as requested by the Board.
- All tasks and directives to the District's vendors shall be tracked and updated through an action item database specifically tailored to the District's needs.
- Schedule and meet with residents and the appropriate staff members and/or vendors to provide direction, assistance, and/or recommendations as appropriate in response to requests for information or assistance.
- Provide warning letters, cease and desist notices, and other appropriate communication in response to violations of rules and policies relating to conservation lands and applicable Water Management District compliance issues and community rule violations.
- Oversee the process of enforcement of parking rules and other directives as identified by the Board of Supervisors relating to the parks and other District lands.
- Schedule tasks for ongoing maintenance or repair of District lands and facilities and verify completion or progress. Use a web-based task management program and keep it current.
- Develop proposals and suggestions for improvements to the efficiency and/or quality of maintenance programs.
- Provide recommendations for annual budget and maintenance programs.
- Interface with vendors for repairs, billing, and payments and pre-approve certain invoices as needed.
- Provide a monthly update to the District Manager for inclusion in his management report to the Board.

Pool Maintenance

To maintain the general appearance and performance of the District-owned pool, to include:

- Test and balance pool water chemistry (chlorine, pH, alkalinity, and related parameters) in accordance with FL Code Chapter 64E-9 and NSPF-recommended standards.
- Vacuum, skim, and brush pool tile on a routine basis.
- Clean filters and inspect pool equipment for proper operation.
- Maintain required pool log sheets on-site documenting water testing and maintenance activity performed at each visit.
- Notify the Facility Manager/Field Operations Manager of any repair or replacement needs.
- Schedule:
 - April 15th to September 15th: Three (3) days per week
 - September 16th to April 14th: Two (2) days per week

Description of Services
Pool chemicals are not included in this proposal.
<u>Facility Maintenance</u> - Provide general maintenance and minor repair services for the Amenity Center, common areas, and other District-owned facilities - Coordinate small to medium-sized maintenance requests through the District Manager and/or Field Operations Manager, at the direction of the Board of Supervisors - To assist the Field Operations Manager on an as-needed basis - Pick up debris in and around all District-owned facilities, including walkways, fields, courts, entryways, roadways, pool deck, Amenity Center, and common areas - Replace trash can liners weekly throughout the District - Pressure wash the Amenity Facility as needed (based upon separate proposal) - Facility maintenance services are provided on an as-needed basis, as authorized by the District. Materials are billed at cost with no markup.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Exhibit B
Fee Schedule

STANDARD ON-GOING SERVICES (“SERVICES”): These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the Amenity Center management.

1. FACILITIES MANAGEMENT, OPERATIONS, AND STAFFING SERVICES:

Service Descriptions & Fee Schedule *	Fiscal Year '27 Fees
Facility Manager: ▪ The Facility Manager is an onsite full-time position. ▪ Annual Fee paid in equal monthly payments.	\$83,911
Field Operations Manager: ▪ The Field Operations Manager is an onsite part-time position. ▪ Monthly On-Site Inspections and Vendor Coordination. ▪ Annual Fee paid in equal monthly payments.	\$31,500
Pool Maintenance: ▪ Schedule: ○ April 15th to September 15th: Three (3) days per week ○ September 16th to April 14th: Two (2) days per week ▪ Pool chemicals are not included. ▪ Annual Fee paid in equal monthly payments.	\$15,608
Facility Attendant (Budgeted 309 Hours): ▪ The facility attendant position is an onsite part-time position. ▪ Schedule as set forth in Exhibit A. ▪ Invoices will be completed monthly based upon actual hours of service.	Not To Exceed \$9,261

Service Descriptions & Fee Schedule *	Fiscal Year '27 Fees
Facility Night Attendant (Budgeted 540 Hours): ▪ The facility night attendant position is an onsite part-time position. ▪ Schedule as set forth in Exhibit A. ▪ Invoices will be completed monthly based upon actual hours of service.	Not To Exceed \$16,200
Facility Maintenance and Repair Services: ▪ RMS has a comprehensive on-site and insured maintenance service for small to medium size projects which can be provided at the direction of the District Board Of Supervisors and/or the District Manager. ○ General maintenance services are invoiced at \$45.00 / Hour ○ Pressure washing services are provided based upon a separate proposal	Standard Hourly Rates Plus Reimbursable Expenses
Out of Pocket Reimbursable Expenses: ▪ Reimbursable expenses to be itemized on invoicing each month. ▪ Any amount exceeding \$1,000 will require written approval from the District Manager and/or Board of Supervisors.	At Standard Rate or Cost
Additional Services: ▪ All other requested items not specifically denoted in Exhibit A or Exhibit B will be subject to either a flat rate proposal or an hourly rate proposal to the District.	To Be Negotiated
* Fiscal Year Calendar: ▪ Fiscal Year 2027 represents dates between October 1st, 2026 to September 30th, 2027.	

2. ADDITIONAL SERVICES:

All other requested items not specifically denoted in **Exhibit A** or **Exhibit B** will be subject to either a flat rate proposal or an hourly rate proposal to the District.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Exhibit C Proposal



September 30th, 2026

Matt Biagetti, District Manager
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, Facility Attendant, Facility Night Attendant and Facility Maintenance Services

Dear Matt:

Please consider this proposal for Riverside Management Services, Inc. ("RMS") to continue providing the following services for the Bannon Lakes Community Development District starting 10/01/2026:

<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 hrs/yr.)	\$8,820	\$8,820	\$9,261
Facility Night Attendant (540 hrs/yr.)		\$9,660	\$16,200
Total	\$135,152	\$144,812	\$156,480

Facility Maintenance (Hourly)

\$45/Hour

\$45/Hour

The proposed fees for Facility Management, Field Operations Management, and Pool Maintenance reflect a cost-of-living increase. The ownership and management at RMS 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. If you have any questions or comments, please feel free to call me.

Sincerely,

Alison Mossing
Vice President

50 ELLIS STREET, SUITE 208 · ST. AUGUSTINE, FL 32095 · (904) 288-7667

[HTTPS://RIVERSIDEMGMTSVC.COM](https://riversidemgmtsvc.com)



Exhibit A

Scope of Services

Facility Management

- Greet residents entering the Amenity Center and address questions/concerns in a professional manner
- Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage
- Issue access cards to eligible residents after providing address verification and photo ID
- Manage the facility rental process by handling resident inquiries, maintaining the schedule, and collecting deposits and rental payments
- Communicate updates to residents via email blast and bulletin boards
- Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness, and report any issues to the Field Operations Manager or District Manager
- Plan and execute special events
- Check pool chemicals daily and add to pool maintenance log
- Coordinate and meet vendors on site for services
- Attend monthly Board of Supervisors meetings and prepare Operations Reports for the agenda
- Various other tasks assigned by management

Facility Attendant

- Provide on-site weekend coverage of the Amenity Center during weekends from Memorial Day Weekend through Labor Day Weekend from 11 a.m. to 5 p.m. Saturday and Sunday.
- Provide on-site coverage of the Amenity Center during Facility Manager PTO and for Special Event support
- Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage
- Issue access cards to eligible residents after providing address verification and photo ID
- Assist with the facility rental process by handling resident inquiries, maintaining schedule, and collecting deposits and rental payments
- Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness, and report any issues to the Facility Manager
- Check pool chemicals daily and add to pool maintenance log
- Various other tasks assigned by management

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- **Schedule (Budgeted 309 Hours):**

- Saturdays and Sundays, Memorial Day Weekend through Labor Day Weekend: 11 a.m. to 5 p.m.
- Facility Manager PTO coverage, as needed
- Special Event support, as needed

Facility Night Attendant

- Provide on-site evening coverage of the Amenity Center from 5 p.m. to 10 p.m., seven (7) days per week, from Memorial Day Weekend through Labor Day Weekend.
- Monitor resident use of amenity facilities and enforce amenity center policies
- Verify age requirements for gym and pool usage
- Clear the amenity center facility at closing
- Conduct professional interactions with residents and report issues to the Facility Manager or to law enforcement
- Notify Management of needed repairs and resident concerns
- Restock bathroom and gym paper products as needed
- Support management in all other duties
- **Schedule (Budgeted 540 Hours):**
 - Memorial Day Weekend through Labor Day Weekend (108 days)
 - Seven (7) days per week
 - 5 p.m. to 10 p.m.

Field Operations Management

- Monitor all Landscaping, Irrigation, and Wetland Contracts for compliance issues and meet with vendors on-site to resolve failures or disputes raised or identified.
- Provide in-house expertise to provide vendor and staff oversight as it pertains to the maintenance of the District's landscaping, aquatics, and facilities.
- Develop and manage Requests for Proposals to include attendance at pre-bid meetings, bid openings, and evaluation and recommendations to the Board.
- Once per month, the Operations Manager will conduct a walk-through with each major vendor. At a minimum, these vendors shall include the landscape maintenance vendor, aquatics vendor, and any other vendor as requested by the Board.
- All tasks and directives to the District's vendors shall be tracked and updated through an action item database specifically tailored to the District's needs.
- Schedule and meet with residents and the appropriate staff members and/or vendors to provide direction, assistance, and/or recommendations as appropriate in response to requests for information or assistance.

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- Provide warning letters, cease and desist notices, and other appropriate communication in response to violations of rules and policies relating to conservation lands and applicable Water Management District compliance issues and community rule violations.
- Oversee the process of enforcement of parking rules and other directives as identified by the Board of Supervisors relating to the parks and other District lands.
- Schedule tasks for ongoing maintenance or repair of District lands and facilities and verify completion or progress. Use a web-based task management program and keep it current.
- Develop proposals and suggestions for improvements to the efficiency and/or quality of maintenance programs.
- Provide recommendations for annual budget and maintenance programs.
- Interface with vendors for repairs, billing, and payments and pre-approve certain invoices as needed.
- Provide a monthly update to the District Manager for inclusion in his management report to the Board.

Pool Maintenance

To maintain the general appearance and performance of the District-owned pool, to include:

- Test and balance pool water chemistry (chlorine, pH, alkalinity, and related parameters) in accordance with FL Code Chapter 64E-9 and NSPF-recommended standards.
- Vacuum, skim, and brush pool tile on a routine basis.
- Clean filters and inspect pool equipment for proper operation.
- Maintain required pool log sheets on-site documenting water testing and maintenance activity performed at each visit.
- Notify the Facility Manager/Field Operations Manager of any repair or replacement needs.
- Schedule:
 - April 15th to September 15th: Three (3) days per week
 - September 16th to April 14th: Two (2) days per week
- Pool chemicals are not included in this proposal.

Facility Maintenance

- Provide general maintenance and minor repair services for the Amenity Center, common areas, and other District-owned facilities
- Coordinate small to medium-sized maintenance requests through the District Manager and/or Field Operations Manager, at the direction of the Board of Supervisors
- To assist the Field Operations Manager on an as-needed basis
- Pick up debris in and around all District-owned facilities, including walkways, fields, courts, entryways, roadways, pool deck, Amenity Center, and common areas

[HTTPS://RIVERSIDEMGTSVC.COM](https://riversidemgtsvc.com)



- Replace trash can liners weekly throughout the District
- Pressure wash the Amenity Facility as needed (based upon separate proposal)
- Facility maintenance services are provided on an as-needed basis, as authorized by the District. Materials are billed at cost with no markup.

Exhibit D

Certificates of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/06/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zelen Risk Solutions, Inc. 7964 Devoe Street Jacksonville FL 32220		CONTACT NAME: Vicky Zelen PHONE (A/C No. Ext.): (904) 262-8080 E-MAIL: vicky@zelenrisk.com ADDRESS:		FAX (A/C No.): (904) 262-1444	
INSURED Riverside Management Services, Inc. 50 Ellis Street, Suite 208 Saint Augustine, FL 32095		INSURER(S) AFFORDING COVERAGE		NAIC #	
		INSURER A : Northfield Insurance Company			
		INSURER B : Bridgefield Casualty Insurance Company			
		INSURER C : Hartford Fire Insurance Company			
		INSURER D :			
		INSURER E :			
		INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY		WS681618	10/24/2025	11/26/2026	EACH OCCURRENCE \$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 3,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC					PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO					BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	☐ OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		196-23349	10/16/2025	10/16/2026	☒ PER STATUTE ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☒ N				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Crime		21TP0343213-25	11/04/2025	11/04/2026	Employee theft on Client's Premises \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder, its officers, supervisors, agents, managers, engineers and staff are additional insureds with respect to the general liability when required by written contract. Coverage is primary and non-contributory. Waiver of subrogation applies in favor of the additional insureds when required by written contract.

CERTIFICATE HOLDER Bannon Lakes CDD 475 West Town Place Suite 114 St Augustine, FL 32092	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Vicky M. Zelen</i> ^{<ME>}
--	--

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/06/2026

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PRODUCER  Edie Williams State Farm 330 A1A N Suite 324 Ponte Vedra, FL 32082	CONTACT NAME: Stephanie Marciani	
	PHONE (A/C, No, Ext): 904-425-4054 FAX (A/C, No): 904-425-4049 E-MAIL ADDRESS: Stephanie@EdieWilliams.com	
INSURED Riverside Management Services, Inc. 1001 Bradford Way Kingston, TN 37763	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: State Farm Mutual Automobile Insurance Company	25178
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	0462896-SFP-59	04/08/2026	10/08/2026	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The BANNON LAKES DEVELOPMENT DISTRICT is Additional Insured with regard to Auto Liability.
The insurance is Primary and Non-Contributory with respects to claims arising out of the operation of the described vehicle.
Waiver of Subrogation under the Liability Coverage and Property Damage Coverage.
If Liability Coverage or Property Damage Liability Coverage is changed or terminated as to the interest of the Additional Insured, we will provide the Additional Insured 30 days notice of such change or termination unless another number of days notice is shown on the Declarations Page

CERTIFICATE HOLDER BANNON LAKES DEVELOPMENT DISTRICT 475 West Town Place, Suite 114 St. Augustine, FL 32092	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Stephanie Marciani</i>
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CERTIFICATE OF LIABILITY INSURANCE

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10/06/2026

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PRODUCER 	Edie Williams State Farm 330 A1A N Suite 324 Ponte Vedra, FL 32082	CONTACT NAME: Stephanie Marciani PHONE (A/C, No, Ext): 904-425-4054 FAX (A/C, No): 904-425-4049 E-MAIL ADDRESS: Stephanie@EdieWilliams.com
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Mutual Automobile Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED Riverside Management Services, Inc. 1001 Bradford Way Kingston, TN 37763		NAIC # 25178

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	0462896-SFP-59	10/08/2026	04/08/2027	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The BANNON LAKES DEVELOPMENT DISTRICT is Additional Insured with regard to Auto Liability.
The insurance is Primary and Non-Contributory with respects to claims arising out of the operation of the described vehicle.
Waiver of Subrogation under the Liability Coverage and Property Damage Coverage.
If Liability Coverage or Property Damage Liability Coverage is changed or terminated as to the interest of the Additional Insured, we will provide the Additional Insured 30 days notice of such change or termination unless another number of days notice is shown on the Declarations Page

CERTIFICATE HOLDER BANNON LAKES DEVELOPMENT DISTRICT 475 West Town Place, Suite 114 St. Augustine, FL 32092	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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1001486 132849.12 03-16-2016

Exhibit E
Anti-Human Trafficking Affidavit

Anti-Human Trafficking Affidavit

I, Kelly Adams, as HR Director, on behalf of Riverside Management Services, Inc., a Florida corporation (the "Contractor"), under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Contractor.
2. The Contractor does not use coercion for labor or services as defined in Section 787.06(2)(a), *Florida Statutes*.
3. More particularly, the Contractor does not participate in any of the following actions:
 - (a) Using or threatening to use physical force against any person;
 - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - (c) Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - (e) Causing or threatening to cause financial harm to any person;
 - (f) Enticing or luring any person by fraud or deceit; or
 - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, *Florida Statutes*, to any person for the purpose of exploitation of that person.

Dated: March 10, 2026.

FURTHER AFFIANT SAYETH NAUGHT.



STATE OF TENNESSEE
COUNTY OF Roane

RIVERSIDE MANAGEMENT SERVICES, INC.

By: Kelly Adams
Name: Kelly Adams
Title: HR Director

SWORN TO AND SUBSCRIBED before me ☒ physical presence or ☐ remote notarization by Amanda Jones, as HR admin, of Riverside Management Services, Inc., who is personally known to me or who produced _____ as identification this 10 day of March, 2026.

Amanda Jones
Notary Public

(Notary Seal)

SEVENTH ORDER OF BUSINESS

A.

REQUISITION NO. 14
(2022 Acquisition and Construction Account)

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
(ST. JOHNS COUNTY, FLORIDA)

\$9,135,000

Special Assessment Revenue Bonds, Series 2022

The undersigned, a Responsible Officer of Bannan Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"); all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 1 4
- (B) Name of Payee: DCCM, Inc.
7 Waldo St
St. Augustine, FL 32084
- (C) Amount Payable: \$700.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Southern Recreation Inc -Benches, triangle shade structure, umbrella shade structure and engineered drawings.
- (E) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

1. this requisition is for Costs of the 2022 Project payable from the 2022 Acquisition and Construction Account that have not previously been paid.
2. each disbursement set forth above is a proper charge against the 2022 Costs of Issuance Account.

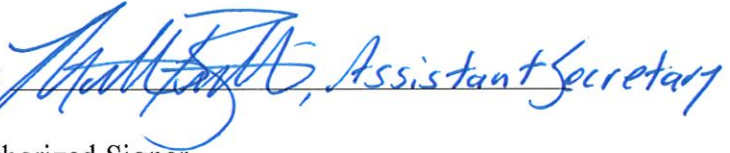
The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: 09/15/2026

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By:  Assistant Secretary
Authorized Signer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

DCCM



Consulting Engineer



INVOICE

Remit to: DCCM Infrastructure, Inc.
7 Waldo Street
St. Augustine, FL 32084
904.826.1334, Option 2

Governmental Management Services
Matt Biagetti
475 West Town Place STE 114
St. Augustine, FL 32092

Project Manager Ivan Lamos
August 10, 2026
Project No: 0000076285.0000
Invoice # 195534

Project 0000076285.0000 24264.02 Bannan Lakes CDD Fitness Addition
This invoice includes charges for tasks performed for your project, including:

- Site plan & coordination

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 July 31, 2026

Phase	0001	SJC and SJRWMD Permit Modifications			
Fee					
Total Fee		7,000.00			
Percent Complete		10.00	Total Earned	700.00	
			Previous Fee Billing	0.00	
			Current Fee Billing	700.00	
			Total Fee		700.00
Total Due Upon Receipt:					700.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Fee	700.00	0.00	700.00
Totals	700.00	0.00	700.00

B.

REQUISITION NO. 15
(2022 Acquisition and Construction Account)

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
(ST. JOHNS COUNTY, FLORIDA)

\$9,135,000

Special Assessment Revenue Bonds, Series 2022

The undersigned, a Responsible Officer of Bannon Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"); all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 1 5
- (B) Name of Payee: Bannon Lakes CDD
475 W Town Place
Suite 114
St. Augustine, FL 32084
- (C) Amount Payable: \$2142.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Southern Recreation Inc -Benches, triangle shade structure, umbrella shade structure and engineered drawings.
- (E) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

1. this requisition is for Costs of the 2022 Project payable from the 2022 Acquisition and Construction Account that have not previously been paid.
2. each disbursement set forth above is a proper charge against the 2022 Costs of Issuance Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: 09/15/2026

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Authorized Signer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

DCCM

_____

Consulting Engineer

Approved 9/19/26
Jeff Johnson

St. Johns County BCC
Central Cashiering
Cashier # 26-034315

Name : Bannon Lakes Fitness Addition
Trans Date: 9/19/2026 9:35:00 AM

Charges:

Description	Assoc	Assoc Key		Charge Amount
CLEARING Bannon Lakes Fitness Addition	AP	COMM-2026000101		\$286.00
CONSTRUCTION PLAN REVIEWS Bannon Lakes Fitness Addition	AP	COMM-2026000101	"	\$608.00
FIRE SERVICE CONSTR. REVIEW Bannon Lakes Fitness Addition	AP	COMM-2026000101	"	\$150.00
UTILITY PLAN REVIEW Bannon Lakes Fitness Addition	AP	COMM-2026000101	"	\$1,098.00
			Total	\$2,142.00

Payment:

Description	Order Id	Charge Amount
NXLX	227378054	\$2,142.00

C.

REQUISITION NO. 16
(2022 Acquisition and Construction Account)

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
(ST. JOHNS COUNTY, FLORIDA)

\$9,135,000

Special Assessment Revenue Bonds, Series 2022

The undersigned, a Responsible Officer of Bannon Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"); all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 1 6
- (B) Name of Payee: Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157
- (C) Amount Payable: \$280.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Southern Recreation Inc -Benches, triangle shade structure, umbrella shade structure and engineered drawings.
- (E) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

1. this requisition is for Costs of the 2022 Project payable from the 2022 Acquisition and Construction Account that have not previously been paid.
2. each disbursement set forth above is a proper charge against the 2022 Costs of Issuance Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: 09/15/2026

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By:  Assistant Secretary

Authorized Signer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

DCCM

_____

Consulting Engineer

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 22, 2026

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3814981

Client Matter No. 2723-2

Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver

Bannon Lakes CDD

Governmental Management Services – St. Augustine

Suite 114

475 West Town Place

St. Augustine, FL 32092

Invoice No. 3814981

2723-2

Re: Project Construction

For Professional Legal Services Rendered

05/05/26	A. Cox	0.80	100.00	Prepare agreement for architectural design services for clubhouse fitness expansion with Basham & Lucas and confer with Haber regarding same
05/12/26	W. Haber	0.20	55.00	Review work authorization with Basham
06/01/26	A. Cox	0.60	75.00	Prepare work authorization for fitness addition project services and confer with Haber regarding same
06/02/26	A. Cox	0.40	50.00	Disseminate work authorization for fitness addition project services to Beach and Biagetti

TOTAL HOURS 2.00

TOTAL FOR SERVICES RENDERED \$280.00

TOTAL CURRENT AMOUNT DUE \$280.00

EIGHTH ORDER OF BUSINESS

C.

Bannon Lakes Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct quarterly inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed, as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within field management services agreement

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair: _____

Date: _____

Print Name: _____

Bannon Lakes Community Development District

District Manager: _____

Date: _____

Print Name: _____

Bannon Lakes Community Development District

D.



Amenity & Operations Manager's Reports

Date of report: 10/20/2026

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: Chair Yoga 9:00-10:00am
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

- October 4th – Vendor Village 11:00am-2:00pm
- October 17th – Fall Craft Day 11:00am-2:00pm
- October 31st – Halloween Kick Off 5:30pm-7:00pm

Operations Manager Updates

Completed Projects

- ◇ Pressure washed Chairs and tables
- ◇ New Grass on Event field has been installed
- ◇ Cleaned all signage and dog park fences
- ◇ Continued Treatment of all CDD Ponds (algae concerns)
- ◇ Onsite staff continues to work to deter Ducks and Geese from the Amenity Center

ELEVENTH ORDER OF BUSINESS

A.

Bannon Lakes
Community Development District

Unaudited Financial Reporting
September 30, 2026



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7	<u>Debt Service Fund Series 2021</u>
8	<u>Debt Service Fund Series 2022</u>
9	<u>Capital Project Funds</u>
10	<u>Capital Reserve Fund</u>
11	<u>Long Term Debt Report</u>
12	<u>Assessment Receipt Schedule</u>
13	<u>Check Register Summary</u>

Bannon Lakes
Community Development District
Combined Balance Sheet
September 30, 2026

	General Fund	Debt Service Fund	Capital Project Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account - Hancock	\$ 139,255	\$ -	\$ -	\$ 88,378	\$ 227,633
Assessments Receivable	-	-	-	-	-
Due from Other	-	-	-	-	-
Due from General Fund	-	-	-	-	-
Due from Capital Fund	-	-	-	-	-
Due from Debt Service	-	-	-	-	-
Due from Capital Reserve	-	-	-	-	-
Due from Governmental Units	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	218,851	-	-	162,446	381,297
Series 2016					
Reserve	-	369,500	-	-	369,500
Interest	-	-	-	-	-
Sinking	-	-	-	-	-
Revenue	-	523,269	-	-	523,269
Prepayment	-	-	-	-	-
Bond Redemption	-	182,582	-	-	182,582
Construction	-	-	-	-	-
Series 2021					
Reserve	-	206,806	-	-	206,806
Interest	-	45	-	-	45
Prepayment	-	4	-	-	4
Revenue	-	137,457	-	-	137,457
Sinking	-	62	-	-	62
Bond Redemption	-	73,152	-	-	73,152
Construction	-	-	20,156	-	20,156
Series 2022					
Reserve	-	259,400	-	-	259,400
Revenue	-	1	-	-	1
Interest	-	187,435	-	-	187,435
Prepayment	-	4	-	-	4
Sinking	-	67	-	-	67
Bond Redemption	-	170	-	-	170
Construction	-	-	830,773	-	830,773
Prepaid Expenses	39,738	-	-	-	39,738
Deposits	50	-	-	-	50
Liabilities:					
Accounts Payable	\$ 5,364	\$ -	\$ -	\$ -	\$ 5,364
Accrued Expenses	2,160	-	-	-	2,160
Due to General Fund	-	-	-	-	-
Due to Debt Service - Series 2016	-	-	-	-	-
Due to Debt Service - Series 2021	-	-	-	-	-
Due to Debt Service - Series 2022	-	-	-	-	-
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 39,738	\$ -	-	\$ -	\$ 39,738
Deposits	50	-	-	-	50
Restricted for:					
Debt Service	-	1,939,954	-	-	1,939,954
Capital Project	-	-	850,929	-	850,929
Assigned for:					
Capital Reserve Fund	-	-	-	250,824	250,824
Unassigned	350,582	-	-	-	350,582
Total Liabilities & Fund Balance					
	\$ 397,894	\$ 1,939,954	\$ 850,929	\$ 250,824	\$ 3,439,601

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
<u>Revenues:</u>				
Special Assessments - Tax Roll	\$ 1,087,348	\$ 1,087,348	\$ 1,093,023	\$ 5,674
Commercial	2,436	2,436	2,436	-
Interest	15,000	15,000	14,038	(962)
Facility Revenue	2,500	2,500	5,597	3,097
Miscellaneous	-	-	206	206
Total Revenues	\$ 1,107,284	\$ 1,107,284	\$ 1,115,300	\$ 8,015
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
PR-FICA	918	918	918	-
Engineering	10,000	10,000	11,396	(1,396)
Attorney	18,000	18,000	15,478	2,522
Annual Audit	4,015	4,015	4,015	-
Assessment Administration	8,348	8,348	8,348	(1)
Arbitrage Rebate	1,800	1,800	3,000	(1,200)
Dissemination Agent	10,029	10,029	10,029	-
Trustee Fees	18,700	18,700	17,516	1,184
Management Fees	57,974	57,974	57,974	-
Information Technology	2,123	2,123	2,123	-
Website Maintenance	1,415	1,415	1,415	-
Telephone	200	200	462	(262)
Postage & Delivery	750	750	1,501	(751)
Meeting Room Rental	1,000	1,000	-	1,000
Insurance General Liability/Public Officials	8,971	8,971	7,885	1,086
Printing & Binding	1,000	1,000	916	84
Legal Advertising	1,000	1,000	1,508	(508)
Other Current Charges	500	500	973	(473)
Office Supplies	250	250	8	242
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 159,167	\$ 159,167	\$ 157,640	\$ 1,527

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

Operations & Maintenance

Amenity Center Expenditures

Insurance	\$	30,581	\$	30,581	\$	27,946	\$	2,635
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Utilities

Phone/Internet/Cable		4,300		4,300		3,820		480
Electric		25,000		25,000		23,106		1,894
Water/Irrigation		15,000		15,000		10,118		4,882
Refuse		4,266		4,266		5,510		(1,244)

Security

Security Monitoring		6,694		6,694		6,776		(82)
Off-Duty Security - RollKall		12,000		12,000		23,342		(11,342)
Access Cards		1,000		1,000		1,486		(486)

Management Contracts

Facility Management		81,467		81,467		81,467		-
Facility Attendant		8,820		8,820		6,989		1,831
Night Attendant		-		-		9,735		(9,735)
Field Mgmt / Admin		30,000		30,000		30,000		-
Pool Maintenance		14,865		14,865		14,865		-
Pool Chemicals		12,679		12,679		14,668		(1,989)
Janitorial		10,188		10,188		9,996		192
Janitorial Supplies		1,840		1,840		-		1,840
Facility Maintenance		40,000		40,000		41,379		(1,379)
Repairs & Maintenance		55,000		55,000		53,816		1,184
Special Events		15,000		15,000		12,187		2,813
Holiday Decorations		5,000		5,000		3,925		1,075
Fitness Center Repairs/Supplies		7,000		7,000		4,376		2,624
Office Supplies		1,500		1,500		1,252		248
ASCAP/BMI Licenses		500		500		-		500
Pest Control		3,800		3,800		3,730		70
Nuisance Animal Control		4,788		4,788		8,982		(4,194)

Grounds Maintenance

Hydrology Quality/Mitigation	\$	28,000	\$	28,000	\$	19,750	\$	8,250
Landscape Maintenance		188,916		188,916		186,686		2,230
Landscape Contingency		45,000		45,000		37,537		7,463
Tree Removals		15,000		15,000		12,047		2,953
Lake Maintenance		10,234		10,234		9,840		394
Grounds Maintenance		19,600		19,600		20,511		(911)
Pump Repairs		10,000		10,000		-		10,000
Streetlights		13,000		13,000		12,538		462
Streetlight Repairs		5,000		5,000		-		5,000
Irrigation Repairs		15,000		15,000		20,760		(5,760)
Miscellaneous		5,000		5,000		2,770		2,230
Reclaim Water		40,000		40,000		56,433		(16,433)
Storm Cleanup		4,000		4,000		-		4,000
Capital Reserve		158,079		158,079		158,079		-

Excess (Deficiency) of Revenues over Expenditures	\$		\$	21,237
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Net Change in Fund Balance	\$	-	\$	21,237	\$	-
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Fund Balance - Beginning	\$	-	\$	369,133
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Fund Balance - Ending	\$	-	\$	390,370
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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	\$ -	\$ 3,582	\$ 1,581	\$ -	\$ -	\$ 1,093,023
Commercial	-	-	-	-	-	2,436	-	-	-	-	-	-	2,436
Interest	636	268	267	261	1,510	1,835	1,576	1,622	1,781	1,738	1,411	1,133	14,038
Facility Revenue	600	-	500	475	575	650	500	-	375	1,272	-	650	5,597
Miscellaneous	-	-	49	-	-	106	-	-	-	-	-	51	206
Total Revenues	\$ 1,236	\$ 63,860	\$ 127,691	\$ 681,354	\$ 201,737	\$ 11,579	\$ 12,646	\$ 1,622	\$ 5,738	\$ 4,591	\$ 1,411	\$ 1,835	\$ 1,115,300

Expenditures:

General & Administrative:

Supervisor Fees	\$ 800	\$ 1,000	\$ 1,000	\$ 800	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,800	\$ 1,000	\$ 800	\$ 1,000	\$ 12,000
PR-FICA	61	77	77	61	61	77	77	77	138	77	61	77	918
Engineering	388	-	233	913	393	556	940	810	-	685	5,443	1,038	11,396
Attorney	1,354	1,175	2,315	1,103	1,763	1,252	1,123	1,483	3,912	-	-	-	15,478
Annual Audit	-	-	-	-	-	-	-	-	-	4,015	-	-	4,015
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	836	836	836	836	10,029
Trustee Fees	6,450	-	-	10,499	-	567	-	-	-	-	-	-	17,516
Management Fees	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	57,974
Information Technology	177	177	177	177	177	177	177	177	177	177	177	177	2,123
Website Maintenance	118	118	118	118	118	118	118	118	118	118	118	118	1,415
Telephone	49	89	14	24	28	35	30	30	21	29	70	43	462
Postage & Delivery	138	326	115	198	118	120	93	96	64	105	44	86	1,501
Meeting Room Rental	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance General Liability/Public Officials	7,885	-	-	-	-	-	-	-	-	-	-	-	7,885
Printing & Binding	101	63	21	31	42	73	40	43	214	152	109	27	916
Legal Advertising	71	69	69	67	67	69	71	255	551	-	151	69	1,508
Other Current Charges	273	10	-	-	-	-	200	-	5	319	101	65	973
Office Supplies	1	0	1	1	1	1	1	1	1	1	1	0	8
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 32,056	\$ 8,770	\$ 9,805	\$ 21,008	\$ 10,435	\$ 9,711	\$ 9,536	\$ 10,204	\$ 12,666	\$ 12,346	\$ 12,741	\$ 8,365	\$ 157,640

Operations & Maintenance

Amenity Center Expenditures

Insurance	\$ 27,946	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,946
Utilities													
Phone/Internet/Cable	318	318	318	318	318	318	318	318	318	318	320	321	3,820
Electric	1,846	1,668	1,574	1,884	2,029	1,840	1,896	1,867	1,976	2,176	2,224	2,126	23,106
Water/Irrigation	703	974	980	734	877	636	643	845	919	1,182	735	890	10,118
Refuse	307	369	371	386	386	372	407	424	1,243	423	406	417	5,510
Security													
Security Monitoring	-	575	575	575	575	731	575	575	575	833	575	616	6,776
Off-Duty Security - RollKall	4,281	2,344	2,604	1,590	2,048	2,935	1,979	1,433	1,058	1,160	1,092	819	23,342
Access Cards	-	-	-	-	-	743	-	-	-	-	743	-	1,486
Management Contracts													
Facility Management	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	6,789	81,467
Facility Attendant	84	-	-	225	449	-	-	784	1,690	1,558	1,462	737	6,989
Night Attendant	-	-	-	-	-	-	-	-	-	4,353	5,382		9,735
Field Mgmt / Admin	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000

Bannon Lakes
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Pool Maintenance	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	1,239	14,865
Continued Amenity Center Expenditures													
Pool Chemicals	1,105	435	1,374	324	-	946	333	1,802	1,725	3,272	1,479	1,873	14,668
Janitorial	819	819	819	819	819	819	847	847	847	847	847	847	9,996
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Facility Maintenance	3,971	3,371	3,392	3,409	4,724	3,333	3,690	3,683	3,377	3,518	4,031	879	41,379
Repairs & Maintenance	6,741	878	2,142	2,638	8,541	12,565	6,848	3,596	4,084	3,125	2,264	396	53,816
Special Events	-	994	775	548	1,521	1,759	208	-	2,222	2,545	538	1,077	12,187
Holiday Decorations	-	3,925	-	-	-	-	-	-	-	-	-	-	3,925
Fitness Center Repairs/Supplies	246	109	1,247	320	169	248	160	-	1,033	350	248	248	4,376
Office Supplies	291	43	99	433	49	77	49	35	101	-	57	17	1,252
ASCAP/BMI Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	260	260	260	260	260	260	260	260	260	260	620	510	3,730
Nuisance Animal Control	249	249	1,749	549	249	2,793	249	249	249	1,449	249	699	8,982
Subtotal Amenity Center Expenditures	\$ 59,693	\$ 27,858	\$ 28,805	\$ 25,540	\$ 33,541	\$ 40,901	\$ 28,988	\$ 27,245	\$ 32,204	\$ 37,897	\$ 33,800	\$ 23,000	\$ 399,471
Grounds Maintenance													
Hydrology Quality/Mitigation	\$ 8,500	\$ -	\$ 2,250	\$ 1,550	\$ -	\$ -	\$ 4,000	\$ 3,450	\$ -	\$ -	\$ -	\$ -	\$ 19,750
Landscape Maintenance	15,743	15,743	15,743	15,743	15,743	15,743	15,743	15,743	15,743	15,743	14,628	14,628	186,686
Landscape Contingency	-	405	855	97	13,685	-	-	3,377	2,755	-	70	16,293	37,537
Tree Removals	-	-	-	-	-	-	650	-	-	-	-	11,397	12,047
Lake Maintenance	820	820	820	820	820	820	820	820	820	820	820	820	9,840
Grounds Maintenance	1,633	2,494	1,633	1,784	1,784	1,901	1,633	1,849	2,065	1,841	1,894	-	20,511
Pump Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Streetlights	994	994	994	1,065	1,065	1,065	1,065	1,065	1,042	1,065	1,065	1,057	12,538
Streetlight Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigation Repairs	3,631	2,761	842	2,460	2,348	635	738	872	2,434	1,826	-	2,212	20,760
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	2,770	2,770
Reclaim Water	2,374	4,009	4,919	4,081	3,672	2,810	2,943	6,446	6,781	5,801	6,317	6,279	56,433
Storm Cleanup	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve	-	-	-	-	-	158,079	-	-	-	-	-	-	158,079
Subtotal Grounds Maintenance	\$ 33,695	\$ 27,227	\$ 28,057	\$ 27,600	\$ 39,117	\$ 181,053	\$ 27,593	\$ 33,622	\$ 31,640	\$ 27,096	\$ 24,794	\$ 55,457	\$ 536,951
Total Operations & Maintenance	\$ 93,388	\$ 55,084	\$ 56,862	\$ 53,140	\$ 72,658	\$ 221,955	\$ 56,582	\$ 60,867	\$ 63,844	\$ 64,993	\$ 58,594	\$ 78,457	\$ 936,422
Total Expenditures	\$ 125,444	\$ 63,854	\$ 66,666	\$ 74,147	\$ 83,092	\$ 231,666	\$ 66,118	\$ 71,072	\$ 76,510	\$ 77,338	\$ 71,334	\$ 86,822	\$ 1,094,062
Excess (Deficiency) of Revenues over Expenditures	\$ (124,208)	\$ 6	\$ 61,025	\$ 607,207	\$ 118,645	\$ (220,086)	\$ (53,472)	\$ (69,450)	\$ (70,772)	\$ (72,747)	\$ (69,923)	\$ (84,987)	\$ 21,237
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (124,208)	\$ 6	\$ 61,025	\$ 607,207	\$ 118,645	\$ (220,086)	\$ (53,472)	\$ (69,450)	\$ (70,772)	\$ (72,747)	\$ (69,923)	\$ (84,987)	\$ 21,237

Bannon Lakes
Community Development District
Debt Service Fund Series 2016
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

Revenues:					
Special Assessments - Tax Roll	\$	740,176	\$	740,176	\$ 742,328 \$ 2,152
Interest Income		30,000		30,000	33,641 3,641
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)
Excess (Deficiency) of Revenues over Expenditures	\$	37,251	\$	37,251	\$ 8,670 \$ 40,169
Other Financing Sources/(Uses):					
Transfer In/(Out)	\$	-	\$	-	\$ - \$ -
Total Other Financing Sources/(Uses)	\$	-	\$	-	\$ - \$ -
Net Change in Fund Balance	\$	37,251	\$	37,251	\$ 8,670 \$ 40,169
Fund Balance - Beginning	\$	660,772			\$ 1,066,682
Fund Balance - Ending	\$	698,023			\$ 1,075,352

Bannon Lakes
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

Revenues:

Special Assessments - Tax Roll	\$	416,052	\$	416,052	\$	418,218	\$	2,166
Interest Income		15,000		15,000		15,180		180

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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)

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Excess (Deficiency) of Revenues over Expenditures	\$	17,777	\$	17,777	\$	5,210	\$	17,258
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Other Financing Sources/(Uses):

Transfer In/(Out)	\$	-	\$	-	\$	-	\$	-
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Total Other Financing Sources/(Uses)	\$	-	\$	-	\$	-	\$	-
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Net Change in Fund Balance	\$	17,777	\$	17,777	\$	5,210	\$	17,258
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Fund Balance - Beginning	\$	198,003			\$	412,316		
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Fund Balance - Ending	\$	215,781			\$	417,526		
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Bannon Lakes
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

Revenues:

Special Assessments - Tax Roll	\$	520,023	\$	520,023	\$	520,958	935
Interest Income		15,000		15,000		17,842	2,842

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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
Interest - 8/01		-		-		591		
Special Call - 8/01		-		-		60,000		

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Excess (Deficiency) of Revenues over Expenditures	\$	17,305	\$	17,305	\$	(44,410)	\$	8,677
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Other Financing Sources/(Uses):

Transfer In/(Out)	\$	-	\$	-	\$	-	\$	-
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Total Other Financing Sources/(Uses)	\$	-	\$	-	\$	-	\$	-
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Net Change in Fund Balance	\$	17,305	\$	17,305	\$	(44,410)	\$	8,677
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Fund Balance - Beginning	\$	226,230			\$	491,486		
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Fund Balance - Ending	\$	243,535			\$	447,077		
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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 September 30, 2026

Revenues			
Interest Income	\$	963	\$ 30,288
Expenditures:			
Capital Outlay	\$	15,400	\$ 98,223
Excess (Deficiency) of Revenues over Expenditures	\$	(14,437)	\$ (67,934)
Other Financing Sources/(Uses)			
Transfer In/(Out)	\$	-	\$ -
Total Other Financing Sources (Uses)	\$	-	\$ -
Net Change in Fund Balance	\$	(14,437)	\$ (67,934)
Fund Balance - Beginning	\$	34,593	\$ 898,707
Fund Balance - Ending	\$	20,156	\$ 830,773

Bannon Lakes
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

Revenues				
Capital Reserve Transfer In	\$	158,079	\$	158,079
Interest		2,500		2,500
Roof Warranty Proceeds		-		-
				111,433
Expenditures:				
Capital Outlay	\$	-	\$	-
Repairs and Maintenance		10,000		10,000
Roof Replacement		80,000		80,000
Other Service Charges		840		840
				762
				78
Excess (Deficiency) of Revenues over Expenditures	\$	69,739	\$	224,194
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$	-	\$	-
Total Other Financing Sources (Uses)	\$	-	\$	-
Net Change in Fund Balance	\$	69,739	\$	224,194
Fund Balance - Beginning	\$	34,977	\$	26,630
Fund Balance - Ending	\$	104,716	\$	250,824

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	\$257,315
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: August 1, 2026 (Prepayment)	(\$60,000)
Current Bonds Outstanding	\$8,480,000

Total Bonds Outstanding	\$25,005,000
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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	(14,406.70)	742,335.45	418,221.73	520,963.37	1,095,469.27	2,776,989.79

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
INTEREST 3	10/06/26	7.19	4.05	5.05	10.61	26.90
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		742,335.45	418,221.73	520,963.37	1,095,469.27	2,776,989.79

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			
9/1/26	2133-2136	\$2,796.75	
9/10/26	2137-2145	\$24,853.18	
9/16/26	2146-2148	\$17,788.00	
9/21/26	2149-2162	\$75,275.97	
9/28/26	2163-2165	\$5,892.21	
Autopayments			
9/8/26	AT&T	\$75.60	
9/9/26	Republic Services	417.49	
9/15/26	SJC RollKall	204.75	
9/17/26	IRS FICA Payment	153.00	
9/18/26	SJCUD	7,168.98	
9/21/26	AT&T	245.26	
9/28/26	FPL	3,183.59	
9/28/26	WF CC Payment - J. Johnson	418.51	
9/28/26	WF CC Payment - E. Wright	691.62	
9/30/26	SJC RollKall	614.25	
Total Paid Checks and Electronically			\$139,779.16

DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/10/26	00017	9/01/26	404316B SEP26 LAKE MAINT	202609	330-53800-46800			THE LAKE DOCTORS INC	*	820.00	820.00	002141
9/10/26	00125	9/08/26	195746 AUG ENGINEERING	202608	310-51300-31100			MATTHEWS DESIGN GROUP LLC	*	1,762.50	1,762.50	002142
9/10/26	00074	9/01/26	39114 WILDLIFE MANAGEMENT-SEP26	202609	320-57200-54510			QUICK CATCH INC	*	249.00	249.00	002143
9/10/26	00014	9/01/26	303 SEP POOL MAINTENANCE SVCS	202609	320-57200-45200			RIVERSIDE MANAGEMENT SERVICES INC	*	1,238.75	11,207.63	002144
		9/01/26	303 SEP FIELD OPS MANAGEMENT	202609	320-57200-46001				*	2,500.00		
		9/01/26	303 SEP FACILITY MANAGEMENT	202609	320-57200-34000				*	6,788.92		
		9/01/26	303 STENNER PUMP/CMP LIGHT	202609	320-57200-45100				*	679.96		
9/10/26	00136	8/31/26	7864692 NOTICE OF MEETING 8/18	202608	310-51300-48000			USA TODAY MEDIA CORP	*	68.64	150.88	002145
		8/31/26	7864692 NOTICE - FY27 BOS MTGS	202608	310-51300-48000				*	82.24		
9/16/26	00140	9/01/26	819143 SEP LANDSCAPE MAINTENANCE	202609	330-53800-46200			THE GREENERY INC	*	14,628.00	14,628.00	002146
9/16/26	00142	9/10/26	17340 WINDSCREEN	202609	320-57200-60000			VISIONARY HOLDING COMPANY LLC	*	390.00	390.00	002147
9/16/26	00119	9/10/26	100063 REPL SLINGS ON CHAIRS	202609	330-53800-46300			THE POOL AND PATIO SHOP	*	100.00	2,770.00	002148
		9/10/26	100063 REPL SLINGS ON LOUNGES	202609	330-53800-46300				*	2,470.00		
		9/10/26	100063 PICKUP/DELIVERY CHARGE	202609	330-53800-46300				*	200.00		
9/21/26	00006	9/14/26	33983 FY27 INSURANCE RENEWAL	202609	300-15500-10000			EGIS INSURANCE ADVISORS LLC	*	34,004.00	34,004.00	002149

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
9/21/26	00030	8/31/26 1244766	202608 320-57200-54500	AUG26 PEST CONTROL	*	160.00	
		8/31/26 1244766	202608 320-57200-54500	AUG26 RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			260.00 002150
9/21/26	00030	9/16/26 1249466	202609 320-57200-54500	SEP26 PEST CONTROL	*	160.00	
		9/16/26 1249466	202609 320-57200-54500	SEP26 RODENT CONTROL	*	100.00	
				FREEDOM PEST CONTROL			260.00 002151
9/21/26	00140	8/14/26 818599	202608 330-57200-46210	SHRUB INSECTICIDE TREAT	*	69.88	
				THE GREENERY INC			69.88 002152
9/21/26	00140	9/17/26 820828	202609 330-53800-46220	(3) PINE TREES CUT/DROP	*	1,350.00	
				THE GREENERY INC			1,350.00 002153
9/21/26	00140	9/18/26 94525	202609 330-57200-46210	IGP BERM VIBURNUM ENHCMNT	*	2,174.66	
				THE GREENERY INC			2,174.66 002154
9/21/26	00140	9/18/26 94648	202609 330-57200-46210	PD BANK BED RESTORATION	*	10,703.64	
				THE GREENERY INC			10,703.64 002155
9/21/26	00140	9/18/26 94661	202609 330-57200-46210	EVT LAWN - BERMUD PROJECT	*	5,084.15	
		9/18/26 94661	202609 330-57200-46210	ENHANCEMENT CREDIT	*	5,000.00-	
				THE GREENERY INC			84.15 002156
9/21/26	00140	9/18/26 94908	202609 330-53800-46220	CYPRESS TREE REMOVAL PROJ	*	10,047.49	
				THE GREENERY INC			10,047.49 002157
9/21/26	00019	9/15/26 13129563	202609 320-57200-45210	SEP26 POOL CHEMICALS	*	1,818.55	
		9/15/26 13129563	202609 320-57200-45210	SEP26 FUEL SURCHARGE	*	54.56	
				POOLSURE			1,873.11 002158
9/21/26	00074	9/17/26 39148	202609 320-57200-54510	(3) HOG REMOVALS	*	450.00	
				QUICK CATCH INC			450.00 002159

CHECK	VEND#	INVOICE	EXPENSED TO	VENDOR NAME	STATUS	AMOUNT	CHECK
DATE	INVOICE	YRMO	DPT ACCT# SUB SUBCLASS				AMOUNT #
9/21/26	00014	8/31/26 305	202608 320-57200-34200		*	5,382.44	
		AUG26	NIGHT ATTENDANT	RIVERSIDE MANAGEMENT SERVICES INC			5,382.44 002160
9/21/26	00014	8/31/26 306	202608 320-57200-34100		*	1,461.60	
		AUG26	FACILITY ASSISTANT	RIVERSIDE MANAGEMENT SERVICES INC			1,461.60 002161
9/21/26	00014	9/15/26 304	202608 320-57200-45100		*	3,333.00	
			FACILITY MAINTENANCE-AUG				
		9/15/26 304	202608 330-53800-46100		*	1,633.00	
			GROUNDS MAINTENANCE-AUG				
		9/15/26 304	202608 320-57200-60000		*	2,189.00	
			REPAIRS & MAINTENANCE-AUG	RIVERSIDE MANAGEMENT SERVICES INC			7,155.00 002162
9/28/26	00030	8/31/26 1243737	202609 320-57200-54500		*	250.00	
			ANL TERMITE RENEWAL-GYM	FREEDOM PEST CONTROL			250.00 002163
9/28/26	00140	9/23/26 821039	202609 330-53800-46400		*	247.83	
			IRRIGATION REPAIR	THE GREENERY INC			247.83 002164
9/28/26	00078	9/22/26 3814980	202605 310-51300-31500		*	1,482.50	
			MAY26 GENERAL COUNSEL				
		9/22/26 3814980	202606 310-51300-31500		*	3,911.88	
			JUN26 GENERAL COUNSEL	KUTAK ROCK LLP			5,394.38 002165
TOTAL FOR BANK A						126,606.11	
TOTAL FOR REGISTER						126,606.11	

BANL -BANNON LAKES- TLEE

**FREEDOM
PEST CONTROL**



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

Approved 8/31/26
Jeff Johnson
Pest Control
1.320.57200.54500

Service Slip/Invoice

INVOICE: 1243736
DATE: 08/31/2026
ORDER: 1243736

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
08/31/2026			2MARCUS	Marcus Lopez	09:50 AM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	08/31/2026		Lic:JE276424	10:34 AM

TC-10RP

Annual Termite Control Renewal

\$360.00

RECEIVED

By Tara Lee at 11:31 am, Aug 31, 2026

SUBTOTAL	\$360.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$360.00

AMOUNT DUE \$360.00

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

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

PLEASE PAY FROM THIS INVOICE



Invoice	
Date	Invoice #
9/1/2026	269432

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 September 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 8/20/26 Jeff Johnson Janitorial Maintenance 1.320.57200.45300 RECEIVED <i>By Tara Lee at 12:18 pm, Aug 20, 2026</i>	847.00	847.00
Thank you for your business.		Total	\$847.00

ID Workplace LLC dba First Class ID

4171 West Hillsboro Blvd, Ste 13
Coconut Creek, FL 33073

Invoice

Date	Invoice #
8/28/2026	9274

Bill To
Bannon Lakes CDD C/o GMS 475 West Town Place, Suite 114 St. Augustine, FL 32092

Ship To
Bannon Lakes CDD C/o GMS 475 West Town Place, Suite 114 Attn: Emily Wright St. Augustine, FL 32092

Rep	S.O. No.	P.O. No.	Terms
MW22	7504		Net 30

Item	Description	Ordered	Invoiced	Each	Total
Prox26ClamshellIT	26 Bit Clamshell Proximity Badge	200	200	3.59	718.00 718.00
Shipping & Handling	UPS Shipping & Handling 8/28 - shipped UPS Track# 1ZY828A90399124553	1	1	24.75	24.75

Subtotal	\$742.75
Sales Tax (0.0%)	\$0.00
Total	\$742.75
Payments/Credits	\$0.00
Balance Due	\$742.75

Access Cards
1.320.57200.46110
Approved Emily Wright 8.28.26

RECEIVED

By Tara Lee at 9:38 am, Aug 31, 2026



INVOICE

Remit to: DCCM Infrastructure, Inc.
7 Waldo Street
St. Augustine, FL 32084
904.826.1334, Option 2

Governmental Management Services
Matt Biagetti
475 West Town Place STE 114
St. Augustine, FL 32092

Project Manager Carl Allen
September 08, 2026
Project No: 0000002619.0001
Invoice # 195747

Project 0000002619.0001 24264.01 Bannon Lakes CDD -Public Facilities Report
Professional Services through August 31, 2026

Phase 0001 2026 Public Facilities Report
Fee

Total Fee	4,600.00		
Percent Complete	80.00	Total Earned	3,680.00
		Previous Fee Billing	0.00
		Current Fee Billing	3,680.00
		Total Fee	3,680.00
		Total Due Upon Receipt:	3,680.00

Billed to Date	Current Due	Prior Billed	Billed to Date
Fee	3,680.00	0.00	3,680.00
Totals	3,680.00	0.00	3,680.00

RECEIVED
By Tara Lee at 3:35 pm, Sep 08, 2026

Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

Invoice

Date	Invoice #
7/30/2026	15

Bill To
Bannon Lakes CDD C/O GMS

Terms	Due Date
Net 30	8/29/2026

Description	Amount
Amortization Schedule Series 2022 8-1-26 Prepay \$60,000	250.00
RECEIVED <i>By Tara Lee at 8:52 am, Sep 08, 2026</i>	

Total	\$250.00
Payments/Credits	\$0.00
Balance Due	\$250.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

Envera Systems

4724 Lena Rd.
Bradenton, FL 34211
(941) 556-7066

Approved 9/2/26
Jeff Johnson
Security
1.320.57200.34500

RECEIVED**By Tara Lee at 9:51 am, Sep 02, 2026****Invoice**

Invoice Number 773342	Date 09/01/2026
Customer Number 400558	Due Date 10/01/2026

Page: 1

Customer Name	Customer Number	PO Number	Invoice Date	Due Date
Bannon Lakes CDD	400558		09/01/2026	10/01/2026

Quantity	Description	Months	Rate	Amount
<i>3047 - CCTV - Bannon Lakes CDD - Bannon Lakes Blvd, Saint Augustine, FL</i>				
1.00	Active Video Monitoring 10/01/2026 - 10/02/2026	0.07	\$206.00	\$13.73
1.00	Passive Standard Camera 10/01/2026 - 10/02/2026	0.07	\$128.75	\$8.58
1.00	Service & Maintenance 10/01/2026 - 10/02/2026	0.07	\$239.84	\$15.99
1.00	Active Video Monitoring 10/03/2026 - 10/31/2026	0.97	\$214.24	\$207.10
1.00	Passive Standard Camera 10/03/2026 - 10/31/2026	0.97	\$133.90	\$129.44
1.00	Service & Maintenance 10/03/2026 - 10/31/2026	0.97	\$249.43	\$241.11

Date	Invoice #	Description	Amount	Balance Due
9/1/2026	773342	Monitoring Services	\$615.95	\$615.95

Envera Systems

4724 Lena Rd.
Bradenton, FL 34211
(941) 556-7066

Invoice

Invoice Number 773342	Date 09/01/2026
Customer Number 400558	Due Date 10/01/2026

Net Due: \$615.95

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

Envera Systems

4724 Lena Rd.
Bradenton, FL 34211
(941) 556-7066

Invoice

Invoice Number
773342

Date
09/01/2026

Customer Number
400558

Due Date
10/01/2026

Page: 2

Customer Name	Customer Number	PO Number	Invoice Date	Due Date
Bannon Lakes CDD	400558		09/01/2026	10/01/2026

Quantity	Description	Months	Rate	Amount
			Subtotal:	\$615.95
	Tax			\$0.00
	Payments/Credits Applied			\$0.00
			Invoice Balance Due:	\$615.95

Date	Invoice #	Description	Amount	Balance Due
9/1/2026	773342	Monitoring Services	\$615.95	\$615.95

Envera Systems

4724 Lena Rd.
Bradenton, FL 34211
(941) 556-7066

Invoice

Invoice Number
773342

Date
09/01/2026

Customer Number
400558

Due Date
10/01/2026

Net Due: \$615.95

Amount Enclosed: _____

Bannon Lakes CDD
C/O Governmental Mgmt Serv
476 W Town Pl., Ste 114
Saint Augustine, FL 32092

REMIT TO:

Envera
PO Box 2086
Hicksville, NY 11802

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

Invoice

Invoice #: 149

Invoice Date: 9/1/26

Due Date: 9/1/26

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - September 2026		4,831.17	4,831.17
Website Administration - September 2026		117.92	117.92
Information Technology - September 2026		176.92	176.92
Dissemination Agent Services - September 2026		835.75	835.75
Office Supplies		0.42	0.42
Postage		85.71	85.71
Copies		26.70	26.70
Telephone		42.63	42.63

RECEIVED

By Tara Lee at 8:18 am, Sep 08, 2026

Total	\$6,117.22
--------------	-------------------

Payments/Credits	\$0.00
------------------	--------

Balance Due	\$6,117.22
--------------------	-------------------

MAKE CHECK PAYABLE TO:



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

Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
723475	9/1/2026	\$820.00

The Lake Doctors
Post Office Box 162134
Altamonte Springs, FL 32716

00000000116522001000000040431600000008200064

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

BANNON LAKES CDD

435 Bannan Lakes Blvd, St Augustine, FL St Augustine, FL 32092

Invoice Due Date 9/11/2026

Invoice 404316B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
9/1/2026	Water Management - Monthly		\$820.00	\$0.00	\$820.00

Please remit payment for this month's invoice.

Approved 9/1/26
Jeff Johnson
Lake Maintenance
1.330.53800.46800

RECEIVED

By Tara Lee at 3:09 pm, Sep 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

Project Manager Carl Allen

Matthews | **DCCM**

Engineering - Architecture - Planning - Surveying

Bannon Lakes CDD Government Management Services
Bernadette Peregrino
475 West Town Place
St. Augustine, FL 32092

September 08, 2026
Invoice # 195746

Project 0000002619.0000 24264.00 - Bannon Lakes CDD

This invoice includes charges for tasks performed for your project, including:

- CDD meeting and agenda review
- Site and grading plan
- Requisition for fitness center

Please call Carl Allen if you have any questions or concerns regarding your project.
For billing inquiries, please contact our Accounting Department.

Professional Services through August 31, 2026

Phase	0001	Engineering Services		
		Hours	Rate	Amount
Division Lead		2.50	275.00	687.50
Project Coordinator 2		1.00	100.00	100.00
Engineering Tech I		6.50	150.00	975.00
Total Labor				1,762.50
Total Due:				1,762.50

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	1,762.50	16,538.75	18,301.25
Totals	1,762.50	16,538.75	18,301.25

RECEIVED

By Tara Lee at 9:20 am, Sep 09, 2026

7 Waldo Street, St. Augustine, FL 32084 | 904.826.1334 | www.matthews.dccm.com

LICENSE #26535, LB9590, 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.

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

Approved 9/1/26
Jeff Johnson
Nuisance Animal control
1.320.57200.54510



Bill to

Bridge Bay at Bannan Lakes c/o Bannan
Lakes CDD
2695 Dobbs Road St. Augustine, FL 32086

Ship to

Bridge Bay at Bannan Lakes c/o Bannan
Lakes CDD
2695 Dobbs Road St. Augustine, FL 32086

Invoice details

Invoice no.: 39114
Terms: Net 14
Invoice date: 09/01/2026
Due date: 09/15/2026

P.O. Number: OSKX

RECEIVED

By Tara Lee at 3:09 pm, Sep 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

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](#)

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

Invoice

Invoice #: 303
Invoice Date: 9/1/2026
Due Date: 9/1/2026
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 - September 2026		1,238.75	1,238.75
1.320.57200.46001 - Contract Administration - September 2026		2,500.00	2,500.00
1.320.57200.34000 - Facility Management - Bannon Lakes - September 2026		6,788.92	6,788.92
Pool Repair - Stenner Pump Roller Head Assembly Repair, Install		679.96	679.96
Loose Wall Light Repair, CMP Light Ring Adapter Install			
<i>Alison Moring</i> <i>9-4-26</i>			

RECEIVED

By Tara Lee at 8:44 am, Sep 08, 2026

Total \$11,207.63

Payments/Credits \$0.00

Balance Due \$11,207.63

USA TODAY CO.

*LocalIQ

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT # 764131	INV DATE 08/31/26
INVOICE # 0007864692	INVOICE PERIOD Aug 1- Aug 31, 2026	CURRENT INVOICE TOTAL \$150.88	
PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) \$0.00	TOTAL CASH AMT DUE* \$150.88	
BILLING ACCOUNT NAME AND ADDRESS Bannon Lakes Cdd - Gms 475 W Town Place, Ste 114 Saint Augustine, FL 32092		PAYMENT DUE DATE: SEPTEMBER 30, 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@usalodayco.com			FEDERAL ID 47-2390983
Immediate Action Required: Enroll in E-Invoicing. USA TODAY Co. has discontinued mailed invoices as we move to paperless billing. If you received this by mail, enroll today to avoid invoice delivery interruption: https://gcil.my.site.com/financialservicesportal/s/e-invoicing .			

Date	Description	Amount
8/1/26	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
8/10/26	12482594	SAG St Augustine Record	Notice of Meeting		\$68.64
8/20/26	12517672	SAG St Augustine Record	FY2027 Meeting Dates		\$82.24

RECEIVED

By Tara Lee at 8:46 am, Sep 08, 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	\$150.88
Service Fee 3.99%	\$6.02
*Cash/Check/ACH Discount	-\$6.02
*Payment Amount by Cash/Check/ACH	\$150.88
Payment Amount by Credit Card	\$156.90

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT NUMBER 764131		INVOICE NUMBER 0007864692		AMOUNT PAID
CURRENT DUE \$150.88	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* \$150.88
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 \$156.90
				To sign up for E-mailed invoices and online payments please go to https://gcil.my.site.com/financialservicesportal/s/		

0000764131000000000000078646920001508867172

USA TODAY CO.



PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

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

Saint Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

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

SAG St Augustine Record 08/10/2026

SAG staugustine.com 08/10/2026

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 08/10/2026

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$68.64

Tax Amount: \$0.00

Payment Cost: \$68.64

Order No: 12482594

Customer No: 764131

PO #:

of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

NOTICE OF MEETING BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannon Lakes Community Development District will be held on **Tuesday, August 10, 2026 at 6:00 p.m. at the Bannon Lakes Amenity Center 435 Bannon Lakes Blvd, St. Augustine, Florida 32092.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Matthew Blagetti

District Manager

Pub: Aug 10, 2026; #12482594

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

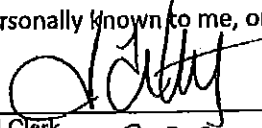
STATE OF WISCONSIN, COUNTY OF BROWN

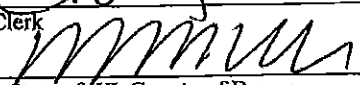
Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns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

SAG St Augustine Record 08/20/2026
SAG staugustine.com 08/20/2026

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 08/20/2026


Legal Clerk


Notary, State of WI, County of Brown

8.25.26

My commission expires

Publication Cost: \$82.24
Tax Amount: \$0.00
Payment Cost: \$82.24
Order No: 12517672
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 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 Blagetti
District Manager



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/1/26
Jeff Johnson
Landscape Maintenance
1.330.53800.46200

Invoice 819143	
Date	PO/Contract#
09/01/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$14,628.00
Property Address	
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

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

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Amount
#91410 - Maintenance Contract Services - Bannon Lakes CDD September 2026	\$14,628.00
Total	\$14,628.00

RECEIVED

By Tara Lee at 3:09 pm, Sep 01, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$14,697.88	\$0.00	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



751 GENERAL HUTCHISON PARKWAY
LONGWOOD, FLORIDA 32750
(407) 330-9466 * Fax (407) 330-9343

Approved 9/10/26
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

INVOICE

Invoice Number 17340
Invoice Date 9/10/2026
Nidy Job # 101T

Ship To: SAME

BANNON LAKES
435 BANNON LAKES BLVD

SAINT JOHNS FL 32259

Cust PO #		Customer #	3929	Ship VIA		Due Date:	9/11/2026
Item #	Description	Quantity	Unit Price	Extended Price			
104-500	Windscreen	1.00	345.00	345.00			
114	UPS Shipping Charges	1.00	45.00	45.00			

RECEIVED

By Tara Lee at 3:30 pm, Sep 10, 2026

Subtotal 390.00
Sales Tax 0.00
Total Amount Due 390.00

TERMS: Due Upon Receipt - 1.5% per month (18% APR) service charge on past due account!

THE POOLand Patio Shop
1408 Griflet Rd
Jacksonville, FL 32211

Invoice

Number	100063
Date	9/10/2026

Bill To

Jeff Johnson
Bannon Lakes CDD
435 Bannon Lakes Blvd
St Augustine, FL 32095
jjohnson@msnf.com

Ship To**PO Number**

904-660-3669

Terms**Project**

Fabric FT-121

Date	Description	Hours	Rate	Amount
	Replace slings on dining chairs	1	\$100.00	\$100.00
	Replace slings on chaise lounges	13	\$190.00	\$2,470.00
	weld support rod on chaise lounge	1	\$0.00	\$0.00
	Pickup\Delivery		\$200.00	\$200.00

Approved 9/10/26
Jeff Johnson
Miscellaneous
1.330.53800.46300

RECEIVED

By Tara Lee at 2:30 pm, Sep 10, 2026

Amount Paid	\$0.00
-------------	--------

Amount Due	\$2,770.00
------------	------------

Discount	\$0.00
----------	--------

Shipping Cost	\$0.00
---------------	--------

Sub Total	\$2,770.00
-----------	------------

Total	\$2,770.00
-------	------------

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$2,770.00	\$0.00	\$0.00	\$0.00	\$2,770.00



INVOICE

Customer	Bannon Lakes Community Development District
Acct #	618
Date	09/14/2026
Customer Service	Brendan Callen
Page	1 of 1

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

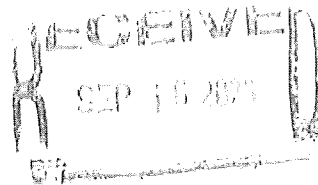
Payment Information	
Invoice Summary	\$ 34,004.00
Payment Amount	
Payment for:	Invoice#33983
100126279	

Thank You

Please detach and return with payment

Customer: Bannon Lakes Community Development District

Invoice	Effective	Transaction	Description	Amount
33983	10/01/2026	Renew policy	Policy #100126279 10/01/2026-10/01/2027 Florida Insurance Alliance Package - Renew policy Due Date: 9/14/2026	34,004.00



Please Remit Payment To:
Egis Insurance and Risk Advisors
P.O. Box 748555

RECEIVED

By Tara Lee at 9:57 am, Sep 18, 2026

Total
\$ 34,004.00

Thank You

FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349
TO PAY VIA ACH: Accretive Global Insurance Services LLC

Remit Payment To: Egis Insurance Advisors
P.O. Box 748555
Atlanta, GA 30374-8555

(321)233-9939

accounting@egisadvisors.com

Date

09/14/2026

**FREEDOM
PEST CONTROL**



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

Approved 9/16/26
Jeff Johnson
Pest Control
1.320.57200.54500

Service Slip/Invoice

INVOICE: 1244766
DATE: 08/31/2026
ORDER: 1244766

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
08/31/2026			2MARCUS	Marcus Lopez	08:15 AM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	09/16/2026		Lic:JE276424	09:45 AM

Service

Description

Price

MONTHLY	Monthly Pest Control	\$160.00
RODENT	Rodent Control	\$100.00

SUBTOTAL	\$260.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$260.00

RECEIVED

By Tara Lee at 3:11 pm, Sep 16, 2026

AMOUNT DUE \$260.00

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

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

**FREEDOM
PEST CONTROL**



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

Approved 9/16/26
Jeff Johnson
Pest Control
1.320.57200.54500

Service Slip/Invoice

INVOICE: 1249466
DATE: 09/16/2026
ORDER: 1249466

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
09/16/2026			2COLTON	Colton Summers	09:10 AM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	09/16/2026		Lic:JE222132	11:33 AM

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

MONTHLY	Monthly Pest Control	\$160.00
RODENT	Rodent Control	\$100.00

SUBTOTAL	\$260.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$260.00

AMOUNT DUE	\$260.00
------------	----------

RECEIVED

By Tara Lee at 2:41 pm, Sep 16, 2026

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

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



PO Box 6569
Hilton Head Island, SC 29938

Invoice 818599	
Date	PO/Contract#
08/14/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30

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

Property Address
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Qty/UOM	Rate	Amount
#94460 - Tennis Court Shrub Insecticide Treatment			
Landscape Enhancement Work - 08/07/2026			\$69.88
Invoice Total			\$69.88
Credits/Payments			(\$0.00)
Invoice Balance Due			\$69.88

Approved 9/16/26
Jeff Johnson
Landscape Contingency
1.330.57200.46210

RECEIVED

By Tara Lee at 7:08 am, Sep 17, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$14,628.00	\$69.88	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/17/26
Jeff Johnson
Tree Removals
1.330.538.46220

Invoice 820828	
Date	PO/Contract#
09/17/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$1,350.00

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

Property Address
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Amount
#95279 - Tree Work 136 falcon Quest Lane	
Cut and drop dead, pine trees, in preserve	
Cut and drop 3 dead pine trees behind 136 falcon quest Lane.	
Leave tree debris in preserve	
<i>Landscape Enhancement Work - 09/17/2026</i>	\$1,350.00
Total	\$1,350.00

RECEIVED

By Tara Lee at 3:31 pm, Sep 17, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$15,978.00	\$69.88	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/19/26
Jeff Johnson
Landscape Contingency
1.330.57200.46210

Invoice 94525	
Date	PO/Contract#
09/18/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$2,174.66
Property Address	
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

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

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Qty/UOM	Rate	Amount
#94525 - IGP Berm Viburnum Enhancement			\$2,174.66
Total			\$2,174.66

RECEIVED

By Tara Lee at 9:58 am, Sep 21, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/19/26
Jeff Johnson
Landscape Contingency
1.330.57200.46210

Invoice 94648	
Date	PO/Contract#
09/18/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$10,703.64

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

Property Address
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Qty/UOM	Rate	Amount
#94648 - Pond Bank Bed Restoration Project			\$10,703.64

Total \$10,703.64

RECEIVED

By Tara Lee at 9:59 am, Sep 21, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/19/26
Jeff Johnson
Landscape Contingency
1.330.57200.46210

Invoice 94661	
Date	PO/Contract#
09/18/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$84.15

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

Property Address
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Qty/UOM	Rate	Amount
#94661 - Event Lawn Bermuda Project			\$5,084.15
Enhancement Credit			(\$5,000.00)
Total			\$ 84.15

RECEIVED

By Tara Lee at 9:58 am, Sep 21, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/19/26
Jeff Johnson
Tree Removals
1.330.53800.46220

Invoice 94908	
Date	PO/Contract#
09/18/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$10,047.49

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

Property Address
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Qty/UOM	Rate	Amount
#94908 - Cypress Tree Removal Project			\$10,047.49
Total			\$10,047.49

RECEIVED

By Tara Lee at 9:58 am, Sep 21, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com



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

Invoice

Date 9/15/2026
Invoice # 131295637894

Terms	Net 20
Due Date	10/5/2026
PO #	
Delivery Ticket #	Sales Order #1359334
Delivery Date	9/15/2026
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To	Ship To
Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257	Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095

THANK YOU FOR YOUR BUSINESS!

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	500	gal	\$3.35	\$1,675.00
160-050	Pool Acid bulk by Gallon	45	gal	\$3.19	\$143.55
Fuel Surcharge	Fuel/EFS	1	ea	\$54.56	\$54.56

Approved 9/16/26
Jeff Johnson
Pool Chemicals
1.320.57200.45210

Subtotal \$1,873.11
Tax \$0.00
Total \$1,873.11
Amount Paid/Credit Applied \$0.00
Balance Due \$1,873.11

[Click Here to Pay Now](#)



RECEIVED
By Tara Lee at 3:24 pm, Sep 16, 2026



131295637894

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

Approved 9/21/26
Jeff Johnson
Nuisance Animal Control
1.320.57200.54510



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.: 39148
Terms: Net 14
Invoice date: 09/17/2026
Due date: 10/01/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Hog Removal	Hog Removal	3	\$150.00	\$450.00

Total **\$450.00**

Ways to pay



Note to customer

3 hogs removed from trap
1-male 100 lbs
2-females 80lbs

RECEIVED

By Tara Lee at 9:57 am, Sep 21, 2026

[View and pay](#)

Invoice

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

Description	Hours/Qty	Rate	Amount
Night Attendant through August 2026	192.23	28.00	5,382.44
1,320.57200.34200			
Alison Moring 9-16-26.			
Total			\$5,382.44
Payments/Credits			\$0.00
Balance Due			\$5,382.44

RECEIVED
By Tara Lee at 10:26 am, Sep 17, 2026

BANNON LAKES CDD
RIVERSIDE MANAGEMENT SERVICES, INC.
NIGHT ATTENDANT INVOICE DETAIL

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
192.23	Night Attendant	\$ 28.00	\$5,382.44
	Covers August 2026 - September 7, 2026		
	TOTAL DUE:		<u>\$5,382.44</u>

Night Attendant 1.320.57200.34200

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
RIVERSIDE MANAGEMENT SERVICES, INC.
NIGHT ATTENDANT BILLABLE HOURS
THROUGH AUGUST 2026 - SEPTEMBER 7, 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/26	4.89	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/2/26	5.29	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/3/26	5.07	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/4/26	5.04	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/5/26	5.19	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/6/26	5.07	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/7/26	4.97	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/8/26	5.12	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/9/26	5.05	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/10/26	4.97	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/11/26	4.89	C.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/12/26	4.92	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/13/26	5.12	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/14/26	5.04	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/15/26	4.92	C.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/16/26	5.09	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/17/26	5.1	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/18/26	5.15	G.V.	Night Attendant - Monitored facility and Enforced CDD Policies
8/19/26	5.07	J.P.	Night Attendant - Monitored facility and Enforced CDD Policies
8/20/26	5.02	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/21/26	5	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/22/26	4.9	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/23/26	5.22	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/24/26	5	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/25/26	5.52	J.A.	Night Attendant - Monitored facility and Enforced CDD Policies
8/26/26	5.04	J.A.	Night Attendant - Monitored facility and Enforced CDD Policies
8/27/26	4.97	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/28/26	5.14	J.A.	Night Attendant - Monitored facility and Enforced CDD Policies
8/29/26	4.99	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/30/26	5.14	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
8/31/26	4.95	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
9/1/26	5	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
9/2/26	5	D.L.	Night Attendant - Monitored facility and Enforced CDD Policies
9/3/26	5.07	D.L.	Night Attendant - Monitored facility and Enforced CDD Policies
9/4/26	5.05	D.L.	Night Attendant - Monitored facility and Enforced CDD Policies
9/5/26	5.14	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
9/6/26	5.12	M.K.	Night Attendant - Monitored facility and Enforced CDD Policies
9/7/26	5	D.L.	Night Attendant - Monitored facility and Enforced CDD Policies
TOTAL	<u><u>192.23</u></u>		

Riverside Management Services, Inc

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

Invoice

Invoice #: 306

Invoice Date: 8/31/2026

Due Date: 8/31/2026

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 Assistant through August 2026 1.320.57200.34100	52.2	28.00	1,461.60
Alison Moring 9-16-26			

Total	\$1,461.60
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Payments/Credits	\$0.00
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Balance Due	\$1,461.60
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RECEIVED**By Tara Lee at 10:26 am, Sep 17, 2026**

BANNON LAKES CDD
RIVERSIDE MANAGEMENT SERVICES, INC.
FACILITY ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
52.2	Facility Assistant	\$ 28.00	\$1,461.60
	Covers August 2026		
	TOTAL DUE:		<u>\$1,461.60</u>

Facility Assistant 1.320.57200.34100

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
RIVERSIDE MANAGEMENT SERVICES, INC.
FACILITY ASSISTANT BILLABLE HOURS
THROUGH AUGUST 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/26	5.02	E.M.	Completed daily checklist and returned calls and emails
8/2/26	5.94	C.V.	Completed daily checklist and returned calls and emails
8/8/26	6.05	L.H.	Completed daily checklist and returned calls and emails
8/9/26	6.24	S.S.	Completed daily checklist and returned calls and emails
8/15/26	4.77	L.H.	Completed daily checklist and returned calls and emails
8/16/26	5.9	J.P.	Completed daily checklist and returned calls and emails
8/22/26	6.19	S.S.	Completed daily checklist and returned calls and emails
8/23/26	6	S.S.	Completed daily checklist and returned calls and emails
8/29/26	6.09	L.H.	Completed daily checklist and returned calls and emails
TOTAL	<u>52.2</u>		

Invoice

Invoice #: 304
Invoice Date: 9/15/2026
Due Date: 9/15/2026
Case:
P.O. Number:

Alison Mossing
9-17-20

Total	\$7,155.00
Payments/Credits	\$0.00
Balance Due	\$7,155.00

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/3/26	8	T.W.	Replaced fitness center entrance light, inspected emergency equipment, straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/4/26	8	T.W.	Cleaned clubhouse window frames, painted clubhouse walls, straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/5/26	8	T.W.	Cleaned off 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, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/6/26	8	T.W.	Finished cleaning off 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, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/10/26	8	T.W.	Repaired event field damage, replaced utility box lid, 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
8/11/26	8	T.W.	Replaced four burnt out street lights, repaired vandalized 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, 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
8/12/26	8	T.W.	Replaced area utility covers (3), touch up painted area signs and dog park gate, 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,

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/13/26	8	T.W.	checked and changed trash receptacles, emptied and restocked dog waste receptacles, checked pool water levels and chemicals Changed clubhouse and fitness clock batteries, checked emergency equipment, 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
8/14/26	8	T.W.	Adjusted dog park gate locks, filled walkway with pot holes, 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
8/17/26	7	T.W.	Straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, courts and walkways, checked pool water levels and chemicals, reset clubhouse and fitness center, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/18/26	8	T.W.	Fixed pond bank washout, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, raked cart park and playground, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, 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, golf cart maintenance
8/19/26	8	T.W.	Fixed pond three bank washout, 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, courts and walkways, 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
8/20/26	8	T.W.	Fixed pool area signs, dug out new drainage ditch for pond two, 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
8/21/26	8	T.W.	Fixed broken entrance lighting, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, raked cart park and playground, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles,

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
			blew leaves and debris off pool deck, patio, courts and walkways, golf cart maintenance
8/24/26	8	T.W.	Washed clubhouse windows, filled walkway pot holes, 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
8/25/26	8	T.W.	Fixed pool entrance gate, repaired walkway no slip pads, 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
8/26/26	8	T.W.	Pressure washed patio deck and furniture, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, blew leaves and debris off pool deck, patio, courts and walkways, 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, checked pool water levels and chemicals
8/27/26	8	T.W.	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
8/28/26	8	T.W.	Cleaned muddy walkways, straightened and organized pool deck and patio furniture, reset clubhouse and fitness center, raked cart park and playground, checked pool water levels and chemicals, restocked pool and fitness center bathrooms, 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, golf cart maintenance
8/31/26	8	T.W.	Inspected emergency equipment, 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, restocked pool and fitness center bathrooms, raked cart park and playground, removed debris from roadways and pond, checked and changed trash receptacles, emptied and restocked dog waste receptacles

TOTAL 159

MILES 0

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

**FREEDOM
PEST CONTROL**



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

Approved 9/28/26
Jeff Johnson
Pest Control
1.320.57200.54500

Service Slip/Invoice

INVOICE: 1243737
DATE: 08/31/2026
ORDER: 1243737

Bill To: [106211]
Bannon Lakes CDD
Bannon Lakes Fitness Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095

Work Location: [106211] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Fitness Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095

Work Date	Time	Target Pest	Technician		Time In
08/31/2026			2MARCUS	Marcus Lopez	10:35 AM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	08/31/2026		Lic:JE276424	11:12 AM

Service	Description	Price
TC-10RP	Annual Termite Control Renewal	\$250.00
		SUBTOTAL \$250.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$250.00
		AMOUNT DUE \$250.00

RECEIVED
By Tara Lee at 11:36 am, Sep 28, 2026

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

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



PO Box 6569
Hilton Head Island, SC 29938

Approved 9/24/26
Jeff Johnson
Irrigation Repairs
1.330.53800.46400

Invoice 821039	
Date	PO/Contract#
09/23/26	
Account Manager	Terms
ALLEN FLANNERY	Net 30
Total Amount	\$247.83
Property Address	
Bannon Lakes CDD 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

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

Please detach and return with payment. *PAYMENTS DUE UPON RECEIPT* Thank You!

Description	Amount
#95940 - Irrigation Service Call- JAX 9-17-26	
Irrigation REPAIR - 09/17/2026	\$247.83
Labor - 09/17/26	
Spray Head 4" Rainbird 1804 (material)	
15 H Fixed Nozzles (Material)	
Total	\$247.83

RECEIVED

By Tara Lee at 9:49 am, Sep 24, 2026

Visa, Discover, AMEX, and MasterCard are accepted. All credit card transactions will incur a 3% non-refundable convenience fee. Payments can also be made via ACH, or by mailing a check to:

P.O. Box 6569 Hilton Head Island, SC 29938.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$1,597.83	-\$4,930.12	\$0.00	\$0.00	\$0.00

Phone #	E-mail	Web Site
843-785-3848	accountsreceivable@thegreeneryinc.com	www.thegreeneryinc.com

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 22, 2026

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Notification

Mr. Jim Oliver

Bannon Lakes CDD

Governmental Management Services – St. Augustine

Suite 114

475 West Town Place

St. Augustine, FL 32092

RECEIVED

By Tara Lee at 12:28 pm, Sep 25, 2026

Invoice No. 3814980

2723-1

Re: General Counsel

For Professional Legal Services Rendered

05/05/26	W. Haber	0.30	82.50	Review and revise budget and rules of procedure adoption resolutions
05/06/26	A. Cox	2.30	287.50	Prepare revised rules of procedure, resolution setting public hearing on revised rules of procedure, resolution adopting revised rules of procedure, notice of rule development for revised rules of procedure, notice of rulemaking for revised rules of development and disseminate same to Beach together with resolution approving FY 2027 proposed budget and setting hearing
05/08/26	W. Haber	0.60	165.00	Review and respond to inquiry from Lennar representative regarding real property conveyance
05/12/26	A. Cox	0.60	75.00	Disseminate resolutions to Beach for upcoming meeting
05/12/26	K. Jusevitch	0.20	25.00	Confer with Cox regarding meeting agenda items

KUTAK ROCK LLP

Bannon Lakes CDD

September 22, 2026

Client Matter No. 2723-1

Invoice No. 3814980

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05/13/26	A. Cox	0.60	75.00	Prepare work authorization and confer with Haber regarding same; disseminate work authorization to Beach and Sweeting
05/15/26	W. Haber	0.30	82.50	Confer with Biagetti regarding landscape maintenance RFP and failure to attend pre-bid meeting; review RFP
05/19/26	W. Haber	2.10	577.50	Prepare for and participate in Board meeting
05/29/26	A. Cox	0.90	112.50	Prepare agreement for district engineer services and confer with Haber regarding same
06/01/26	W. Haber	0.50	137.50	Review and revise addendum to landscape maintenance RFP; confer with Biagetti regarding same; review and revise work authorization for engineer
06/02/26	J. Daly	0.40	50.00	Coordinate response to auditor letter
06/02/26	W. Haber	0.20	55.00	Review agenda for June meeting
06/07/26	A. Willson	0.10	34.50	Research matters pertaining to statutory requirements for public notices resulting from legislative changes memorandum to district managers regarding statutory requirements for public notices
06/11/26	K. Haber	1.80	513.00	Review proposals for landscape maintenance and prepare summary of responses
06/12/26	K. Haber	1.20	342.00	Review proposals for landscape maintenance and prepare summary of responses; research campaign restrictions for elected officials; prepare summary of findings
06/12/26	W. Haber	0.60	165.00	Review Landscape Maintenance RFP responses; confer with Biagetti regarding same
06/12/26	K. Jusevitch	0.20	25.00	Update budget resolution

KUTAK ROCK LLP

Bannon Lakes CDD

September 22, 2026

Client Matter No. 2723-1

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06/15/26	W. Haber	0.70	192.50	Prepare for Board meeting; respond to inquiry regarding general election; confer with Biagetti regarding RFP review
06/16/26	A. Cox	1.40	175.00	Prepare and disseminate resolution adopting FY 2027 budget, notice of FY 2027 budget hearing, updated revised rules of procedure and redline updated rules of procedure to Beach; prepare annual assessment resolution FY 2027 and confer with Haber regarding same
06/16/26	W. Haber	1.90	522.50	Prepare for and participate in workshop and Board meeting
06/17/26	W. Haber	0.20	55.00	Confer with Biagetti regarding agenda for continued meeting and ability to hold closed session
06/22/26	W. Haber	2.20	605.00	Prepare for and participate in Board meeting
06/23/26	W. Haber	0.50	137.50	Review audit and confer with Peregrino regarding same
06/25/26	A. Cox	2.80	350.00	Confer with Haber regarding annual assessment resolution FY 2027; prepare letters for notice of intent to award landscape and irrigation maintenance services RFP and confer with Haber regarding same
06/25/26	W. Haber	0.20	55.00	Review and respond to inquiry regarding records request
06/26/26	W. Haber	0.30	82.50	Review and revise assessment resolution
06/29/26	K. Haber	0.70	199.50	Prepare notice of termination of landscape services; correspond with Biagetti regarding same
06/29/26	W. Haber	0.30	82.50	Review and revise award letters for landscape maintenance RFP
06/30/26	K. Haber	0.40	114.00	Prepare landscape maintenance agreement
TOTAL HOURS		24.50		

KUTAK ROCK LLP

Bannon Lakes CDD
September 22, 2026
Client Matter No. 2723-1
Invoice No. 3814980
Page 4

TOTAL FOR SERVICES RENDERED \$5,375.50

DISBURSEMENTS

Computer Research	15.63
Travel Expenses	3.25

TOTAL DISBURSEMENTS 18.88

TOTAL CURRENT AMOUNT DUE \$5,394.38