

**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.

September 15, 2026

Bannon Lakes CDD

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.

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.

September 15, 2026

Bannon Lakes CDD

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,

September 15, 2026

Bannon Lakes CDD

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.

September 15, 2026

Bannon Lakes CDD

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

September 15, 2026

Bannon Lakes CDD

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.

September 15, 2026

Bannon Lakes CDD

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

September 15, 2026

Bannon Lakes CDD

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.

September 15, 2026

Bannon Lakes CDD

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.

September 15, 2026

Bannon Lakes CDD

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.

September 15, 2026

Bannon Lakes CDD

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

September 15, 2026

Bannon Lakes CDD

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.

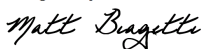
FOURTEENTH ORDER OF BUSINESS

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.

Signed by:



EB6F00213668403...
Secretary / Assistant Secretary

Signed by:



B875865F843E425...
Chairperson / Vice Chairperson