



Rizzetta & Company

# **Heritage Landing Community Development District**

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## **Board of Supervisors' Meeting February 12, 2026**

**District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084**

**[www.heritagelandingcdd.org](http://www.heritagelandingcdd.org)**

# HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

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District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.heritagelandingcdd.org](http://www.heritagelandingcdd.org)

## **Board of Supervisors**

Kevin Austin  
Christine Mallatt  
Robert Och  
Achara Tarfa  
Michael Taylor

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

## **District Manager**

Melissa Dobbins  
Lesley Gallagher

Rizzetta & Company, Inc.  
Rizzetta & Company, Inc.

## **District Counsel**

Wes Haber

Kutak Rock LLP

## **District Engineer**

Alex Acree  
Mike Silverstein

Matthews Design Group  
Matthews Design Group

### **All cellular phones must be placed on mute while in the meeting room.**

The Audience Comments portion, on Agenda Items Only, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, on General Items, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

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Board of Supervisors  
Heritage Landing Community  
Development District

February 5, 2026

## FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Heritage Landing Community Development District will be held on **February 12, 2026, at 6:00 p.m.** at the Heritage Landing Amenity Center, located at 370 Heritage Landing Parkway, St. Augustine, Florida 32092.

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consent Agenda ..... Tab 1
    1. Consideration of the Minutes of the Board of Supervisors' Meeting held on January 8, 2026
    2. Ratification of the Operation and Maintenance Expenditures for December 2025
4. **STAFF REPORTS - PART A**
  - A. District Engineer
    1. Storm Inlet Underdrain Inspection Phase 1-4  
– *Under Separate Cover*
    2. Update on Pool Paver Design and Permitting
  - B. Landscape and Maintenance – BrightView ..... Tab 2
    1. Consideration of Athletic Field Grading Proposal
5. **BUSINESS ITEMS**
  - A. Consideration of Hammerheads Swim Team Proposal ..... Tab 3
  - B. Discussion on Access Control Policies and Operational Guidelines ..... Tab 4
    1. Draft Amended Policies
    2. Draft Amended Facility Registration Form
  - C. Update on UTV Purchase
  - D. Discussion Regarding FPL Easement Mowing and Usage
  - E. Consideration of Resolution 2026-01; Conducting the General Election ..... Tab 5
6. **STAFF REPORTS PART - B**
  - A. District Counsel
  - B. Amenity Center and Field Maintenance ..... Tab 6
    1. Amenity Manager Report
    2. Field Operation Report
    3. Charles Aquatics Service Reports
  - C. District Manager
    1. Discussion Regarding FY 2026/27 Budget Workshop
    2. Discussion Regarding Playground Workshop

7. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
8. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,

*Melissa Dobbins*

District Manager

## **Tab 1**

**MINUTES OF MEETING**

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

**HERITAGE LANDING  
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Heritage Landing Community Development District was held on **January 8, 2026, at 1:00 p.m.** at the Heritage Landing Amenity Center, located at 370 Heritage Landing Parkway, St. Augustine, Florida 32092.

Present and constituting a quorum:

Kevin Austin	<b>Board Supervisor, Chairman</b>
Robert Och	<b>Board Supervisor, Assistant Secretary</b>
Achara Tarfa	<b>Board Supervisor, Assistant Secretary</b> <i>(joined in progress)</i>
Christine Mallatt	<b>Board Supervisor, Vice Chairman</b> <i>(via zoom)</i>
Michael Taylor	<b>Board Supervisor, Assistant Secretary</b>
Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>District Counsel, Kutak Rock LLC</b> <i>(via zoom)</i>
Michael Silverstein	<b>District Engineer, Matthews Design</b> <i>(via zoom)</i>
Jay King	<b>Vesta Property Services</b> <i>(via zoom)</i>
Todd Myhill	<b>Amenity Manager, Vesta Property Services</b>
Steve McAvoy	<b>BrightView, Account Manager</b>

Audience Members are present and on Zoom.

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER**

Mr. Austin called the meeting to order at 1:00 p.m.

**SECOND ORDER OF BUSINESS**

**PUBLIC COMMENTS ON  
AGENDA ITEMS**

No comments from audience present or on Zoom.

**THIRD ORDER OF BUSINESS**

**CONSENT AGENDA**

**A. Consent Agenda**

**1.) Consideration of the Minutes of the Board of Supervisors'  
Meeting held on December 11, 2025**

**2.) Ratification of the Operation and Maintenance Expenditures  
for November 2025**

On a motion by Mr. Och, seconded by Mr. Austin, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on December 11, 2025, and ratified the Operation and Maintenance Expenditures for November 2025 in the amount of \$62,664.04, for the Heritage Landing Community Development District.

**FOURTH ORDER OF BUSINESS**

**STAFF REPORTS – PART A**

**A. District Engineer**

Mr. Silverstein provided a brief update that the underdrain inspection is scheduled for next week and that the Legacy sinkhole repair was completed. Mr. Silverstein also noted that the pool paver design is nearly complete and he will forward Supervisor Tarfa for review so that it may be submitted for permitting. It was noted that if Supervisor Tarfa is unavailable, Mr. Silverstein should send to Mr. Austin.

**B. Landscape and Maintenance – BrightView (*Under Separate Cover*)**

Mr. McAvoy reviewed his report (Exhibit A) that was distributed under separate cover as it was not available to include in the agenda due to the schedule of the inspection.

**FIFTH ORDER OF BUSINESS**

**CONSIDERATION OF  
BRIGHTVIEW CREPE  
MYRTLE AND OAK TREE  
PRUNING PROPOSALS**

Discussion ensued regarding the crepe myrtle and oak tree pruning proposals and the areas that these would cover. Phasing the crepe myrtle pruning was discussed.

On a motion by Ms. Mallatt, seconded by Mr. Taylor, with majority in favor, Mr. Och opposed, the Board approved a not to exceed amount of \$4,500.00 for one day of crepe myrtle pruning to begin at the entry and work along Heritage Landing Parkway toward the amenity center, for the Heritage Landing Community Development District.

The oak tree pruning proposal was tabled at time.

Mr. McAvoy updated the board that there is an area of cogon grass at the FPL easement and BrightView will treat this at their expense.

**SIXTH ORDER OF BUSINESS**

**DISCUSSION ON ACCESS  
CONTROL POLICIES AND  
OPERATIONAL GUIDELINES**

It was requested that staff bring back the registration form with updates for the digital key to include rates as well as amended policies or guidelines for the board's consideration in February. It was noted that they would also like additional information on how the digital key would be conveyed.

**SEVENTH ORDER OF BUSINESS**

**DISCUSSION  
REGARDING PLAYGROUND  
EQUIPMENT**

This item was tabled at this time with further discussion to take place at the February meeting regarding a potential workshop on this item.

**EIGHTH ORDER OF BUSINESS**

**STAFF REPORTS – PART B**

**A. District Counsel**

Mr. Haber did not have a report but was available to answer questions.

*\*Supervisor Tarfa joined the meeting in progress.*

**B. Amenity Center and Field Maintenance**

**1.) Amenity Manager Report**

Mr. Myhill reviewed the reports found under tab 5 of the agenda. Mr. Myhill also updated the board that the resident of Heritage Landing had made restitution for the mudding incident and payment was received in full. The non-Heritage Landing resident had not responded to the certified letter received and a second letter had just been sent. Discussion ensued.

On a motion by Mr. Och, seconded by Mr. Austin, with majority in favor, Ms. Tarfa opposed, provided the nonresident involved in the mudding incident until January 26, 2026 to respond to the certified letters and make payment and if they did not, staff was directed to move forward having charges pressed in connection to this incident, for the Heritage Landing Community Development District.

Direction was given to send an Eblast to the community regarding the current policies in an effort to curb issues at the facility on Food Truck Friday prior to further considering cancelling these events.



**2.) Field Operation Report**

Mr. Taylor inquired about the UTV and Mr. Och provided some information regarding a Polaris ATV with an accessory that may enable the CDD to provide an improved trail system in the future and may assist with maintenance. Discussion ensued regarding this expense and whether the accessory is needed at this time.

On a motion by Mr. Och, seconded by Ms. Mallat, with majority in favor, Mr. Taylor and Mr. Austin opposed, the board approved the purchase of the Polaris ATV with accessory at a not to exceed amount of \$15,000.00, for the Heritage Landing Community Development District.

On a motion by Mr. Austin, seconded by Mr. Taylor, with all in favor, the board then approved the purchase of a pressure washer and supplies at a not to exceed amount of \$2,000.00, for the Heritage Landing Community Development District.

Changes were requested to the No trespassing sign including adding E bike language. It was requested that a final draft be circulated to the board, if there were no objections to move forward. If not, it would come back in February for further discussion.

**3.) Charles Aquatics Report - (Under Separate Cover)**

The board reviewed the Charles Aquatics report for December (Exhibit B) that was not received to include in the agenda.

**C. District Manager**

Ms. Gallagher updated the board that the December financials should start to reflect more assessments being received following November's property tax bills.

**NINTH ORDER OF BUSINESS**

**SUPERVISOR REQUESTS &  
AUDIENCE COMMENTS**

**Supervisor Request:**

No Supervisor Comments.

**Audience Request:**

An audience member had comments about the landscape conditions at the power lines.

**TENTH ORDER OF BUSINESS**

**ADJOURNMENT**

On a motion by Mr. Austin, and seconded by Mr. Och, with all in favor, the Board adjourned the meeting at 2:46 p.m., for the Heritage Landing Community Development District.
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Secretary /Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman

DRAFT

# Exhibit A

# Quality Site Assessment

Prepared for: **Heritage Landing @ WGV**

## General Information

**DATE:** Monday, Jan 05, 2026  
**NEXT QSA DATE:** Friday, Apr 03, 2026  
**CLIENT ATTENDEES:** Lourens Erasmus  
**BRIGHTVIEW ATTENDEES:** Steve McAvoy

## Customer Focus Areas

Turf health, Annuals, Weed control, Plant Health, Athletic Field

## Quality you can count on.

**7** Seven Standards of Excellence



Site Cleanliness



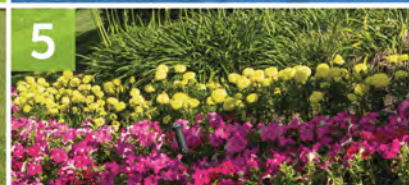
Weed Free



Green Turf



Crisp Edges



Spectacular Flowers



Uniformly Mulched Beds



Neatly Pruned Trees & Shrubs



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Carryover Items



- 1** There are a few dead pine limbs that fell in common areas up by the entrance. We will get with our teams to have this cleaned up during their next site visit.
- 2** There is a buildup of leaves and debris behind entrance wall. We will get with our team and have this addressed during next visit.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



- 1** We have some weeds inside and out of pool equipment area. We will get with our team to address during next visit.
- 2** Starting to see some winter weeds pushing up through the ornamental grasses inside of pool area. we will go ahead and schedule an over the top selective weed control
- 3** Starting to see some Pine straw buildup on some of the plant material inside of the pool area. We will review with our team and get this raked out next week while on site.
- 4** Pool area is clean and weed free



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



**5** Pavers are being sprayed for weed control on a weekly rotation

**6** Volleyball court area is weed free

**7** There are some minor bed weeds in mulch beds in front of clubhouse. We will get this sprayed this week while on site.

**8** We are scheduled to clean up wood line across from Pond from pool area this month. We will then continue down Heritage Landing Boulevard



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



**9** Athletic field turf has gone dormant, but looks very healthy otherwise

**10** Winter annuals are healthy and full of color

**11** There are some beds located at the entrance that are starting to get some winter weeds. We will schedule an over the top select selective

**12** Fire ants are being treated weekly. This is an area that was treated during last visit. We will continue to cycle through the property.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



- 13** Hard and soft surfaces are being edged as needed during the winter months
- 14** Smaller crêpe, myrtle trees will be pruned back this month with our team
- 15** We continue to get heavy stand of magnolia cones and leaves around tree collars. We will continue to remove during our rotations.
- 16** Ornamental grass cutbacks have been completed and we will now focus on contractor tree elevation this month



### Recommendations for Property Enhancements



- 1** There are some low spots on the athletic field that should be filled for aesthetics/ trip hazards. The worst of it could be done with 3 or 4 yards of soil/ yard sand and a few hours of labor. We will provide a quote to fill
- 2** There are approximately 200 crêpe myrtle trees in need of pruning throughout Site. We recommend doing a 1/3 reduction and removing cross branches and moss to help promote the health of tree trees.
- 3** There are several oak trees throughout Site that need structural pruning at select locations to help promote the health of turf and plants

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Notes to Owner / Client



- 1** Blue dazs at roundabout got hit hard by the cold temperatures. We will cut these back in February after the cold temperatures have passed, they should bounce back in the spring.



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Completed Items



- 1** Trimming is being completed as needed during the winter months
- 2** Starting to see some new Crepe Myrtle sucker growth pushing up near court areas. We will get with our team and have these removed.
- 3** We are starting to see a heavy stand of Pine straw throughout the property dropping weekly. We will continue to blow off parking areas, sidewalks, and turf areas as needed.
- 4** There have been a lot of fire piles popping up the last few weeks. We will continue to treat as needed.

# Exhibit B



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6869 Phillips Pkwy Dr. South Jacksonville Fl 32256

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Phone: 904-997-0044

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## Service Report

**Date:** December 16, 2025

**Biologists:** Jim Charles  
Rich Powers

**Client:** Heritage Landing CDD

**Waterways:** Thirteen Ponds

**Pond 1:** Pond was in good condition. The water level is good.



**Pond 2:** Pond was in good condition. The water level is normal. Fountain running normally.



**Pond 3:** Pond was in good condition. The water level is good.





**Pond 4:** Pond was in good condition. Both fountains are running.



**Pond 5:** Pond was in good condition. The water level is normal.



**Pond 6:** Pond is in good condition. The water level is normal.



**Pond 7:** Pond was in good condition this month. The water level is good.



**Pond 8:** Pond was in good condition. The water level is high. Fountain running normally. Treated torpedo grass is dead and decaying.



**Pond 9:** Pond was in good condition. Water level is normal.



**Pond 10:** Pond was in good condition. The water level is good.



**Pond 11:** Pond was in good condition. Water level is normal.



**Pond 12:** Pond was in very good condition. Water level is good.





**Pond 13:** Pond was in good condition. Water level is normal.



Jim Charles

# HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.HERITAGELANDINGCDD.ORG

## **Operation and Maintenance Expenditures**

**December 2025**

**Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2025 through December 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$199,471.98**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Heritage Landing Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	300242	9593888	Landscape Maintenance 12/25	\$ 22,067.00
Charles Aquatics, Inc.	300233	54380	Pond Maintenance 11/25	\$ 975.00
Charles Aquatics, Inc.	300254	54493	Pond Maintenance 11/25	\$ 160.00
Charles Aquatics, Inc.	300254	54522	Fountain Maintenance 12/25	\$ 400.00
Charles Aquatics, Inc.	300254	54581	Pond Maintenance 12/25	\$ 975.00
Chiller Medic, Inc.	300243	14893	Service Call 11/25	\$ 220.00
Chiller Medic, Inc.	300258	14965	Maintenance & Repairs 12/25	\$ 1,700.00
COMCAST	20251204-1	111025- 8495741400429787	Internet Services 11/25	\$ 329.76
Dynamic Security Professionals, Inc.	300235	46367 Deposit	Security Monitoring & Maintenance 11/25	\$ 4,350.00
Dynamic Security Professionals, Inc.	300246	46386 Balance	Security Monitoring & Maintenance 12/25	\$ 10,150.00
Florida Power & Light Company	20251215-3	0259383172-120125 ACH	Electric Services 11/25	\$ 254.30



# Heritage Landing Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Power & Light Company	20251215-1	2253166538-120125	Electric Services 11/25	\$ 4,158.61
		ACH		
Florida Power & Light Company	20251215-4	3910372170-120125	Electric Services 11/25	\$ 257.70
		ACH		
Florida Power & Light Company	20251215-6	4294170008-120125	Electric Services 11/25	\$ 97.74
		ACH		
Florida Power & Light Company	20251215-2	6028885090-120125	Electric Services 11/25	\$ 287.56
		ACH		
Florida Power & Light Company	20251215-5	7011035206-120125	Electric Services 11/25	\$ 27.88
		ACH		
Florida Power & Light Company	20251208-1	8709835048-112425	Electric Services 11/25	\$ 4,510.09
		ACH		
Gannett Florida LocaliQ	300244	0007454395	Legal Advertising 11/25	\$ 84.96
Joseph D. Merkley	300237	0002 Balance	Special Events 12/25	\$ 450.00
Kevin Lee Austin	20251216-1	KAustin121125-475	Board of Supervisors Meeting 12/11/25	\$ 200.00
		ACH		
Leslie Achara McNair-Tarfa	300252	ATarfa121125-475	Board of Supervisors Meeting 12/11/25	\$ 200.00
Matthews Design Group LLC	300247	194336	Engineering Services 11/25	\$ 3,677.16

# Heritage Landing Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Northeast Quality Services LLC	300234	39711	Janitorial Services 11/25	\$ 700.00
Northeast Quality Services LLC	300255	39960	Janitorial Services 12/25	\$ 700.00
Partridge Well Drilling Company, Inc.	300256	141829	Irrigation Repair 11/25	\$ 320.00
Poolsure	300249	131295633247	Pool Chemicals 01/26	\$ 38,778.01
Premier American Construction, Inc.	300250	1225-2219	Roadway Repairs 12/25	\$ 18,775.00
Republic Services	20251209-1	0687-001581421 ACH	Waste Disposal Services 12/25	\$ 370.88
Rizzetta & Company, Inc.	300236	INV0000105312	Accounting Services 12/25	\$ 5,983.33
Robert Och	300253	ROch121125-475	Board of Supervisors Meeting 12/11/25	\$ 200.00
St. Johns County Utility Department	20251219-2	503699115198-111925 ACH	Water Services 11/25	\$ 752.20
St. Johns County Utility Department	20251219-1	533275126033-111925 ACH	Water Services 11/25	\$ 143.45
Turner Pest Control, LLC	300257	475-240592 Renewal 2026	Termite Agreement Renewal 01/26	\$ 611.50

# Heritage Landing Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Turner Pest Control, LLC	300245	621375540	Pest Control 11/25	\$ 135.09
Turner Pest Control, LLC	300259	621496931	Pest Control 12/25	\$ 135.09
Valley National Bank	20251226-	CC113025-475 ACH	Credit Card Expenses 11/25	\$ 3,768.91
Vesta Property Services, Inc.	300251	429303	Management Services 10/25	\$ 35,221.63
Vesta Property Services, Inc.	300251	429464	Billable Expenses 10/25	\$ 117.00
Vesta Property Services, Inc.	300251	429738	Management Services 11/25	\$ 37,052.13
VGlobal Tech	300248	7941	Website Maintenance 12/25	<u>\$ 175.00</u>
<b>Report Total</b>				<b><u>\$ 199,471.98</u></b>

## **Tab 2**

# Quality Site Assessment

Prepared for: **Heritage Landing @ WGV**

## General Information

**DATE:** Monday, Feb 02, 2026  
**NEXT QSA DATE:** Friday, May 01, 2026  
**CLIENT ATTENDEES:** Lourens Erasmus  
**BRIGHTVIEW ATTENDEES:** Steve McAvoy

## Customer Focus Areas

Turf health, Annuals, Weed control, Plant Health, Athletic Field

## Quality you can count on.

**7** Seven Standards of Excellence



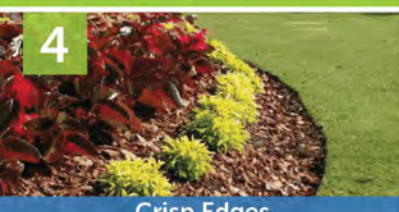
Site Cleanliness



Weed Free



Green Turf



Crisp Edges



Spectacular Flowers



Uniformly Mulched Beds



Neatly Pruned Trees & Shrubs



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Carryover Items



- 1** Starting to see some Pine straw buildup on some of the plant material inside of the pool area. We will review with our team and get this raked out next week while on site.
- 2** We are scheduled to clean up wood line across from Pond from pool area this month. We will then continue down Heritage Landing Boulevard
- 3** Fire ants are being treated weekly. This is an area that was treated during last visit. We will continue to cycle through the property.
- 4** We continue to get heavy stand of magnolia cones and leaves around tree collars. We will continue to remove during our rotations.



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



- 1** Winter annuals got hit hard by the cold weather. We will have our team deadhead plants and schedule a fertilizer application next week. We will continue to monitor.
- 2** There was a lot of fallen debris on Islands in front of clubhouse along Heritage Landing Boulevard. We will get with our team to address this week while on site.
- 3** All soft tissue plants throughout property have cold damage. We will get these cut back when the temperature has improved and continue to monitor.
- 4** Trimming is being completed as needed during the winter months

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



- 5** Pond maintenance is being completed as needed during the winter months
- 6** Bahia fields are being mowed as needed during the winter months
- 7** St Augustine turf is being mowed as needed during the winter months. It is best to stay off of dormant turf as much as possible to help reduce damage.
- 8** Cogan grass area found at 2nd pond on right from entrance. This will be treated on site in February after temperatures improve



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Maintenance Items



**9** Indian River cul-de-sac at 937 – there are approximately 10 wax Myrtle plants that we will be cutting down to 8 inches in February to see how they rejuvenate in the spring.

**10** Ditch located at north end of property is being serviced as needed during the winter months

### Recommendations for Property Enhancements



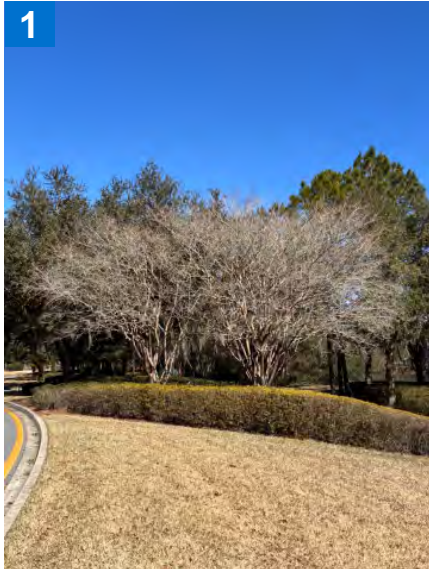
- 1** Turf areas across from roundabout where paver work was completed will need to be repaired in the spring. We will follow up with a quote after temperatures improve.
- 2** There are several turf areas throughout the property with cold damage. We will continue to monitor and revise this issue once temperatures improves.
- 3** There is some large fallen debris along wood line on Silver Glen that we recommend removing
- 4** We recommend filling hazardous holes on athletic fields. These are considered fall hazards, and should be filled in accordingly



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Notes to Owner / Client



- 1** Before Example of Crepe Myrtle Pruning
- 2** After Example of Crepe Myrtle Pruning Completed. Vendor was able to complete 22 trees. Depending on size and traffic on avg they should be able to complete 20 to 28 trees per day
- 3** Turf was treated on 1/19. Target for this application was to apply a Micronutrient package to keep the grass healthy throughout the winter months. Post emergent herbicides were applied to prevent and eliminate winter annual weeds. Expect to see results in 10-14 days.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

### Completed Items



- 1** Pool area is clean and weed free
- 2** There are some minor bed weeds in mulch beds in front of clubhouse. We will get this sprayed this week while on site.
- 3** There are some beds located at the entrance that are starting to get some winter weeds. We will schedule an over the top select selective
- 4** Hard and soft surfaces are being edged as needed during the winter months



# QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

## Completed Items



- 5** Ornamental grass cutbacks have been completed and we will now focus on contractor tree elevation this month

## Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing CDD	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy	To	Heritage Landing CDD
	Saint Augustine, FL 32092	Billing Address	c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy St Augustine, FL 32092

Project Name        Heritage -Athletic Field Grading  
Project Description   Enhancement

### Scope of Work

This quote is to fill in low hazardous areas located on athletic fields

QTY	UoM/Size	Material/Description	Total
<b>Soccer Field - repair</b>			<b>\$986.72</b>
1.00	EACH	Labor to fill holes and top dress select areas at soccer field	
4.00	EACH	yard sand (delivery included)	
<b>Baseball Field</b>			<b>\$1,445.45</b>
1.00	EACH	Labor to fill holes and top dress select areas at baseball field	
6.00	EACH	yard sand (delivery included)	

### Images

f3



f2



### THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
5811 County Rd 305, Elkton, FL 32033 ph. fax

## Proposal for Extra Work at Heritage Landing @ WGV

f1



For internal use only

**SO#** 8844854  
**JOB#** 460802023  
**Service Line** 130

**Total Price**

**\$2,432.17**

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
5811 County Rd 305, Elkton, FL 32033 ph. fax



## TERMS & CONDITIONS

- The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall 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 Customer makes the site available for performance of the work.
- Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- 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 this 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, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

### Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall 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 Customer. 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 15 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY**

### Customer

<b>Property Manager</b>	
Signature _____	Title _____
<b>Lourens Erasmus</b>	<b>February 03, 2026</b>
Printed Name _____	Date _____

### BrightView Landscape Services, Inc. "Contractor"

<b>Account Manager, Senior</b>	
Signature _____	Title _____
<b>Steve McAvoy</b>	<b>February 03, 2026</b>
Printed Name _____	Date _____

<b>Job #:</b>	<b>460802023</b>		
<b>SO #:</b>	<b>8844854</b>	<b>Proposed Price:</b>	<b>\$2,432.17</b>



## **Tab 3**

**January 2026**

## **Heritage Landing Hammerheads 2026 Swim Season Proposal**

The Heritage Landing Hammerheads want to confirm swim meet and practice dates. We had a remarkably successful season last year and are looking forward to our 20<sup>th</sup> year representing our neighborhood in a positive way throughout St. John's County.

Heritage Landing Hammerheads (HLH) is a non-profit organization that provides developmental swimming opportunities to residents and neighbors. We pride ourselves on creating an inviting and inclusive environment to encourage children to work hard, try their best and have fun. Resident volunteers run us, trained coaches and the team is made up of mostly resident swimmers, ages 4-18. We also provide volunteer and leadership opportunities to teen swimmers with our Junior Coach program.

HLH has been part of St. Johns Summer Swim League since 2006 and have fed countless lifeguards into our amenities center lifeguard staff. Our swimmers have also gone on competing at high school and college levels.

### **Overview:**

- Residents have priority registration; non-resident registration opens 2 weeks later.
- HLH will pay CDD a 10% revenue share percentage.
- HLH BOD will maintain constant and detailed communication with Vesta regarding swim team practices, meets, etc.

### **Swim Meets:**

- Four home meets with visiting teams
- Will utilize lap pool & deck area.
- Set up will be Friday evenings @ 9pm
  - Vesta employee to announce setup at 8:50pm
  - Pool area lights to be kept on until 11:15 pm
  - We will have a "Set-up Captain" as point person per set up.
- Visiting Swim team will use side entrances & keep gates closed unless staffed by a coach, Jr. coach, volunteer, or parent.
- Hammerheads will utilize main entrance.
- "No Parking" and "Overflow Parking" signs will be posted in all appropriate areas, as discussed previously with CDD & Vesta
- Volunteers will be present directing parking in the amenities center parking lot and on Steamboat Landing at every meet that includes a visiting team.
- HLH swimmers and families will continue to be encouraged to bike, walk, or park at a neighbor's house to reduce parking congestion during meets.
- HLH will collaborate with Vesta & HL Food Trucks to coordinate food trucks during home meets if possible.
- Saturday Dates for hosting swim meets.
  - 5/16
  - 5/30
  - 6/6
  - 6/13
  - 6/20
  - 6/27

**Practices:**

- Will utilize lap pool.
- Team will use main entrance.
- Team will clear open one lane if any non-swimmer resident requires a lane during practice times.
- Dates:
  - **April 13 - May 30**
  - Monday, Tuesday & Thursday
  - 4:45pm – 8:00pm
  
  - **June 2 – July 11**
  - Tuesday - Friday
  - 7:00am – 10:00am

## **Tab 4**



## CAMP HERITAGE USER FEE STRUCTURE

(1) The annual user fee for persons or entities not owning property within the District (“Annual User”) is \$2,500.00.

(2) Two (2) Facility Access Cards will be issued to each owner of property within the District and Annual User. There is a \$20.00 charge to replace lost cards. The max any one property owner or Annual User may hold is two (2) Facility Access Cards at any one time.

(3) Mobile access keys may be purchased by property owners and Annual Users at the cost of \$15 per credential.

- A Mobile Access Key Agreement must be completed before a new mobile access key may be purchased. Mobile credentials are awarded on an individual basis. If you need to replace a previously purchased mobile key, there is no need to complete a new agreement. If multiple members of a household desire mobile keys, each must complete an agreement prior to key purchase.
- There is no limit to the number of digital credentials per household.
- A recipient must be 14+ years and listed on the household’s facility registration form before the credential will be issued. A parent or guardian must sign the Mobile Access Key agreement along with the minor.
- Minors (14-17 years) must be in possession of a Heritage Landing youth identification card before a credential will be issued.
- The Keyscan Mobile App must be downloaded and installed on the recipient’s device. Once complete, a staff member will load the encrypted code into the app.
- Mobile credentials are tied to ONE device and that device ONLY; the credential cannot be transferred to another device after it has been paired with the specific device. If the device is lost, stolen or damaged it’s the resident’s responsibility to inform the amenity staff so the credential can be locked out of the system.
- When a resident upgrades their phone to a new unit the credential will not transfer and a new credential must be purchased at a cost of \$15.
- A photo of the device owner will be captured and stored in the access security system along with the issued key. This will help staff ensure that the appropriate member is using the device. In the event of a lost or stolen device the photo can assist in preventing unauthorized access to the facility.



## Mobile Access Key Agreement

### Mobile Key Recipient

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

### Primary Resident Contact

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### Duty of Care

The above recipient of a mobile access key agrees to treat the mobile device on which the key resides with the same level of security as a physical key or wallet.

### Non-Transferability

Mobile credentials are tied to a specific device and cannot be loaned, rented, leased, or cloned for another user. If a new device is obtained, the mobile credential will not be preserved. The KeyScan app must be downloaded on the new device and a new access key issued at the cost of \$15 (cash or check).

### Reporting Lost Devices

The above recipient of a mobile access key agrees to immediately report a lost or stolen mobile device to the amenity office. Upon notification the credential will be revoked to prevent unauthorized use. A replacement mobile key may be purchased for \$15 (cash or check).

### Data Collection

The above recipient agrees to the collection of technical information such as device type & app version for the purposes of service improvement and troubleshooting.

**Signature (over)** →

**Credential Holder Photo**

A photo will be taken of the credential holder at the time of issuance. The photo will be linked to the credential in our Access Security system and used only for identification of the credential holder.

**District Policy**

The above recipient of the mobile access key agrees to comply with all district policies regarding amenity access and use.

Signature represents agreement to all mobile key use stipulations stated in this document.

**Recipient Printed Name:** \_\_\_\_\_

**Recipient Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Printed Name (if minor):** \_\_\_\_\_

**Parent Signature (if minor):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Staff use only**

**Staff Member Name:** \_\_\_\_\_

**Staff Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Tab 5**



## RESOLUTION 2026-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE ST. JOHNS COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Heritage Landing Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated St. Johns County, Florida; and

**WHEREAS**, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the St. Johns County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT:**

1. **GENERAL ELECTION SEATS.** Seat 2, currently held by Christine Mallatt, Seat 3 currently held by Achara Tarfa, and Seat 4 currently held by Robert Och, are scheduled for the General Election in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2026. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 12th day of February 2026.

**HERITAGE LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

---

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

---

SECRETARY / ASSISTANT SECRETARY

## **EXHIBIT A**

### **NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Heritage Landing Community Development District (“District”) will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Avenue A, Suite 101, St. Augustine, Florida 32095, Ph: (904) 823-2238. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Heritage Landing Community Development District has three (3) seats up for election, specifically seats 2, 3 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the St. Johns County Supervisor of Elections.

**Publish on or before May 25, 2026.**

## **Tab 6**





## **Heritage Landing CDD Meeting**

February 12, 2026, 6:00 p.m.

**Date of Report: February 5, 2026**

**Todd Myhill, Amenity Manager**

---

- **Upcoming Programs and Events—Board Action Required**

- YMCA Spring Camp will take place March 16 to March 20.
- YMCA will schedule a Parent's Night Out from March to October, with the first night being March 14.
- YMCA would like the Board to approve a YMCA summer camp for this summer, from June 1 to August 7, with closures on June 19<sup>th</sup> and July 3<sup>rd</sup> in observance of federal holidays.
- The initial registration will be February 13 for Y members and February 16 for all others, if approved.
- Harold Hardy would like to provide a Summer Tennis Camp again this year, from June 1 to July 30. His previous agreement with the District for summer tennis camp is still in effect until the District terminates it. If you would like to have Mr. Hardy back, we'll schedule the camp. Registration will begin February 13. His fee is \$160 per session for 5- to 7-year-olds (one hour class); and \$240 for all other age groups (1.5 hour classes).
- Spring Fling is tentatively scheduled for April 4.
- The Heritage Landing Hammerheads will present for the 2026 season.



## YMCA Summer Day Camp

There is no better place for kids to connect, make new friends, try new things, and discover their potential. We look forward to meeting campers and having a safe, fun summer.

*Camp registration is available online only. Space is limited.*



the Y | 175th ANNIVERSARY

BEST FAMILY VALUE

**\$0 JOIN FEE + SUMMER CAMP SAVINGS**

PROMO CODE: FAMILYFUN

### Best Family Value

The Y offers programming and activities for all ages, interests and abilities including group exercise classes, virtual fitness, chronic disease prevention, nutrition, swimming, basketball, pickleball, camp, before and afterschool child care, and so much more. **Members also receive early access to Summer Camp registration and exclusive savings on camp! [Join today!](#)**

### Registration opens on:

- **February 13** – Exclusively for Members
- **February 16** – Non-members

## Camp Information

**Ages:** 5-12 *\*Child must be age 5 as of January 1, 2026.*

**Dates:** Varies by camp location.

*In observance of our federal holidays, we will not have camp on June 19 and July 3.*

**Cost:** Varies by camp location.

**Locations:** Baker, Clay, Duval, Nassau and St. Johns counties.

### Camp activities may include:

- STEM
- Arts and Humanities
- Character Development with a focus on the YMCA core values
- Outdoor games
- Swimming
- and more!

**Find your fun at Summer Day Camp at the YMCA!** Every two weeks, a new theme will help campers discover new skills, build self-confidence and feel a sense of achievement and belonging.

---

Need to make changes to your child's camp registration?

**\*ADD Weeks:** Please use the drop-down menus on our website under 'Locations' and register for a future week.

**\*CANCEL Weeks:** Please email our Youth Development office ([YD@FCYMCA.org](mailto:YD@FCYMCA.org)) to submit your cancellation in writing.

### Pricing, Payments, and Deposits

Pricing varies by location. When registering for camp, you must pay the \$50 registration fee (non-refundable, non-transferable – per child, per camp site) and pay \$25 non-refundable, non-transferable deposit for each week you want your child to attend. This deposit will hold your spot in that week. Weekly payments are paid as automatic payments through the account information on file. Your weekly fee will draft automatically on Wednesdays at approx. 3am before the week of care. A \$10 return fee will be added if your payment is returned. If you do not make payment by Thursday before the desired week, on Friday you will be unenrolled and lose your spot for that week. Both the \$25 deposit & \$50 registration fees are non-refundable, non-transferable and will be forfeited if unenrolled due to non-payment.

If you are registering your child as an active member and receive the member rate, you must maintain the membership during the entire duration of camp, otherwise your camp rate will be changed to reflect the non-member rate for camp.



## **Cancellation Policy**

Cancellations with a 7 day notice prior to the summer camp week will be refunded any money paid towards the sessions, minus the non-refundable, non-transferable \$25 deposit and the \$50 registration fee. Changing camps is the same as cancelling the original camp and ordering a new camp. All cancellations must be submitted by emailing our Youth Development office at [YD@FCYMCA.org](mailto:YD@FCYMCA.org).

## **Refunds**

Non-attendance does not entitle a participant to a refund. No refunds or adjustments will be granted for partial weeks missed due to illness, vacation or when YMCA programs are cancelled due to inclement weather. The YMCA reserves the right to apply any credit due to other outstanding balances. Refunds are issued within 30 days of cancellation. The registration fee and camp deposits are non-transferable, non-refundable.

## **Financial Assistance**

Scholarships, in the form of financial assistance, are awarded to families interested in participating in YMCA programs, like our Before and After School Program. To determine eligibility, a family must complete a financial assistance application and supply all necessary supporting documentation. A member of the YMCA professional staff team will review applications confidentially and make award determinations based on a sliding scale. We are sensitive to extenuating circumstances, and will readily discuss needs a family may have beyond what their household income would indicate. Financial Assistance application process may take up to 10 business days to process. Parent is responsible for full payment until a decision is made. Financial Assistance is not retroactive and will not be applied to previous payments; any applicable discounts will be into effect going forward.

## **Camp Savings**

First Coast YMCA members with a [Household membership](#) save 15% on Summer Day Camp. *(The child being registered must be listed as "active" on the membership along with the guardian.)* Active military E1 – E6 can save up to 30% per week on Day Camp for their children. To receive the military savings, military families must register online at [FCYMCA.org](http://FCYMCA.org) then visit a First Coast YMCA branch to present proof of current military status to receive your discount prior to the upcoming payment date. Military discounts will not be applied to previous weeks, only to future weeks. *\*Military ID by legal guardian of child(ren) must be provided in person at your local Y to receive discount. Not expired.*

## **Parent Orientation**

Tuesday, May 19 at 6:45pm via Microsoft Teams

## **Contact**

Please reach out to us at [YD@FCYMCA.org](mailto:YD@FCYMCA.org) or 904.644.0072 with any questions or for more information. Click the button below for specific site information.



# Joy of Tennis Coming to Heritage Landing, June 1 - July 30



Pacetti Bay Middle School  
Champions Sunshine Division 2023  
St. Johns County  
Coach Harold Hardy

## Beginner Children's Tennis Summer Camp

**Learn a sport you can play all of your life!**

**Participants will learn the basic tennis strokes and core values of the game!**

**Time to Register - Feb. 1, 2026 - May 4, 2026**

**\* ALL CLASS SIZES 4-8 STUDENTS ONLY**

**5-7yr - 9:30-10:30am**

**8-10yr - 11am-12:30pm**

**11-13yr - 3-4:30pm**

**14-16yr - 5-6:30pm**

**Session 1: June 1-4**

**Session 2: June 8-11**

**Session 3: June 15-18**

**Session 4: June 22-25**

**Session 5: June 29-July 2**

**Session 6: July 13-16**

**Session 7: July 20-23**

**Session 8: July 27-30**

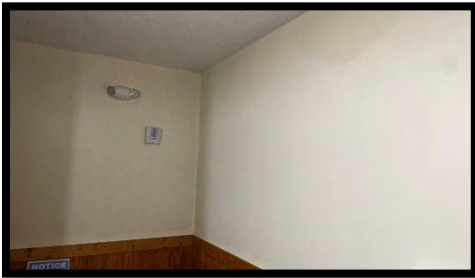


**Coach Harold Hardy**  
**hhardy200@gmail.com**  
**608.347.8687**



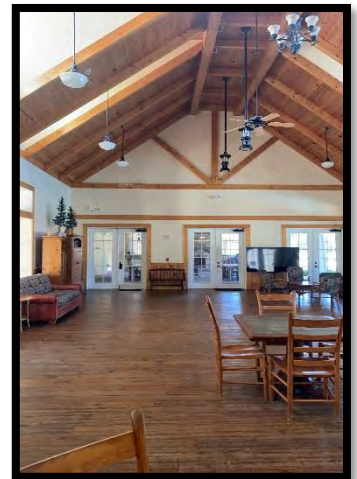
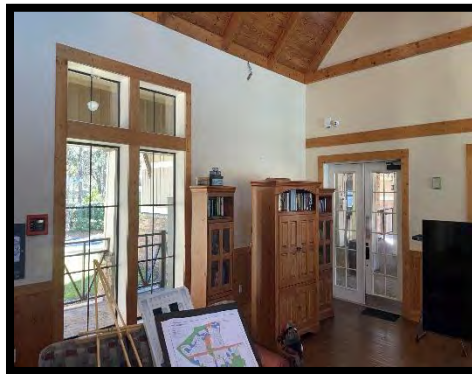
**Heritage Landing CDD Meeting**  
**February 12, 2026**  
**Field Operations Manager Report**  
**Date of report: 2/2/2026**

**Bathroom paint:**



Repainted the walls in the mens bathroom. Same color but at least its clean and good looking.

**Heritage Room paint:**



Walls were prepped and painted with the same color.



**Slide support rails painted:**



All Weather contractors prepped and painted the supports.

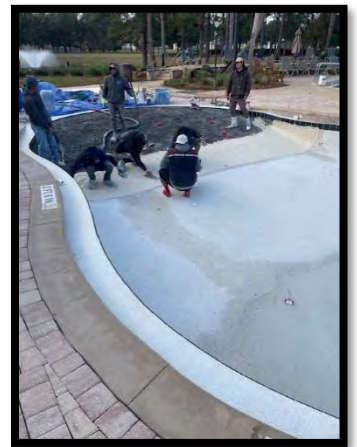
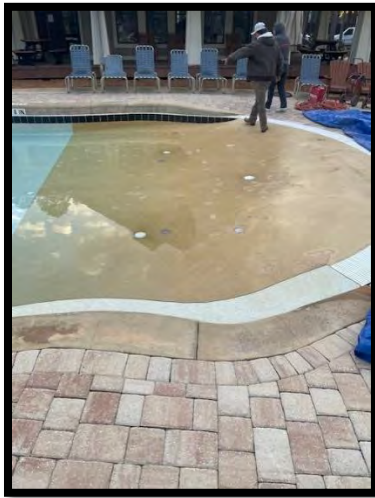
**New led lights for tennis courts:**



Only 4 more lights to replace, we have almost completed the switch over on all the courts.



## Rec pool repair:



The old marcite was cut and chipped out, pool prepped and new marcite installed. The top steps were all chipped out and repoured to ensure no hollow spots. New bull nose tile had to be installed on the steps.



### **Rounabout pavers and SilverGlen bike rack:**



All Weather contractors made the modifications to the paver pad at the roundabout to increase the footprint allowing more standing room for the kids. There was an irrigation valve in the way that had to be moved by BrightView. The new bike rack was completed at the SilverGlen area close to Tawny Marsh.

### **New pool heaters:**



2 new heaters were installed, we have 4 new heaters out of the 8. Hopefully we get thru this winter and then possibly replace two in the next cold season.



### Stonework:

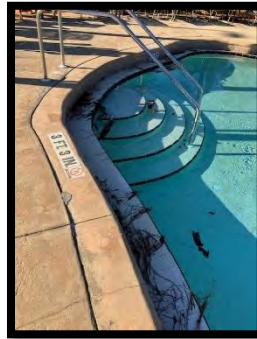
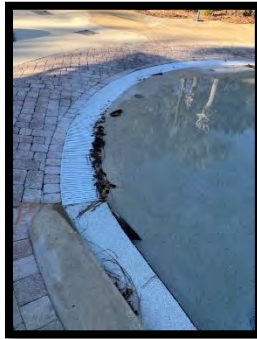
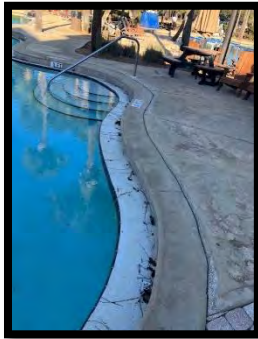
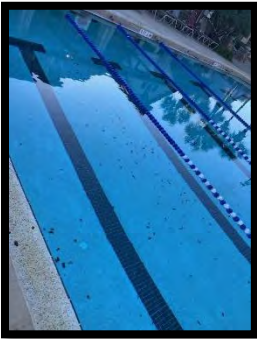


Some stone pieces popped off and we reinstalled them at the dumpster and pool area.

### General maintenance:



Windscreens went down due to the frigid temps causing the plastic zip ties to snap. We rehung them up.



Pools were cleaned



Pressure washing started



season.

Slide pump pit cleaned and and scrubbed out ready for the next



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## Service Report

**Date:** December 16, 2025

**Biologists:** Jim Charles  
Rich Powers

**Client:** Heritage Landing CDD

**Waterways:** Thirteen Ponds

**Pond 1:** Pond was in good condition. The water level is good.





**Pond 2:** Pond was in good condition. The water level is normal. Fountain running normally.



**Pond 3:** Pond was in good condition. The water level is good.



**Pond 4:** Pond was in good condition. Both fountains are running.



**Pond 5:** Pond was in good condition. The water level is normal.



**Pond 6:** Pond is in good condition. The water level is normal.



**Pond 7:** Pond was in good condition this month. The water level is good.



**Pond 8:** Pond was in good condition. The water level is high. Fountain running normally. Treated torpedo grass is dead and decaying.





**Pond 9:** Pond was in good condition. Water level is normal.



**Pond 10:** Pond was in good condition. The water level is good.



**Pond 11:** Pond was in good condition. Water level is normal.



**Pond 12:** Pond was in very good condition. Water level is good.



**Pond 13:** Pond was in good condition. Water level is normal.



Jim Charles



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Phone: 904-997-0044

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## Service Report

**Date:** January 21, 2026

**Biologists:** Jim Charles  
Rich Powers

**Client:** Heritage Landing CDD

**Waterways:** Thirteen Ponds

**Pond 1:** Pond was in good condition. The water level is good.





**Pond 2:** Pond was in good condition. The water level is normal. Fountain running normally.



**Pond 3:** Pond was in good condition. The water level is low.



**Pond 4:** Pond was in good condition. Both fountains are running.



**Pond 5:** Pond was in good condition. The water level is normal.



**Pond 6:** Pond is in good condition. The water level is normal.



**Pond 7:** Pond was in good condition. The water level is good.



**Pond 8:** Pond was in good condition. The water level is high. Fountain running normally. Treated torpedo grass continues to decay.





**Pond 9:** Pond was in good condition. Water level is low.



**Pond 10:** Pond was in good condition. The water level is good.



**Pond 11:** Pond was in good condition. Water level is normal.





**Pond 12:** Pond remains in very good condition. Water level is good.



**Pond 13:** Pond was in good condition. Water level is normal.



Jim Charles