



Rizzetta & Company

Heritage Landing Community Development District

**Board of Supervisors' Meeting
August 14, 2025**

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

www.heritagelandingcdd.org

HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
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	Rizzetta & Company, Inc.
District Counsel	Wes Haber	Kutak Rock LLP
District Engineer	Alex Acree	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

August 7, 2025

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Heritage Landing Community Development District will be held on **August 14, 2025, 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 July 10, 2025
 - 2.) Ratification of the Operation and Maintenance Expenditures for June 2025
4. **STAFF REPORTS - PART A**
 - A. District Engineer
 - B. Landscape and Maintenance – BrightViewTab 2
 - 1.) Consideration of Tree Clearance Proposal
5. **BUSINESS ITEMS**
 - A. Consideration of Water Slide Service Agreement..... Tab 3
 - B. Consideration of Holiday Lights Proposal.....Tab 4
 - C. Public Hearing on Rates and Rules..... Tab 5
 - 1.) Consideration of Resolution 2025-06; Adopting Rules and Rates
 - D. Discussion Regarding Amenity Management Proposals – *Under Separate Cover*
 - E. Public Hearing on Fiscal Year 2025/2026 Budget..... Tab 6
 - 1.) Consideration of Resolution 2025-07; Adopting FY 2025/2026 Budget
 - F. Public Hearing on Special Assessments.....Tab 7
 - 1.) Consideration of Resolution 2025-08; Imposing Special Assessments
6. **STAFF REPORTS PART - B**
 - A. District Counsel
 - B. Amenity Center and Field Maintenance..... Tab 8
 - 1.) Amenity Manager Report
 - i. Review Dance Class Request
 - ii. Stretch & Soul Wellness Class Request
 - 2.) Field Operation Report
 - 3.) Charles Aquatics Service Reports
 - C. District Manager
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

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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 **July 10, 2025, 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 | Board Supervisor, Chairman |
| Christine Mallatt | Board Supervisor, Vice Chairperson |
| Robert Och | Board Supervisor, Assistant Secretary |
| Achara Tarfa | Board Supervisor, Assistant Secretary <i>(via speaker phone)</i> |
| Micheal Taylor | Board Supervisor, Assistant Secretary |

Also present were:

- | | |
|------------------|--|
| Melissa Dobbins | District Manager, Rizzetta & Company, Inc. |
| Wes Haber | District Counsel, Kutak Rock LLC |
| Lourens Erasmus | General Manager, Vesta Property Services |
| Jay King | Vice President, Vesta Property Services |
| Steve McAvoy | BrightView Landscape |
| Mike Silverstein | District Engineer, Matthews Design <i>(via speaker phone)</i> |

Audience Members are present and on Zoom.

FIRST ORDER OF BUSINESS

CALL TO ORDER

SECOND ORDER OF BUSINESS

**PUBLIC COMMENTS ON
AGENDA ITEMS**

There were no audience comments.

THIRD ORDER OF BUSINESS

CONSENT AGENDA

A. Consent Agenda

1.) Consideration of the Minutes of the Board of Supervisors' Meeting held on June 12, 2025

2.) Consideration of Minutes of the Second Audit Committee Meeting held on June 12, 2025

3.) Ratification of the Operation and Maintenance Expenditures for May 2025

On a motion by Ms. Mallat, seconded by Mr. Taylor, with all in favor, the Board approved the Board of Supervisors' meeting minutes held on June 12, 2025, the Second Audit Committee Meeting held on June 12, 2025 and ratified the Operation and Maintenance Expenditures for May 2025 in the amount of \$115,568.04, for the Heritage Landing Community Development District.

**Board moved to Audience General Comments*

FOURTH ORDER OF BUSINESS

AUDIENCE COMMENTS

Audience Comments:

Comments and a request were made regarding starting up a club again for cornhole. After discussion, the board approved the club to hold games twice a month and to coordinate details for a social club with the amenity staff.

FIFTH ORDER OF BUSINESS

STAFF REPORTS - PART A

A. District Engineer

Mr. Silverstein updated the board that the pool deck survey had been completed. He requested that the board provide additional information regarding where they would like to see pavers. After discussion, the board authorized Ms. Tarfa to work with the District Engineer, after which staff would circulate ideas to the rest of the board.

Mr. Silverstein informed the board that the HOA is obtaining proposals for the sinkhole/knockout hole repair within the Legacy. The board discussed the matter and which entity might be responsible for the damage. It was determined that the discussion would be tabled until further information is presented by the HOA.

Mr. Silverstein stated that his firm was pulling stormwater permits to confirm the maintenance requirements. After discussion, the board directed staff to review the permits and update the board on any necessary requirements that may not yet be met.

B. Landscape and Maintenance

Mr. McAvory reviewed his report.

SIXTH ORDER OF BUSINESS

FURTHER REVIEW OF AMENITY SUSPENSIONS

There were no residents present regarding suspensions.

SEVENTH ORDER OF BUSINESS

REVIEW OF E-BIKE POLICY

After discussion the board approved to modify the E-Bike and E-Scooter policies to not allow them on CDD property other than riding in parking lot to and from bike racks to use the facilities.

On a motion by Ms. Mallat, seconded by Mr. Austin, the Board approved modifying the E-Bike Policy for the Heritage Landing Community Development District.

EIGHTH ORDER OF BUSINESS

STAFF REPORTS PART - B

A. District Counsel

* No Report

B. Amenity Center and Field Maintenance

1.) Amenity Manager Report

The board discussed the need for agreements now that food trucks are managed by a booker. The board agreed to no longer use a district agreement but still requires each food truck vendor to provide a COI.

2.) Field Manager Report

The board requested Mr. Erasmus to look to get Holiday Lighting proposals now so they can be scheduled to be installed right after Thanksgiving. The board also requested staff to review options, like waivers when parents attend programs for children and/or background checks for smaller vendors instead of the requirement for them to carry the additional SAMs insurance coverage.

3.) Charles Aquatics Report

C. District Manager

Ms. Dobbins reminded the board that at the August meeting they will hold two public hearings: one for the budget and another for reviewing the amenity rates.

Ms. Dobbins also requested further instructions on whether they wanted proposers for the Amenity Management RFP to attend the Aug. meeting. The board requested that they only review the proposals once received which they will then discuss at the August meeting to determine the next steps.

NINTH ORDER OF BUSINESS

**SUPERVISOR REQUESTS &
AUDIENCE COMMENTS**

Supervisor Request:

Mr. Taylor asked what the District’s legal use of the FPL easement was. Mr. Harber confirmed that the district can use the easement for use if it isn’t restricting FPL for their use and maintenance per the terms of the easement agreement.

TENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Austin, and seconded by Mr. Taylor, with all in favor, the Board adjourned the meeting at 3:30 p.m., for the Heritage Landing Community Development District.

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Secretary /Assistant Secretary

Chairman / Vice Chairman

DRAFT

HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

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

WWW.HERITAGELANDINGCDD.ORG

Operation and Maintenance Expenditures

June 2025

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2025 through June 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$116,536.71**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
2 Men Concrete, Inc.	300114	244 Deposit	Replace Pavers Walkway 05/25	\$ 5,122.50
Admiral Furniture, LLC	300127	A-51219	Market Umbrella's and Non-Folding Adirondack Chairs 07/25	\$ 3,495.29
BrightView Landscape Services, Inc.	300111	9360085	Cogon Grass Treatment 05/25	\$ 536.40
BrightView Landscape Services, Inc.	300122	9379079	Landscape Maintenance 06/25	\$ 22,067.00
BrightView Landscape Services, Inc.	300122	9382721	Irrigation Repair 05/25	\$ 1,431.22
Broadcast Music, Inc.	300120	59677249	Music License 06/01/25-05/31/26	\$ 418.00
Chiller Medic, Inc.	300112	13707	Service Call Repair 05/25	\$ 404.00
Chiller Medic, Inc.	300123	13736	Service Call Repair 05/25	\$ 1,720.00
Christine Mallatt	20250624-2	CM061225 ACH	Board of Supervisors Meeting 06/12/25	\$ 200.00
COMCAST	20250604-1	8495 74 140 0429787 05/25 ACH	Internet Services 05/25	\$ 319.23

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Health in St. Johns County	300115	55-BID-7918111	Swimming Pool Permit #55-60-00453 06/25	\$ 350.00
Florida Department of Health in St. Johns County	300115	55-BID-7918112	Swimming Pool Permit #55-60-00455 06/25	\$ 350.00
Florida Department of Health in St. Johns County	300115	55-BID-7918282	Swimming Pool Permit #55-60-00454 06/25	\$ 225.00
Florida Department of Revenue	20250616-2	65-8015563124-2 05/25 ACH	65-8015563124-2 Sales & Use Tax 05/25	\$ 166.28
Florida Power & Light Company	20250610-1	87098-35048 05/25 ACH	Electric Services 05/25	\$ 4,510.09
Florida Power & Light Company	20250616-1	Monthly Summary 05/25 ACH 475	Electric Services 05/25	\$ 4,447.48
Heritagel Landing CDD	DC060525	DC060525	Debit Card Replenishment 06/05/25	\$ 4,312.52
Kevin Lee Austin	202506241	KA061225 ACH	Board of Supervisors Meeting 06/12/25	\$ 200.00
Leslie Achara McNair-Tarfa	300124	AT061225	Board of Supervisors Meeting 06/12/25	\$ 200.00
Michael C. Taylor	20250624-3	MT061225 ACH	Board of Supervisors Meeting 06/12/25	\$ 200.00

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 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	300128	38368	Janitorial Services 06/25	\$ 900.00
Republic Services	20250606-1	0687-001533320 ACH	Account# 3-0687-0036986 Waste Disposal Services 06/25	\$ 366.75
Rizzetta & Company, Inc.	300110	INV0000099678	District Management Fees 06/25	\$ 5,983.33
Robert Och	300125	RO061225	Board of Supervisors Meeting 06/12/25	\$ 200.00
Simply South Catering LLC	300126	052825 4th	July 4th Catering 07/25	\$ 3,800.00
St Johns Utility Department	20250618-2	503699-115198 05/25 ACH	Water Services 05/25	\$ 983.51
St Johns Utility Department	20250618-1	533275-126033 05/25 ACH	Water Services 05/25	\$ 216.74
Turner Pest Control, LLC	300117	620646705	Pest Control Services 05/25	\$ 135.09
Vesta Property Services, Inc.	300121	427078	Management Services 05/25	\$ 46,318.28
VGlobal Tech	300119	7333	ADA Website Maintenance 06/25	\$ 175.00
Wayne Automatic Fire Sprinklers, Inc.	300113	1220048	Semi-Annual Sprinkler Inspection 05/25	\$ 186.00

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Wayne Automatic Fire Sprinklers, Inc.	300118	1221062	Service Call 05/25	\$ 2,200.00
Wayne Automatic Fire Sprinklers, Inc.	300118	1221206	Service Call 05/25	<u>\$ 4,397.00</u>
Report Total				<u>\$ 116,536.71</u>

Tab 2



Quality Site Assessment

Prepared for: **Heritage Landing @ WGV**

General Information

- DATE:** Monday, Aug 04, 2025
- NEXT QSA DATE:** Monday, Nov 03, 2025
- 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.

<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1</p> <p>Site Cleanliness</p>	 <p>2</p> <p>Weed Free</p>	 <p>3</p> <p>Green Turf</p>
	 <p>4</p> <p>Crisp Edges</p>	 <p>5</p> <p>Spectacular Flowers</p>	 <p>6</p> <p>Uniformly Mulched Beds</p>

Carryover Items



- 1** There are some vines growing along fence to RV park. We will get with our team to have these removed during next visit.
- 2** We have scheduled in over the top weed control. Treatment for the ornamental grass is located inside pool area. We will follow up upon completion.
- 3** We continue to improve monthly with removal of vines and volunteers

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Maintenance Items



1 Turf color is improving by court areas

2 Athletic field turf color is improving as well

3 Agapanthus stalks throughout property need to be cut back. We will get with our team and have them start removing this month

4 Northside FPL fence area was cleaned up last week while on site

Maintenance Items



5 The Well area located on Silver Glen Has some vines encroaching from preserve. We will get with our team and have these removed and sprayed to help avoid encroaching vines in the future.

6 Storm drains are being line trimmed and sprayed as needed

7 Island tip on Silver Glen before roundabout has chinch bugs. We will go ahead and get this area treated ASAP, once eradicated we will replace soil and turf in this area.

8 Flowers located at Silver Glen area that we freshened with soil mix are thriving and look great.

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Maintenance Items



- 9** Playground area is clean and weed free
- 10** Pool deck area is clean and weed free
- 11** Bed's located behind waterslide need to be sprayed for weed control. This will be sprayed during next visit
- 12** Jasmine beds inside of pool area are starting to get some grassy weed pushing up through bed areas. We will get with our team and have an over-the-top selective applied during next visit..

Maintenance Items



13 Shrubs are being trimmed on a weekly rotation

14 Starting to see some torpedo grass push up through the sand around volleyball court. We will get with our team and have this treated during next visit.

15 Hard and soft surfaces are being edged on a weekly rotation

Recommendations for Property Enhancements



- 1** Oak tree between athletic fields has a possible lightning strike or disease. We will follow up on whether this tree needs a complete or partial removal
- 2** There are about seven large oak trees at the east end of Heritage Landing Parkway before roundabout area that we recommend structurally pruning
- 3** We will be providing a quote to install pavers by the school bus stop area across from roundabout this week.
- 4** We have a few dead trees throughout the property in need of removal. We will follow up with a quote.

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Notes to Owner / Client



- 1** FPL area has been retreated for Cogan grass
- 2** Approximately 50% of Loropetalum that were transplanted by bus stop area did not make it. It is currently being watered three times daily. We will continue to monitor
- 3** Declining turf areas along front of amenities center has been repaired With new sod. We will continue to monitor as this appears to have been from high traffic.

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Completed Items



- 1** There is some new sucker growth pushing up behind Jasmine bed at the intersection of Swallow tail and Heritage landing pkwy. We will get with our team and have these removed during their next visit
- 2** There is some plant material over hanging sidewalk along silver Glenn. We will get with our team and have this cut back during their next visit.
- 3** Palm pruning has been completed inside of pool area

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	232 Silver Glen Ave Saint Augustine, FL 32092	To Billing Address	Heritage Landing CDD c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy St Augustine, FL 32092

Project Name Heritage Landing - Allapattah Tree Clearance
 Project Description General tree

Scope of Work

QTY	UoM/Size	Material/Description	Total
Allapattah/ Bus stop area			\$857.14
1.00	LUMP SUM	Elevate trees on the back side for better sun light to need plants and sod being installed. Trees will be 360 pruned and the centers clean out for sunlight.	

For internal use only

SO# 8710472
JOB# 460802023
Service Line 300

Total Price \$857.14

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

- 1. 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.
- 2. 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.
- 3. 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.
- 4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- 5. 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.
- 6. 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.
- 7. 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.
- 8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 9. 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.
- 10. 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.
- 11. 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.
- 12. 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.
- 13. 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.
- 14. 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.

- 15. 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:

- 16. 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.
- 17. 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

Signature _____	Title	Property Manager
Lourens Erasmus	Date	July 10, 2025
Printed Name		

BrightView Landscape Services, Inc. "Contractor"		
Account Manager		
Signature _____	Title	
Steven C. McAvoy Jr.	Date	July 10, 2025
Printed Name		

Job #:	460802023		
SO #:	8710472	Proposed Price:	\$857.14

Tab 3

SlideRenu®

Three-Year Maintenance Agreement (2026–2028)

This agreement is made between **SlideRenu Service, LLC** and **Heritage Landing CDD**, located at **370 Heritage Landing Parkway, St. Augustine, FL 32092** (same as project location address).

Client agrees to enter into a three-year annual maintenance contract for the waterslide(s) as outlined below. The maintenance services will be performed once per year and include standard cleaning, inspection, and surface preservation measures, excluding resurfacing or structural repair work. Annual pricing for each year is as follows:

- **2026 Maintenance Service:** \$6,803.00
- **2027 Maintenance Service:** \$6,449.00
- **2028 Maintenance Service:** \$5,998.00

Interior Resurfacing – 2026

A separate proposal amount of \$21,322.00 is provided for the **interior resurfacing of the slide in 2026**. This pricing is based on the current size, configuration, and color of the slide. It **does not include any major structural repairs or additional services** that may be necessary. Any such repairs will be assessed and quoted separately at the time of inspection.

2026 Resurfacing Scope Includes:

- Heavy sanding, degreasing, and power washing
- Common fiberglass and gel coat repairs
- Gel coat application
- Removal and replacement of all sealant on joints and flanges with industry-standard sealant
- Waxing of surface
- Final safety check for defects, debris, etc.
- All materials and labor included

Exclusion Clause – Resurfacing Within Maintenance Term

In the event that **interior resurfacing is required during one of the scheduled maintenance years (2026–2028)**, the Client **will not be charged for the standard annual maintenance that year**. Instead, the Client will be billed for the **resurfacing cost only**, along with any **quoted repairs** determined necessary at the time of inspection.

Please note: At this time, pricing for resurfacing is only guaranteed for the year **2026**. Should resurfacing be required in **2027 or 2028**, pricing will be provided **6 to 9 months in advance of the scheduled work**, and will be based on site conditions and current pricing of materials and labor.

<https://sliderenuservice.com/>

- 12703 Spectrum Dr., San Antonio, TX - 78249
- Customer Service: 210.779-1260 • Service General Manager: 210.993.7799
- Admin@sliderenuservice.com / Robert@sliderenuservice.com
- MAINTENANCE – Heritage Landing CDD_2026-2028

Pricing Validity

All prices listed above are valid **only if services are performed in each contractual year**, either as maintenance or resurfacing. Skipped or postponed years may result in pricing adjustments or re-quotation based on current rates and conditions.

Customer Signature

Date

Printed Name & Title

Tab 4

INVOICE

A Beautiful Life Enterprises LLC
52 Tuscan Way Ste 202-349
Saint Augustine, FL 32092

holidayandeventlights@gmail.com
+1 (904) 679-1150



Bill to

Heritage Landing CDD
370 Heritage Landing Pkwy
St. Augustine, FL 32092

Invoice details

Invoice no.: 1068
Invoice date: 07/29/2025
Due date: 08/28/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Holiday Lighting Reinstall	Reinstall stake lighting 60' (behind west wall) at main entrance	1	\$270.00	\$270.00
2.		Holiday Lighting Reinstall	Reinstall pre-lit garland to sign on west side signage	1	\$132.35	\$132.35
3.		Holiday Lighting Reinstall	Reinstall C7 warm white lighting around entrance signage on the west side (near tower)	1	\$378.00	\$378.00
4.		Holiday Lighting Reinstall	Reinstall 72" pre-lit wreath from upper cross on tower	1	\$150.00	\$150.00
5.		Holiday Lighting Reinstall	Rewrap 9 oak tree trunks up to 7' (4" spacing)	1	\$1,350.00	\$1,350.00
6.		Holiday Lighting Reinstall	Reinstall 4, 36" pre-lit wreaths to signs	1	\$300.00	\$300.00
7.		Holiday Lighting Reinstall	Reinstall 40' stake lights between the landscape bush line at main entrance center median	1	\$180.00	\$180.00
8.		Holiday Lighting Reinstall	Reinstall stake lights ahead of the shrubs at the mulch line	1	\$68.00	\$68.00
9.		Holiday Lighting Reinstall	Reinstall pre-lit garland between columns of wall	1	\$150.00	\$150.00
10.						

	Holiday Lighting Reinstall	Reinstall 2, 36" pre-lit wreaths facing main exit	1	\$150.00	\$150.00
11.	Holiday Lighting Reinstall	Reinstall WW minis on trunks of 12 oaks, 6' high in medians intersecting clubhouse	1	\$1,416.00	\$1,416.00
12.	Holiday Lighting Reinstall	Reinstall stake lighting at the entrance side of large median at entrance	1	\$544.00	\$544.00
13.	Holiday Lighting Reinstall	reinstall WW minis on trunks of 3 oaks, 6' high in large median at entrance	1	\$354.00	\$354.00
14.	Holiday Lighting Reinstall	Reinstall WW minis on trunks of remaining 6 oaks, 6' high in mid section of large median	1	\$708.00	\$708.00
15.	Holiday Lighting Reinstall	Reinstall stake lighting to the area nearest the middle of the large median mid section	1	\$633.60	\$633.60
16.	Miscellaneous Wire, Plugs, Supplies, Etc	Miscellaneous supplies expected for installation	1	\$300.00	\$300.00
17.	Take Down	Take down of lights and decorations	1	\$1,300.00	\$1,300.00
18.	Storage	Storage of lights and decorations until following season	1	\$275.00	\$275.00
19.	Options	New material replacement - new WW mini lights for 12 trees at community entrance - \$800.00	1	\$0.00	\$0.00
20.	Options	New material replacement - Two new 36" lit wreaths to be hung at lane exiting the community - \$310.00	1	\$0.00	\$0.00
21.	Options	Install WW C7's to clubhouse building facing parking lot - \$1,606.00	1	\$0.00	\$0.00

Total **\$8,658.95**

Ways to pay



View and pay

8/1/25

Tab 5

RESOLUTION 2025-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED AMENITY RULES AND RATES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Heritage Landing Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapters 190 and 120, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the District previously adopted a resolution adopting amenity rules and rates, which included amenity enforcement provisions (“Prior Amenity Rules and Rates”); and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interest of the District and necessary for the efficient operation of the District to adopt by resolution the revised amenity rules and rates, attached hereto as **Exhibit A** and incorporated herein by this reference, for immediate use and application (“Revised Amenity Rules and Rates”); and

WHEREAS, the Board finds that the Revised Amenity Rules and Rates outlined in **Exhibit A** is just and equitable having been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning ratemaking and rate adoption, including the holding of a public hearing thereon.

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

SECTION 1. The proposed rule number is 2025-1, Revised Amenity Rules and Rates set forth in **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Revised Amenity Rules and Rates shall replace the Prior Amenity Rules and Rates imposed by the District and shall remain in full force and effect unless revised or repealed by the District in accordance with Chapters 120 and 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 14th day of August, 2025.

ATTEST:

**HERITAGE LANDING COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Revised Amenity Rules and Rates

EXHIBIT A

Exhibit A

Amended Amenity Rates

FEE TYPE	CURRENT RATE	PROPOSED RATE
Heritage Room Rental Fee	\$50.00	\$100.00
Outdoor Patio Room Rental Fee	\$25.00	\$50.00
Pool Shade Pavilion Rental Fee	\$25.00	\$50.00
Picnic Pavilion Rental Fee	\$25.00	\$50.00
RV Storage – Under 30 feet Fee	\$390.00	\$550.00
RV Storage – 30 feet to 43 feet Fee	\$585.00	\$800.00
RV Storage – 56 feet Fee	\$780.00	\$1,100.00
RV Storage Renewal Late Fee	\$10.00	\$100.00

Tab 6



Rizzetta & Company

Heritage Landing Community Development District

www.heritagelandingcdd.org

Approved Proposed Budget for Fiscal Year 2025/2026

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Rizzetta & Company

Proposed Budget Heritage Landing Community Development District General Fund Fiscal Year 2025/2026							
Chart of Accounts Classification	Actual YTD through 06/30/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025	
60 Fountain Service Repairs & Maintenance	\$ 1,200	\$ 1,600	\$ 3,000	\$ 1,400	\$ 3,000	\$ -	
61 Other Physical Environment							
62 General Liability & Property Insurance	\$ 47,058	\$ 47,058	\$ 48,000	\$ 942	\$ 50,000	\$ 2,000	Budget Estimate
63 Holiday Lights	\$ 9,913	\$ 9,913	\$ 10,000	\$ 87	\$ 10,000	\$ -	
64 Irrigation Repairs	\$ 24,568	\$ 32,757	\$ 25,031	\$ (7,726)	\$ 40,000	\$ 14,969	YTD Actual FY 24 \$58K Updated with FY 26 Bid
65 Landscape Maintenance & Irrigation Contract	\$ 198,603	\$ 264,804	\$ 264,804	\$ -	\$ 264,804	\$ -	
66 Landscape Replacement Plants, Shrubs, Trees	\$ 5,144	\$ 25,683	\$ 20,000	\$ (5,683)	\$ 20,000	\$ -	Projections Include Roundabout Enhancements
67 Tree Removal	\$ 3,000	\$ 7,929	\$ 15,000	\$ 7,071	\$ 15,000	\$ -	Projections Include Tree Work to Elevate Canopy
68 Road & Street Facilities							
69 Parking Lot Repair & Maintenance	\$ -	\$ 1,500	\$ 2,000	\$ 500	\$ 2,000	\$ -	
70 Parks & Recreation							
71 Amenity Management Contract	\$ 358,797	\$ 546,389	\$ 546,389	\$ -	\$ 565,377	\$ 18,988	Out to Bid
72 Athletic Field Maintenance & Repairs	\$ 559	\$ 745	\$ 3,500	\$ 2,755	\$ 3,500	\$ -	
73 Facility A/C & Heating Maintenance & Repair	\$ 2,884	\$ 3,845	\$ 2,000	\$ (1,845)	\$ 2,000	\$ -	
74 Fitness Equipment Maintenance & Repairs	\$ 983	\$ 1,311	\$ 3,000	\$ 1,689	\$ 3,000	\$ -	
75 Furniture Repair/Replacement	\$ -	\$ 1,000	\$ 1,500	\$ 500	\$ 1,500	\$ -	
76 Janitorial Services	\$ 7,100	\$ 9,800	\$ 10,000	\$ 200	\$ 10,000	\$ -	
77 Lighting Replacement	\$ -	\$ 1,000	\$ 1,500	\$ 500	\$ 1,500	\$ -	
78 Maintenance & Repair	\$ 15,771	\$ 23,000	\$ 20,000	\$ (3,000)	\$ 25,000	\$ 5,000	Based on YTD Actuals
79 Pest Control & Termite Bond	\$ 2,285	\$ 2,835	\$ 2,835	\$ -	\$ 2,835	\$ -	
80 Pool Chemicals	\$ 38,316	\$ 38,316	\$ 37,500	\$ (816)	\$ 40,800	\$ 3,300	Budget Estimate
81 Pool Permits	\$ 925	\$ 925	\$ 925	\$ -	\$ 925	\$ -	
82 RV & Boat Storage Maintenance	\$ 1,284	\$ 4,795	\$ 25,350	\$ 20,555	\$ 25,350	\$ -	
83 Security & Fire Alarm Monitoring Service	\$ 18,941	\$ 18,941	\$ 5,000	\$ (13,941)	\$ 5,000	\$ -	
84 Slide (Pool) Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	New Line for Pool Slide Maintenance
85 Supplies & Equipment - Facility	\$ 14,651	\$ 19,535	\$ 14,000	\$ (5,535)	\$ 14,000	\$ -	
86 Telephone, Internet, Cable	\$ 2,825	\$ 3,767	\$ 4,500	\$ 733	\$ 4,500	\$ -	
87 Tennis/Basketball Courts & Playground Maintenance & Repairs	\$ 2,969	\$ 3,959	\$ 6,000	\$ 2,041	\$ 6,000	\$ -	
88 Special Events							
89 Special Events	\$ 14,606	\$ 19,475	\$ 20,000	\$ 525	\$ 20,000	\$ -	
90 Contingency							
91 Capital Outlay	\$ 20,353	\$ 20,353	\$ 25,000	\$ 4,647	\$ 25,000	\$ -	Projections Include - New Tennis Lights Tennis Court Fence & Magna Locks
92 Miscellaneous Contingency	\$ 33,941	\$ 39,064	\$ 15,000	\$ (24,064)	\$ 90,874	\$ 75,874	YTD Includes: Synergy Lightning Damage (Reimbursed - See Insurance Misc Revenue), Pool Heater Pumps, New Adirondack Chairs, Walkway Pavers * Moved Excess Funds from Line 65
94 Field Operations Subtotal	\$ 931,468	\$ 1,291,154	\$ 1,280,675	\$ (10,479)	\$ 1,406,806	\$ 126,131	
95							
96 TOTAL EXPENDITURES	\$ 1,043,859	\$ 1,436,620	\$ 1,417,665	\$ (18,955)	\$ 1,538,956	\$ 121,291	
97							
98 EXCESS OF REVENUES OVER EXPENDITURES	\$ 392,571	\$ 25,600	\$ -	\$ 25,600	\$ -	\$ -	
99							

Comments
Budget Estimate
YTD Actual FY 24 \$58K Updated with FY 26 Bid
Projections Include Roundabout Enhancements
Projections Include Tree Work to Elevate Canopy
Out to Bid
Based on YTD Actuals
Budget Estimate
New Line for Pool Slide Maintenance
Projections Include - New Tennis Lights Tennis Court Fence & Magna Locks
YTD Includes: Synergy Lightning Damage (Reimbursed - See Insurance Misc Revenue), Pool Heater Pumps, New Adirondack Chairs, Walkway Pavers * Moved Excess Funds from Line 65

Heritage Landing Community Development District

Debt Service

Fiscal Year 2025/2026

Chart of Accounts Classification	Series 2015	Budget for 2025/2026
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$1,011,956.22	\$1,011,956.22
TOTAL REVENUES	\$1,011,956.22	\$1,011,956.22
EXPENDITURES		
Administrative		
Debt Service Obligation	\$1,011,956.22	\$1,011,956.22
Administrative Subtotal	\$1,011,956.22	\$1,011,956.22
TOTAL EXPENDITURES	\$1,011,956.22	\$1,011,956.22
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

St. Johns County Collection Costs (2%) and Early Payment Discounts (4%):

6.0%

GROSS ASSESSMENTS

\$1,075,633.74

Notes:

Tax Roll County Collection Costs and Early Payment Discount is 6.0% of Tax Roll.

Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$1,687,606.00	2024/2025 O&M Budget:	\$1,410,815.00
Collection Costs:	2%	\$35,906.51	2025/2026 O&M Budget:	\$1,687,606.00
Early Payment Discounts:	4%	\$71,813.02		
2025/2026 Total:			Total Difference:	

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
<i>Single Family</i>	Series 2015 Debt Service	\$979.63	\$979.63	\$0.00	0.00%
	Operations/Maintenance	\$1,300.58	\$1,555.74	\$255.16	19.62%
	Total	\$2,280.21	\$2,535.37	\$255.16	11.19%

HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,687,606.00
COLLECTION COSTS @	2.0%	\$35,906.51
EARLY PAYMENT DISCOUNT @	4.0%	\$71,813.02
TOTAL O&M ASSESSMENT		\$1,795,325.53

UNITS ASSESSED			ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
LOT SIZE	O&M	SERIES 2015 DEBT SERVICE ⁽¹⁾	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	SERIES 2015 DEBT SERVICE ⁽²⁾	TOTAL ⁽³⁾
Single Family	1154	1098	1.00	1154.00	100.00%	\$1,795,325.53	\$1,555.74	\$979.63	\$2,535.37
Total Community	1154	1098		1154.00	100.00%	\$1,795,325.53			

LESS: St. Johns County Collection Costs (2%) and Early Payment Discounts (4%):

(\$107,719.53)

Net Revenue to be Collected

\$1,687,606.00

⁽¹⁾ Reflects the total number of lots with Series 2015 debt outstanding.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2015 bond issue. Annual assessment includes principal, interest, St. John's County collection costs and early payment discounts.

⁽³⁾ Annual assessment that will appear on November 2025 St. John's County property tax bill. Amount shown includes all applicable collection costs and early payment discount (up to 4% if paid early).

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

RESOLUTION 2025-07
[FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**FY 2026**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Heritage Landing Community Development District (“**District**”) prior to June 15, 2025, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Heritage Landing Community Development District for the Fiscal Year Ending September 30, 2026.”

- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District’s website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14th DAY OF AUGUST, 2025.

ATTEST:

**HERITAGE LANDING COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

Exhibit A

The adopted Fiscal Year 2025/2026 Budget will be attached

Tab 7

RESOLUTION 2025-08
[FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Heritage Landing Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in St. Johns County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District’s Board hereby certifies for collection the FY 2026 installment of the District’s previously levied debt service special assessments (“**Debt Assessments,**” and together with the O&M Assessments, the “**Assessments**”) in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.

4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.

a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.

b. **Future Collection Methods.** The District’s decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **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.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 14th day of August, 2025.

ATTEST:

**HERITAGE LANDING COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget

Exhibit B: Assessment Roll

Exhibit A

The adopted Fiscal Year 2025/2026 Budget will be attached

Exhibit B

The Assessment Roll is maintained in the District's official records and is available upon request. Certain Exempt information may be redacted prior to release in compliance with Chapter 119, FL Statutes

Tab 8



Date of Report: August 14, 2025

Marc J. Rousseau, Asst. Amenity Manager

• **Concluded Programs: YMCA Summer camp—No Board Action Required**

• The YMCA Summer Camp has recently concluded its successful 2025 summer camp. In speaking with the camp counselors and a few children, everyone had a wonderful time and are looking forward to next year. The counselors are the most saddened because they had an exceptional time with some of the children. Looking forward to Summer 2026!



• **Destiny Dance - Dance Classes - Board Action Required**

• Allan Willis of Destiny Dance would like to return to heritage Landing once again and provide dance lessons to the youth in our community. He is looking forward to starting mid-August and completing his dance lessons next May 2026. They are aware of the revenue share from prior years. The classes were well attended and on average there were 25 – 30 children enrolled each season. Tuition fee is \$70.00 per month. Destiny dance has provided a SAM insurance policy.

Revenue share from prior years:

2022 = \$1,198.80

2023 = \$1,322.50

2024 = \$1,112.53

(See included promotional flyer for additional details)

- **Stretch & Soul - Board Action Required**

- Rita Bhattacharjee is the owner of Stretch & Soul and would like to start a wellness-centered movement and mindfulness class, to the residents at Heritage Landing. Rita is a resident of Heritage Landing and has a studio located on San Jose Blvd. She recently surveyed some Heritage Landing residents, and there has been a lot of interest and enthusiasm for a class like Stretch & Soul. Four attendees are the minimum number of signups she would like to see. Rita also indicated that since she is a resident, and residing in the community, she can start with a minimum of two attendees and work to a minimum of four attendees.

The fee is \$10.00 - \$12:00 per person per class. All attendees will be adults ages 18 years and older. *(See included promotional flyer for additional details)*

- **End of Summer Neon Bash 2025 – No Board Action Required**

- The ‘End of Sommer Neon Bash’ planning stage is proceeding as planned with several vendors contracted to attend such as Mr. Softee, DJ. David Gullick (resident), Damara Cornhole Tournament, First Coast Foam Party, and Glow Mini Golf. More updates forthcoming. The event will be held September 6th, 2025 from 7:00pm – 11:00pm with a rain date of September 13th same times. The slide will open at 7:00pm with the activities beginning at 8:00pm. We decided on this date, the weekend after Labor Day, because we still have lifeguards available to work the event before they take on other extracurricular activities such as Fall sports, work schedules, etc...



DANCE CLASSES @ HERITAGE LANDING

Every Tuesday, Destiny Dance Center brings the dance studio experience to Heritage Landing. Classes are available for children ages 3 - 12 years. Tuition is \$70 per month. We hope to see you there!

3:30 pm Ballet & Hip Hop ages 3 - 4

4:15 pm Ballet & Hip Hop ages 5 - 7

5:00 pm Ballet & Hip Hop ages 8 - 12



To register, or schedule a free trial lesson, call or text
904-526-9385 or email info@destinydancecenter.com

STRETCH SMARTER.



LIVE BETTER.



Improve mobility & flexibility



Reduce aches & pain



Improve range of motion



Improve balance



Feel relaxed & rejuvenated

Why Viva Stretch?

At VIVA STRETCH, we don't believe in one-size-fits-all. Every Stretch Therapy session is personalized, tailored to your body's unique needs, goals, and movement patterns. Whether you're recovering, training, or just tired of feeling stiff, our expert-assisted stretches help you move with ease, reduce pain, and feel your strongest. Because when you move better, everything gets better—your energy, your focus, your life.



Scan Me!



12708 San Jose Blvd., St. 4
Jacksonville, FL 32223



(904) 584-5432



vivastretchjax@gmail.com



www.vivastretch.com



[@VivaStretch](https://www.instagram.com/VivaStretch)





Viva Stretch Therapy



ASSISTED FULL-BODY STRETCH

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Our one-on-one, personalized assisted stretch therapy sessions are designed to release tension, increase flexibility, and reawaken your body from head to toe. Based on individual fitness and mobility assessments, we target the key muscle groups that impact how you move, feel, and recover.

- Improve sleep quality
- Relieve aches, pains & stiffness
- Enhance mobility and agility
- Calm your nervous system
- Boost circulation & overall energy
- Perfect before or after workouts



STRETCH & SOUL

Stretch & Soul is a guided mind-body experience that blends gentle movement, breathwork, affirmations, mindfulness, and meditation. Rooted in the healing philosophies of ancient yogic wisdom, the gentle healing practice of Reiki, and affirmative tools for emotional healing, self-love, and transformation. Each session invites you to release tension, calm your nervous system, and reconnect with your inner self. Whether you're seeking more ease in your body or clarity in your mind, Stretch & Soul offers a sanctuary for restoration and self-discovery.

- Relieve stress and anxiety through mindful stretching
- Improve flexibility while calming the nervous system
- Gently release emotional tension stored in the body
- Rewire limiting thoughts with empowering affirmations
- Reconnect with your breath, body, and inner stillness
- Create space for healing, intention, and clarity



Scan Me!



12708 San Jose Blvd., St. 4
Jacksonville, FL 32223



(904) 584-5432



vivastretchjax@gmail.com



www.vivastretch.com



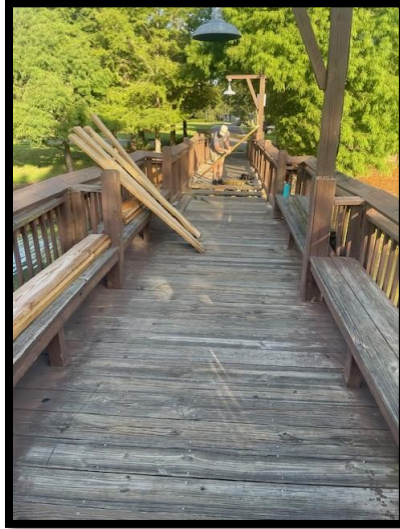
@VivaStretch





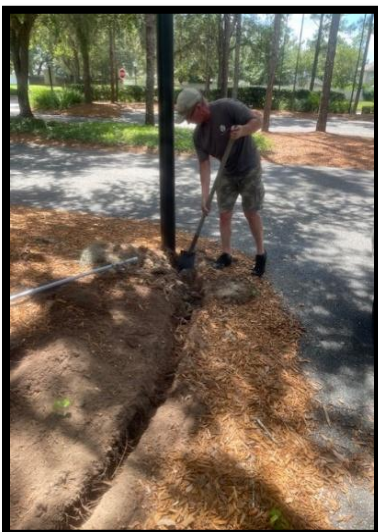
Heritage Landing CDD Meeting
August 14, 2025
Field Operations Manager Report
Date of report: 7/5/2025

Bridge Plank Replacement:



We have replaced a bunch of planks this month

Cables Buried:



Installed new camera cables in conduit to the parking lot and courts from the tennis hut.



Bathroom Exterior Repairs:



The wood beams on top of the walls were rotten and looking rough. We replaced the wood and added a metal ridge cap so when it rains it will protect the wood and because of the slant the water should just roll off.

General Maintenance:

This month we did a lot of smaller quicker repairs and plenty of cleaning. The rainstorms bring as usual more labor hours spent each morning because of the debris that was blown around into the pools, onto the pool decks, courts, sidewalks, etc. The guys spent more time vacuuming the pools, skimming for leaves (PINE NEEDLES), blowing mulch, etc.



6869 Phillips Pkwy Dr. South Jacksonville Fl 32256

Phone: 904-997-0044

Service Report

Date: July 24 & 25, 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 improved condition. The water level is normal. Fountain running normally. Perimeter treatment for torpedo grass last month was effective.



Pond 3: Pond was in fair condition. The water level is good. Treatment for torpedo grass last month on road side had good results.



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



Pond 5: Pond was in fair condition. The water level is normal. Treated for algae on the 25th.



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



Pond 7: Pond was in poor condition. The water level is good. Treated for algae by boat on the 25th.





Pond 8: Pond was in good condition. The water level is normal. Fountain running normally.



Pond 9: Pond was in good condition. The water level is low. Water very turbid. We will take a sample for evaluation.



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



Pond 11: Pond was in fair to good condition. The water level is normal. Minor algae noted.



Pond 12: Pond was in very good condition. The water level is normal.



Pond 13: Pond was in good condition. The water level is normal.



Jim Charles