



Rizzetta & Company

Heritage Landing Community Development District

**Board of Supervisors' Meeting
October 9, 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

October 2, 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 **October 9, 2025, at 1:00 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 September 11, 2025
 - 2.) Ratification of the Operation and Maintenance Expenditures for August 2025
4. **STAFF REPORTS - PART A**
 - A. District Engineer
 - B. Landscape and Maintenance – BrightView Report..... Tab 2
 1. Consideration of Athletic Field Overseeding Proposal
 2. Consideration of Tree Removal Proposal
 3. Consideration of Cogon Grass Treatment Proposal
 4. Review of Playground Mulch
5. **BUSINESS ITEMS**
 - A. Presentations and Review of Amenity Management Proposals
 - B. Consideration of UPS Holiday POD Hold Harmless Agreement Tab 3
 - C. Ratification of FY 26 District Insurance Policy Tab 4
 - D. Consideration of Paver Installation Proposals Tab 5
 - E. Consideration of Spigot Installation Proposal Tab 6
6. **STAFF REPORTS PART - B**
 - A. District Counsel
 - B. Amenity Center and Field Maintenance Tab 7
 - 1.) Amenity Manager Report
 - i) Review of Annual Thanksgiving Food Drive
 - 2.) Field Operation Report
 - i) Consideration of Gate Replacement Proposal
 - 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

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 **September 11, 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
Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Kutak Rock LLC (via zoom)
Mike Silverstein	District Engineer, Matthews Design (via zoom)
Lourens Erasmus	General Manager, Vesta Property Services
Todd Myhill	Amenity Manager, Vesta Property Services
Scott Smith	Vesta Property Services

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 audience comments.

THIRD ORDER OF BUSINESS

CONSENT AGENDA

A. Consent Agenda

**1.) Consideration of the Minutes of the Board of Supervisors'
Meeting held on August 14, 2025**

The minutes were updated on page 1, replacing Lake Monroe with Flowers Street.

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53 **2.) Ratification of the Operation and Maintenance Expenditures**
54 **for July 2025**
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On a motion by Ms. Mallat, seconded by Mr. Och, with all in favor, the Board approved the Board of Supervisors' meeting minutes held on August 14, 2025, and ratified the Operation and Maintenance Expenditures for July 2025 in the amount of \$110,446.03 for the Heritage Landing Community Development District.

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59 **FOURTH ORDER OF BUSINESS**

STAFF REPORTS - PART A

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61 **A. District Engineer**

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63 The board discussed pond coloring concerns, stated the pool paver discussion will be
64 tabled and pond inspections will be added to next annual Engineer's Report.

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66 **B. Landscape and Maintenance - BrightView**

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70 **FIFTH ORDER OF BUSINESS**

**REVIEW OF AMENITY
MANAGEMENT SERVICES
PROPOSALS**

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75 After discussion the board requested all proposers to attend their next meeting to
76 present and to review details regarding programing and athletics. Mr. Smith updated the
77 board that Vesta will continue month to month until there is a final decision on the RFP.
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On a motion by Mr. Austin, seconded by Mr. Och, with all in favor, the Board authorized counsel to draft a month-to-month amendment to Vesta's agreement, for the Heritage Landing Community Development District.

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81 **SIXTH ORDER OF BUSINESS**

**CONSIDERATION OF
RESOLUTION 2025-09;
SETTING DATES, TIME AND
LOCATION OF FY26 REGULAR
MEETINGS**

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On a motion by Ms. Mallat, seconded by Mr. Austin, with all in favor, the Board adopted the Resolution 2025-09; Setting Dates, Time and Location of FY26 Regular Meetings, for the Heritage Landing Community Development District.

SEVENTH ORDER OF BUSINESS

**ST. JOHNS COUNTY POLLING
PLACE LEASE AGREEMENT**

On a motion by Ms. Mallat, seconded by Mr. Austin, with all in favor, the Board approved St. Johns County Polling Place Lease Agreement, 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

Mr. Myhill updated the board that he is working on the haunted house for Halloween.

2.) Field Manager Report

**i. Discussion of Spigots for Water Access for Pressure
Washing**

After discussion, Mr. Erasmus stated he will get Brightview pricing for specific locations.

ii. Review of Volleyball Court Border Proposal

The board tabled the discussion of the volleyball court border.

Mr. Erasmus noted he will try to get cost for pavers at the roundabout and for a bike rack off Silver Glen for the next meeting.

3.) Charles Aquatics Report

C. District Manager

Ms. Dobbins requested to have the Chair review to approve FY 26 insurance policy

On a motion by Mr. Och, seconded by Ms. Mallat, with all in favor, the Board authorized the Chair to approve FY 26 Insurance Policy, for the Heritage Landing Community Development District.

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NINETH ORDER OF BUSINESS

**SUPERVISOR REQUESTS &
AUDIENCE COMMENTS**

Supervisor Request:

No comments.

Audience Request:

Audience Comments were made regarding environment and safety concerns regarding roadway repair still needed to be completed within Legacy and comments made on social media about ownership of property behind the Legacy Gate.

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 2:50 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

August 2025

Presented For Board Approval

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

The total items being presented: **\$88,005.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 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.	300150	285 Balance	Replace Pavers Walkway 07/25	\$ 5,122.50
BrightView Landscape Services, Inc.	300153	9428490	Jasmine Bed 07/25	\$ 4,222.67
BrightView Landscape Services, Inc.	300157	9431839	Irrigation Repair 07/25	\$ 876.95
BrightView Landscape Services, Inc.	300157	9431934	Irrigation Repair 07/25	\$ 812.52
BrightView Landscape Services, Inc.	300157	9431938	Irrigation Repair 07/25	\$ 1,012.20
BrightView Landscape Services, Inc.	300157	9433429	Plant Replacement 07/25	\$ 16,316.79
BrightView Landscape Services, Inc.	300159	9436071	Irrigation Repair 07/25	\$ 1,315.18
BrightView Landscape Services, Inc.	300164	9449157	Landscape Maintenance 08/25	\$ 22,067.00
BrightView Landscape Services, Inc.	300164	9461976	Irrigation Repair 07/25	\$ 2,279.05
Charles Aquatics, Inc.	300165	53788	Pond Maintenance 08/25	\$ 975.00
Chiller Medic, Inc.	300169	13707-B	Service Call Repair 05/25	\$ 404.00

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Christine Mallatt	20250821-1	CM081425 ACH	Board of Supervisors Meeting 08/14/25	\$ 200.00
COMCAST	20250804-1	8495 74 140 0429787 07/25 ACH	Internet Services 07/25	\$ 319.23
Commercial Fitness Products, Inc.	300158	AC07168	Fitness Equipment Maintenance 07/25	\$ 160.00
First Coast Foam Party LLC	300160	2025-09-06-02	Foam and Mini Golf 09/25	\$ 1,300.00
Florida Power & Light Company	20250806-1	87098-35048 07/25 ACH	Electric Services 07/25	\$ 4,510.09
Florida Power & Light Company	081325-1	Monthly Summary 07/25 ACH 475	Electric Services 07/25	\$ 4,467.00
Gannett Florida LocalIQ	300166	0007248777	Account# 968025 Legal Advertising 07/25	\$ 1,342.16
Heritage Landing CDD	DC081125	DC081125	Debit Card Replenishment 08/11/25	\$ 2,293.29
Kevin Lee Austin	20250821-3	KA081425 ACH	Board of Supervisors Meeting 08/14/25	\$ 200.00
Leslie Achara McNair-Tarfa	300162	AT081425	Board of Supervisors Meeting 08/14/25	\$ 200.00
Michael C. Taylor	20250821-2	MT081425 ACH	Board of Supervisors Meeting 08/14/25	\$ 200.00

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Mister Softee NE Florida LLC	300161	000129	80's Neon Pool Party Event 09/25	\$ 1,375.00
Northeast Quality Services LLC	300155	38650	Janitorial Services 07/25	\$ 900.00
Northeast Quality Services LLC	300167	38928	Janitorial Services 08/25	\$ 900.00
Republic Services	20250806-2	0687-001549890 ACH	Account# 3-0687-0036986 Waste Disposal Services 08/25	\$ 369.42
Rizzetta & Company, Inc.	300151	INV0000101158	Mass Mailing - Budget Notice 07/25	\$ 2,569.77
Rizzetta & Company, Inc.	300152	INV0000101220	District Management Fees 08/25	\$ 5,983.33
Robert Och	300163	RO081425	Board of Supervisors Meeting 08/14/25	\$ 200.00
St Johns Utility Department	20250818-2	503699-115198 07/25	Water Services 07/25	\$ 956.97
St Johns Utility Department	20250818-1	ACH 533275-126033 07/25	Water Services 07/25	\$ 195.40
Turner Pest Control, LLC	300154	620887523	Pest Control Services 07/25	\$ 135.09

Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
VGlobal Tech	300156	7547	ADA Website Maintenance 08/25	\$ 175.00
Yuro & Associates, LLC	300168	3791-REV	Engineering Services - 2025 Annual Report 06/25	<u>\$ 3,650.00</u>
Report Total				<u>\$ 88,005.61</u>

Tab 2



Quality Site Assessment

Prepared for: **Heritage Landing @ WGV**

General Information

- DATE:** Wednesday, Oct 01, 2025
- NEXT QSA DATE:** Monday, Dec 29, 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>

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Maintenance Items



- 1** Fall flowers have been installed and are full of color.
- 2** Silver Glen area is looking pretty good. We will be sending a team back out this week to spray weeds in this area.
- 3** Hard and soft surfaces are being edged on a weekly rotation.
- 4** Trimming is being completed on a weekly rotation

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Maintenance Items



5 The loropetalums across from roundabout area we decided to hold off on cutting back until the temperatures cooled off a little, we think we will be good to go ahead and complete this month. We will follow up once completed

6 Athletics fields were reel mowed October 1st. It would probably be a good idea to go ahead and top dress this fall and reassess in the spring To promote the health of the field

7 Turf color in front of clubhouse looks great

8 Our team will be back on site later this week to complete spraying for weed control around clubhouse area

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Maintenance Items



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9 Jasmine is being edged along beds and hard services as needed

10 Grasses are overhanging sidewalk leading up to deck area north of clubhouse. We will get with our team to have this cut back during next visit.

11 Ponds are being mowed on a weekly rotation weather permitting.

12 Fire pit area is clean and weed free

Maintenance Items



- 13** We are still seeing a lot of palm volunteers, shooting up your bed areas. We will get with our team to have these pulled during their term rotation.

Recommendations for Property Enhancements



1 We have completed the two day tree removal, and we are probably looking at one additional day to complete the Remaining trees. We will forward over a quote for October to wrap up tree removals throughout the site.

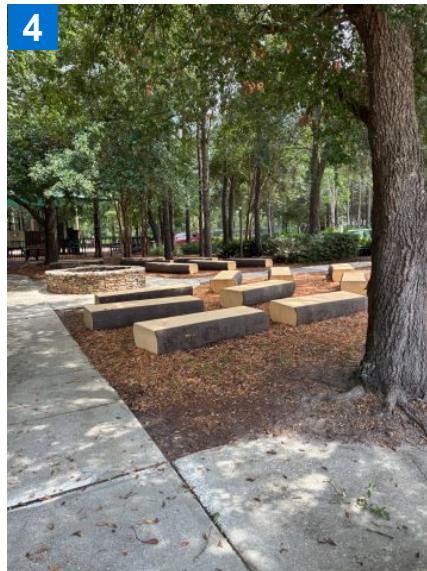
2 Playground area could use a mulch refresh, we will follow up with a quote

3 We have three more large additional pine trees that we will add to the removal list. These are located at the front half of property.

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Completed Items



1 Starting to get another heavy push of vines growing up through plant material at the entrance. We will get with our team to have these removed next visit.

2 Ornamental grasses are being trimmed along sidewalk areas.

3 Pool deck is clean and weed free.

4 There are some oak suckers starting to push up through the mulch near fire pit area. We will get with our team to have these removed.

QUALITY SITE ASSESSMENT

Heritage Landing @ WGV

Completed Items



- 5** There is some new sucker growth under Hollie trees located at roundabout. We will get with our team to have these removed during next visit.
- 6** Knockout roses by entrance are doing well. We will go ahead and schedule another fertilizer application.

Why Overseed a Southern Athletic Field with Ryegrass

1. Winter Playability & Aesthetics

- Bermuda grass goes dormant in the cooler months, turning brown and providing poor traction.
- Overseeding with ryegrass keeps the field green and visually appealing, while also giving athletes a safer, more consistent surface through fall and winter seasons.

2. Improved Wear Tolerance

- Ryegrass germinates quickly (7–10 days) and establishes rapidly.
- It handles the heavy traffic of sports when Bermuda is dormant, spreading wear across two grass populations instead of one.

3. Soil Protection & Erosion Control

- Live ryegrass roots help stabilize the soil, reducing erosion and compaction in high-use areas during winter and early spring.

4. Transition Benefits

- When managed properly, rye naturally thins out in late spring as soil temps rise, allowing Bermuda to transition back to full dominance.
- Overseeding maintains year-round turf cover, avoiding bare spots that invite weeds or pests.

5. Performance & Player Safety

- Provides firmer footing, ball roll consistency, and cushion during the months Bermuda is weakest.
- Enhances both the playing experience and player safety.

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy St 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- Athletic Field Overseeding
Project Description Overseeding

Scope of Work

QTY	UoM/Size	Material/Description	Total
Athletic Field Aeration and Overseeding			\$6,300.00
1.00	LUMP SUM	Athletic field- Aerate and overseed field with rye grass	

For internal use only

SO# 8766134
JOB# 460802023
Service Line 130

Total Price \$6,300.00

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

	Property Manager
Signature _____	Title _____
Lourens Erasmus	September 24, 2025
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

Account Manager, Senior

	September 24, 2025
Signature _____	Title _____
Steve McAvoy	September 24, 2025
Printed Name _____	Date _____

Job #:	460802023		
SO #:	8766134	Proposed Price:	\$6,300.00

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy St 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- Community Tree Removals for October		
Project Description	General Tree		

Scope of Work

Note

This is for 1 day only

There area 3 trees left in Priority 1 and then the remainder of 4 and 5 areas

QTY	UoM/Size	Material/Description
Dead Tree Removals		
1.00	LUMP SUM	1 day rate to remove remainder of identified trees throughout community identified on location map

Images

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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

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hl1



hl2



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

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For internal use only

SO# 8771584
JOB# 460802023
Service Line 300

Total Price \$4,714.28

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.
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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 October 01, 2025
<small>Printed Name</small>	<small>Date</small>

BrightView Landscape Services, Inc. "Contractor"

Signature _____	Title Account Manager, Senior
Steve McAvoy	Date October 01, 2025
<small>Printed Name</small>	<small>Date</small>

Job #: 460802023
SO #: 8771584 **Proposed Price: \$4,714.28**

Heritage Landing Tree removal/ Priority Map



Priority 5

Priority 1

Priority 4

Priority 2

Priority 3

Heritage Landing Amenity Center

Dumpster Republic
First Responder Pressure Washing

Image © 2025 Airbus

Google Earth

Imagery Date: 5/16/2025 29°57'42.89" N 81°32'01.08" W elev 14 ft eye alt 4325 ft

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy St 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- FPL- Cogon grass treatment
Project Description Chem application

Scope of Work

QTY	UoM/Size	Material/Description	Total
FPL-Cogon grass treatment			\$408.82
1.00	LUMP SUM	Mobilization and labor to treat Cogon grass areas around front entrance lake along with neighboring area. (Per application)	
1.00	LUMP SUM	Materials- (round up custom/ Cheetah Pro)	

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SO# 8772409
JOB# 460802023
Service Line 130

Total Price \$408.82

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5811 County Rd 305, Elkton, FL 32033 ph. fax

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Customer

Signature	Title	Property Manager
Lourens Erasmus	Date	October 02, 2025
Printed Name		

BrightView Landscape Services, Inc. "Contractor"

Signature	Title	Account Manager, Senior
Steve McAvoy	Date	October 02, 2025
Printed Name		

Job #:	460802023		
SO #:	8772409	Proposed Price:	\$408.82

Proposal for Extra Work at Heritage Landing @ WGV

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Project Name Playground Mulch 2025

Project Description Install certified playground mulch in playground area

Scope of Work

QTY	UoM/Size	Material/Description	Total
Playground Mulch Install			\$5,543.89
66.00	CUBIC YARD	Engineered Mulch installed to required depth in fall zones (1in per ft of fall) and 2 to 3" depth in all outlying areas within the playground area	

For internal use only

SO# 8772184
JOB# 460802023
Service Line 160

Total Price \$5,543.89

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5811 County Rd 305, Elkton, FL 32033 ph. fax

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Customer

	Property Manager
Signature _____	Title _____
Lourens Erasmus	October 03, 2025
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

	Account Manager, Senior
Signature _____	Title _____
Steve McAvoy	October 03, 2025
Printed Name _____	Date _____

Job #:	460802023		
SO #:	8772184	Proposed Price:	\$5,543.89

Tab 3

HOLD HARMLESS AGREEMENT

This Agreement is made and entered into this ____ day of _____, 2025, by and among:

United Parcel Service, an Ohio corporation, whose address is _____ (“UPS”); and

Heritage Landing Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in St. Johns County, Florida, whose mailing address is 3434 Colwell Ave, Suite 200, Tampa, Florida 33614 (“District”).

Recitals

Whereas, the District was established for the purpose of planning, financing, constructing, installing, operating, and/or maintaining certain infrastructure improvements and recreational facilities; and

Whereas, the District owns certain property within the District as depicted on **Exhibit A** attached hereto and incorporated by reference herein (the “District Property”); and

Whereas, UPS desires to park a 16’x8’x8’ POD storage unit on the District Property for the purpose of storing and delivering packages to residents within the District (the “POD”); and

Whereas, UPS also desires to use golf carts and small trailer(s) in order to deliver the packages; and

Whereas, the District has agreed to allow the use of the District Property by UPS only if UPS agrees to indemnify and hold the District harmless from damages and expenses which may be incurred as a direct or indirect result of such use of the District Property; and

Now, therefore, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and UPS agree as follows:

Section 1. Recitals. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

Section 2. District Property Utilization. UPS may place its POD and utilize golf carts in and around the District Property during the time period of November [redacted], 2025 through January [redacted], 2026 under the terms and conditions contained herein. The cost of repair or replacement of any damage to any of the District’s property as a direct or indirect result of UPS’s use of the District Property shall be paid by UPS.

Section 3. Compensation. Prior to placing its POD on the District Property, UPS agrees to pay the District the total amount of **two thousand five hundred dollars (\$2,500.00)**, which amount shall be due even if UPS places the POD on the District property subsequent to November , 2025 or removes the POD from the District Property prior to January , 2026. In the event that UPS does not remove the POD by January , 2026, UPS agrees to pay the District **\$25** per day until the POD is removed.

Section 4. Indemnification. UPS agrees to protect, defend, indemnify, and hold the District, its tenants, elected officials, officers, employees, and agents, free and unharmed from and against any, and all, third party (including employees of UPS and its contractors, and subcontractors) claims, liability, losses, and/or cause of action, which may arise from any negligent act or omission of UPS's staff, employees, or agents (including court costs and reasonable attorneys' fees) associated with, or connected with, the use of the District Property by UPS or UPS's use of a golf cart or trailer for delivery purposes, and its contractors, including, but not limited to, ingress and egress thereto.

Section 5. Sovereign Immunity. The District and UPS agree that nothing in this Agreement shall constitute or be construed as a waiver of the District's limitation on liability contained in Section 768.28 Florida Statutes.

Section 6. Insurance.

- A. UPS shall maintain throughout the term of this Agreement the following insurance:
- (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2) Commercial General Liability Insurance covering UPS's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
 - (I) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
 - (3) Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
 - (4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by UPS of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B. The District, its staff, consultants and supervisors shall be named as an additional insured. UPS shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverages, as

certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

Section 7. Severability. If any word, phrase, sentence, part, subsection, section, or other portion of this Agreement, or any application thereof, to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, subsection, other portion, or the proscribed application thereof, shall be severable, and the remaining portions of this Agreement, and all applications thereof, not having been declared void, unconstitutional, or invalid shall remain in full force, and effect.

Section 8. Governing Law and Venue. This Agreement shall be construed according to the laws of the State of Florida. Venue for any administrative and/or legal action arising under this Agreement shall be in St. Johns County, Florida.

Section 9. Amendments to Agreement. Both the District, and UPS, acknowledge that this Agreement constitutes the complete agreement and understanding of both parties. Both the District, and UPS, acknowledge that any amendment to this Agreement shall be in writing, and shall be executed by duly authorized representatives of both the District and UPS.

Section 10. Access to Records. The access to, disclosure, non-disclosure, or exemption of records, data, documents, and materials associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes).

Section 11. Termination. The District may terminate this Agreement immediately with cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause.

[Remainder of page intentionally left blank]

In witness whereof, the District and UPS have caused this Hold Harmless Agreement to be executed on the day and year first written above.

Executed in the presence of:

**Heritage Landing Community
Development District**

Print Name: _____

Chairperson, Board of Supervisors

Print Name: _____

United Parcel Service, Inc.

Print Name: _____

By: _____

Print Name: _____

Its: _____

Print Name: _____

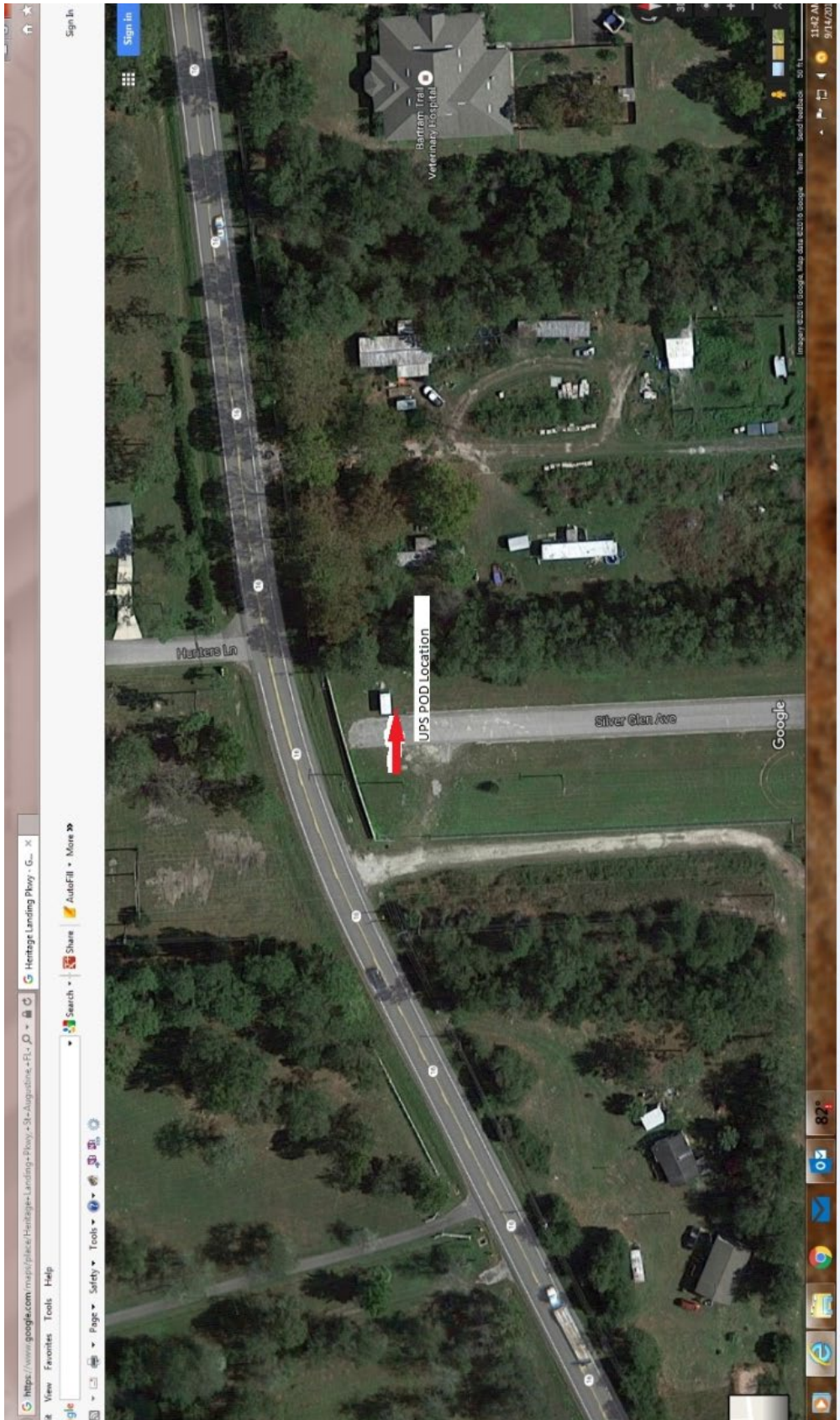
Attest: _____

Print Name: _____

Title: _____

Exhibit A: District Property Map

Exhibit A



Tab 4



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Heritage Landing Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

About FIA

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects over 1,000 public entity members.

Competitive Advantage

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Risk management services including on-site loss control, property schedule verification and contract reviews
- Complimentary Property Appraisals
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

How are FIA Members Protected?

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers.

What Are Members Responsible For?

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

Additional information regarding FIA and our member services can be found at www.fia360.org.

Quotation being provided for:

**Heritage Landing Community Development District
c/o Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614**

Term: October 1, 2025 to October 1, 2026

Quote Number: 100125628

PROPERTY COVERAGE

SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE

COVERED PROPERTY	
Total Insured Values –Building and Contents – Per Schedule on file totalling	\$4,964,284
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
Inland Marine	
Scheduled Inland Marine	\$213,545

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	Valuation	Coinsurance
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

DEDUCTIBLES:		
	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	5 %	Total Insured Values per building, including vehicle values, for “Named Storm” at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

Special Property Coverages		
Coverage	Deductibles	Limit
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery	\$2,500	Included
TRIA		Included

*Except for Zones A & V (see Terms and Conditions) excess of NFIP, whether purchased or not

TOTAL PROPERTY PREMIUM

\$38,212

Extensions of Coverage

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

(X)	Code	Extension of Coverage	Limit of Liability
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile

CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

Deadly Weapon Protection Coverage

Coverage	Limit	Deductible
Third Party Liability	\$1,000,000	\$0
Property Damage	\$1,000,000	\$0
Crisis Management Services	\$250,000	\$0

AUTOMOBILE COVERAGE

Coverages	Covered Autos	Limit	Premium
Covered Autos Liability	8,9	\$1,000,000	Included
Personal Injury Protection	N/A		Not Included
Auto Medical Payments	N/A		Not Included
Uninsured Motorists including Underinsured Motorists	N/A		Not Included
Physical Damage Comprehensive Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto, But No Deductible Applies To Loss Caused By Fire or Lightning. See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Specified Causes of Loss Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto For Loss Caused By Mischief Or Vandalism See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Collision Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Towing And Labor	N/A	\$0 For Each Disablement Of A Private Passenger Auto	Not Included

GENERAL LIABILITY COVERAGE (Occurrence Basis)

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.
Non-Monetary \$100,000 aggregate.

Cyber Liability sublimit included under POL/EPLI

Media Content Services Liability
Network Security Liability
Privacy Liability
First Party Extortion Threat
First Party Crisis Management
First Party Business Interruption
Limit: \$100,000 each claim/annual aggregate
Fraudulent Instruction: \$25,000



PREMIUM SUMMARY

Heritage Landing Community Development District
c/o Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

Term: October 1, 2025 to October 1, 2026

Quote Number: 100125628

PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$38,212
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$8,557
Public Officials and Employment Practices Liability	\$6,022
Deadly Weapon Protection Coverage	Included
TOTAL PREMIUM DUE	\$52,791

IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

Optional Additional Coverage: \$100,000 in Crime Coverage would result in an additional premium of \$500.



PARTICIPATION AGREEMENT
Application for Membership in the Florida Insurance Alliance

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance (“FIA”) for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2025, and if accepted by the FIA’s duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys’ fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

Heritage Landing Community Development District

(Name of Local Governmental Entity)

By: _____
Signature

Print Name

Witness By: _____
Signature

Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2025

By: _____
Administrator



PROPERTY VALUATION AUTHORIZATION

Heritage Landing Community Development District
c/o Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

QUOTATIONS TERMS & CONDITIONS

- 1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 25% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

- Building and Content TIV \$4,964,284 As per schedule attached
Inland Marine \$213,545 As per schedule attached
Auto Physical Damage Not Included

Signature: _____ Date: _____

Name: _____

Title: _____



Property Schedule
Heritage Landing Community Development District

Schedule Items Effective As of: 10/01/2025

Policy No.: 100125628
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value			
	Address				Const Type	Term Date		Contents Value	Covering Replaced	Roof Yr Blt
	Roof Shape	Roof Pitch								
1	Concrete Perimeter Wall & Sign		2004	10/01/2025	\$52,788		\$52,788			
	County Rd 13 & Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026						
2	Irrigation Well Pump		2005	10/01/2025	\$69,067		\$69,067			
	Steamboat Landing St. Augustine FL 32092		Pump / lift station	10/01/2026						
3	Clubhouse		2005	10/01/2025	\$2,300,268		\$2,576,875			
	370 Heritage Landing Pky St. Augustine FL 32092		Joisted masonry	10/01/2026	\$276,607					
	Complex									
4	Slide Tower		2005	10/01/2025	\$167,336		\$167,336			
	370 Heritage Landing Pky St. Augustine FL 32092		Joisted masonry	10/01/2026						
5	2 Outdoor Bathhouses		2005	10/01/2025	\$92,048		\$92,048			
	370 Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026						
	Gable									
6	Bus Shelter		2005	10/01/2025	\$31,236		\$31,236			
	370 Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026						
7	Pedestrian Bridge		2005	10/01/2025	\$52,848		\$52,848			
	370 Heritage Landing Pky St. Augustine FL 32092		Bridges	10/01/2026						

Sign: _____ Print Name: _____ Date: _____



Heritage Landing Community Development District

Policy No.: 100125628
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch	Roof Covering				Covering Replaced
8	Shade Pavilion		2005	10/01/2025	\$85,547		\$101,383
	370 Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026	\$15,836		
	Gable			Metal panel			
9	Outdoor Movie Screen and Wooden Deck		2005	10/01/2025	\$15,836		\$15,836
	370 Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026			
10	Pier		2005	10/01/2025	\$26,394		\$26,394
	370 Heritage Landing Pky St. Augustine FL 32092		Waterfront structures	10/01/2026			
11	Tennis Building incl. Bathroom		2005	10/01/2025	\$133,658		\$133,658
	370 Heritage Landing Pky St. Augustine FL 32092		Joisted masonry	10/01/2026			
	Complex			Metal panel			
12	Tennis Fence & benches		2005	10/01/2025	\$26,394		\$26,394
	370 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			
13	Tennis Lighting		2005	10/01/2025	\$31,673		\$31,673
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			
14	Basketball Courts Lighting, & 6 Benches		2005	10/01/2025	\$54,899		\$54,899
	370 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			

Sign: _____

Print Name: _____

Date: _____



Heritage Landing Community Development District

Policy No.: 100125628
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch					Roof Covering
15	Lap Pool		2005	10/01/2025	\$469,070		\$469,070
	370 Heritage Landing Pky St. Augustine FL 32092		Below ground liquid storage tank / pool	10/01/2026			
16	Playground, (7) Benches, (2) Picnic Tables		2005	10/01/2025	\$36,951		\$36,951
	370 Heritage Landing Pky St. Augustine FL 32092		Joisted masonry	10/01/2026			
17	Baseball Field & Dugouts, & Fence		2005	10/01/2025	\$36,951		\$36,951
	370 Heritage Landing Pky St. Augustine FL 32092		Frame	10/01/2026			
18	2 Water Fountains @ \$6,334.50 each		2005	10/01/2025	\$12,669		\$12,669
	370 Heritage Landing Pky St. Augustine FL 32092		Pump / lift station	10/01/2026			
19	2 Water Fountains @ \$6,334.50 each		2005	10/01/2025	\$12,669		\$12,669
	CR13 & Heritage Landing Pky St. Augustine FL 32092		Pump / lift station	10/01/2026			
20	RV/Boat Storage Park Fence, Cameras, & Lights		2005	10/01/2025	\$158,363		\$158,363
	450 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			
21	Gate and Windscreen with Motors		2006	10/01/2025	\$47,509		\$47,509
	450 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			

Sign: _____

Print Name: _____

Date: _____



Property Schedule
Heritage Landing Community Development District

Schedule Items Effective As of: 10/01/2025

Policy No.: 100125628
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch					Roof Covering
22	Fun Swimming Pool		2005	10/01/2025	\$362,122		\$362,122
	370 Heritage Landing Pky St. Augustine FL 32092		Below ground liquid storage tank / pool	10/01/2026			
23	Metal Shed		2004	10/01/2025	\$5,807		\$5,807
	450 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			
24	3500 ft. Vinyl Fence		2012	10/01/2025	\$42,230		\$42,230
	Easement between Juniper & Blue Springs Ct. St. Augustine FL 32092		Non combustible	10/01/2026			
25	Shade Structure over Totlot		2014	10/01/2025	\$8,974		\$8,974
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			
26	2 Pool Lifts @ \$6,3354.50each		2013	10/01/2025	\$12,669		\$12,669
	370 Heritage Landing Pky St. Augustine FL 32092		Non combustible	10/01/2026			
27	Shade Structure over picnic pavilion		2014	10/01/2025	\$3,378		\$3,378
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			
28	Picnic tables & Benches at Picnic Pavilion		2014	10/01/2025	\$4,223		\$4,223
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			

Sign: _____ Print Name: _____ Date: _____



Heritage Landing Community Development District

Policy No.: 100125628
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
30	Furniture and Equipment at the lap pool		2014	10/01/2025	\$79,181		\$79,181
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			
31	Furniture and Equipment at the Fun Pool		2014	10/01/2025	\$79,181		\$79,181
	370 Heritage Landing Pky St. Augustine FL 32092		Property in the Open	10/01/2026			
32	Dumpster Enclosure		2005	10/01/2025	\$15,836		\$15,836
	370 Heritage Landing Pky St. Augustine FL 32092		Masonry non combustible	10/01/2026			
33	Irrigation Well Pump		2005	10/01/2025	\$69,066		\$69,066
	Heritage Landing Pkwy St. Augustine FL 32092		Pump / lift station	10/01/2026			
34	Irrigation Well Pump		2005	10/01/2025	\$35,000		\$35,000
	Silver Glen Ave St. Augustine FL 32092		Pump / lift station	10/01/2026			
35	Splash Pad Motor & Pump			10/01/2025	\$40,000		\$40,000
	Heritage Landing Pkwy St. Augustine FL 32092			10/01/2026			
Total:			Building Value	Contents Value	Insured Value		
			\$4,671,841	\$292,443	\$4,964,284		

Sign: _____

Print Name: _____

Date: _____



Heritage Landing Community Development District

Policy No.: 100125628
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department	Serial Number	Classification Code	Eff. date	Value	Deductible
	Description			Term Date		
1	2010 John Deere HPX Gas Green & Yellow Utility Vehicle	1M0HPXGSHAM090155	Mobile equipment	10/01/2025	\$8,845	\$1,000
				10/01/2026		
2	6x10 Utility Trailer	16VAX1217E3A09724	Mobile equipment	10/01/2025	\$1,200	\$1,000
				10/01/2026		
3	Pool Lights		Other inland marine	10/01/2025	\$63,500	\$1,000
				10/01/2026		
4	Access and Security System		Mobile equipment	10/01/2025	\$40,000	\$1,000
				10/01/2026		
5	Street Signs (Max \$15,000 Per Item)		Other inland marine	10/01/2025	\$100,000	\$1,000
				10/01/2026		
Total					\$213,545	

Sign: _____

Print Name: _____

Date: _____

Tab 5

HERITAGE LANDING CDD

PROPOSAL WORKSHEET

JOB	QTY	VENDOR	QUOTE	NOTES	ACTION
Round about pavers		BrightView All Weather M Pavers Russo Pavers	\$25,373 \$14,880 \$15,946 \$11,538	850 sqft 1139 sqft 1139 sqft 850 sqft	
SilverGlen pavers for bike rack		BrightView All Weather M Pavers	\$4,134 \$3,960 \$4,180	12'x10' 12'x10' 12'x10'	

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy St 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 - Paver Install		
Project Description	enhancement		

Scope of Work

QTY	UoM/Size	Material/Description	Total
Bus Stop Paver Install			\$25,373.14
1.00	LUMP SUM	Labor to remove existing pavers, prep and rough grade area, install paver base, and remove and dispose of debris	
7.00	YARD	Paver Base	
9.00	PALLET	Pavers- Tremron/Sand dune/ Tumbled	
6.00	BAG	Mortar bags	
12.00	EACH	G2 Polymeric Sand	
1.00	DAY	Plate Tamper / Vibratory Plate - Daily Rate	
1.00	LUMP SUM	Material Delivery Fee	
1.00	LUMP SUM	Heavy Equip/Skid Steer	
1.00	LUMP SUM	Irrigation Modifications and Adjustments to reroute lines around paver area	
Silver Glen bus stop			\$4,133.68
1.00	LUMP SUM	Labor to prep and rough grade area, install paver base, and remove and dispose of debris	
1.00	YARD	Paver Base	
1.00	PALLET	Pavers- Tremron/Sand dune/ Tumbled	
1.00	BAG	Mortar bags	
2.00	EACH	G2 Polymeric Sand	
1.00	LUMP SUM	Material Delivery Fee	
1.00	DAY	Plate Tamper / Vibratory Plate - Daily Rate	
1.00	LUMP SUM	Irrigation Modifications and Adjustments	

For internal use only

SO# 8755042
JOB# 460802023
Service Line 130

Total Price \$29,506.82

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

Signature _____ Title **Property Manager**

Lourens Erasmus _____ Date **September 10, 2025**
Printed Name

BrightView Landscape Services, Inc. "Contractor"

Signature _____ Title **Account Manager, Senior**

Steve McAvoy _____ Date **September 10, 2025**
Printed Name

Job #: 460802023

SO #: 8755042

Proposed Price: \$29,506.82



1702 Lindsey Rd
Jacksonville, Fl. 32221
Ph (904) 781-7060 Fax (904) 619-5011

CGC1523954 CMC1250093 CFC1432682 CCC133499

Heritage Landing CDD

Attn:L Erasmus- Vesta Property Services
9 30 25
Re:pavers

All Weather Contractors is proposing the following services for the below mentioned prices. Any item not specifically mentioned is subject to a written change order.

- >supply labor and materials to demo/prep areas listed below for new pavers
- >install new crushed paver base and new pavers -color /style chosen by management in areas listed below
- >clean up job site and haul away debirs

***bus stop at the circlce 1139 sq ft -\$14,880.00**

***bus stop at silver glen ave 12ft x 10ft includes small retaining wall - \$3,960.00**

***pool deck 21ft x 26ft includes small retaining wall- \$11,470.00**

Proposal Signed by _____ Printed Name _____

Thank you for your consideration
Scott Haines-C 904.402.6561

ESTIMATE

M. PAVERS INC.

524 Cowford Ferry Ct
St. Augustine FL 32092
www.mpavers.com
+1 (904) 5322379
sales@mpavers.com



BILL TO	ESTIMATE NUMBER	estimate-623
VESTA PROPERTY SERVICES	UNDEFINED	10 Sep 2025
lerasmus@vestapropertyservices.com +1 (904) 5366217 370 Heritage Landing Parkway St Augustine, FL 32092		

ITEM	PRICE	QUANTITY	AMOUNT
Bus Stop Build 1139 sqft area with Tremron Pavers in Olde Towne Antiqued collection- Sand Dune color. (Circle)	\$14.00	1139	\$15,946.00
Bus Stop Build 12'x10' area with Tremron Pavers in Olde Towne Antiqued collection (Sand Dune color) Including Retaining Wall for Elevation Purpose. (Silver Glen Ave)	\$4,180.00	1	\$4,180.00
Pool Deck Build 21'x26' arae with Tremron Pavers in Olde Towne Antiqued collection (Sand Dune color) Including Retaining Wall for Elevation Purpose.	\$12,644.00	1	\$12,644.00
Subtotal			\$32,770.00
Grand Total			\$32,770.00

Paver bike patio

Labor \$6,000.00

2.5 days @\$2400/day = \$6000

Includes lifting up existing tumbled old towne sand dune pavers and mix in with new pavers

So you can see there is already a pad but we want it bigger. I want to discuss with you about breaking up the border then if better to just pick up the existing pavers adjust the angle to minimize cutting and using the existing pavers with the additional you need to purchase.

Order Tremron olde towne sand dune antiqued \$4,140.00

*(\$460.00 ea.) × 9
850sf*

Normally \$350 per pallet but just send it back to the Tremron plant for tumbling to make it to the antique. It'll be 460 per pallet

*When it comes out as old towne , it is 124sf per pallet . When you tumble them once more to become "antiqued", they are placed in giant totes at approximately 90sf per bag
So order 9 pallets*

Tax on pavers \$310.50

Order Crushcrete subbase for better foundation \$399.60

(\$49.95 ea.) × 8

Deliver pavers on flatbed semi with piggyback forklift \$300.00

Deliver subbase in dump hauler \$200.00

Order Portland cement for mortar underneath border courses to lock in paver field \$100.00

*(\$20.00 ea.) × 5
5 bags*

Order masonry sand in big white tote \$88.88

1/2 yard

Cash price \$0.00

Cash check Venmo Zelle

To use a debit /credit card , please 3.4% processing fee incurred by square

Subtotal \$11,538.98

All Products ▾

Enter keyword, item, model or part #



Bulk Order ▾

My Account ▾

[Product Categories](#) / [Furnishings, Appliances & Hospitality](#) / [Outdoor Furniture](#) / [Bike Racks](#) / [Bike Rack: Wave Rack, 9 Bikes, Powder...](#)[Email](#)[Print](#)

Roll over image to zoom.

[Product Image Feedback](#) Compare

Product Details

Brand **MADRAX**Rack Style **Wave**Number of Bikes **9**Rack Material **Steel**Finish **Powder Coated**Mounting Location **Surface**Slot Width **10 in**Catalog Page **N/A**Overall Length **88 in**Overall Width **3 in**Overall Height **36 in**Color **Black**Sub-brand **Heavy Duty Challenger**UNSPSC **56101608**Country of Origin **USA (subject to change)**

Bike Rack: Wave Rack, 9 Bikes, Powder Coated, Steel, 10 in Slot Wd, 36 in Overall Ht, Surface, Black

Item **45MJ92** Mfr. Model **QS-H36-9-SF-B**Web Price ⁱ**\$703.20** / each

This item requires special shipping, additional charges may apply.

Qty

1

[Add to Cart](#) Ship PickupExpected to arrive **Mon. Oct 06.**Ship to **32099** | [Change](#)Shipping Weight **114 lbs**[Ship Availability Terms](#)[Add to List](#)

Documents

[MADRAX Bike Rack In Ground Post Installation](#)[MADRAX In Ground Paver Installation Guide](#)[MADRAX 9 Bike Rack Surface Mount Instruction Manual](#)

Customers Also Viewed

Tab 6

Proposal for Extra Work at Heritage Landing @ WGV

Property Name	Heritage Landing @ WGV	Contact	Lourens Erasmus
Property Address	370 Heritage Landing Pkwy c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy St 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: Spigot proposal
Project Description: Heritage Landing: Spigot proposal

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total	
TOWER SIDE MAIN ENTRANCE				Subtotal	\$1,367.57
1.00	LUMP SUM	Spigot brackets post misc. pvc pipe and fittings	\$330.77	\$330.77	
12.00	HOUR	Labor	\$86.40	\$1,036.80	
RIVERS OWN				Subtotal	\$1,021.97
1.00	LUMP SUM	Spigot brackets post misc. pvc pipe and fittings	\$330.77	\$330.77	
8.00	HOUR	Labor	\$86.40	\$691.20	
STEAMBOAT LANDING BUS STOP				Subtotal	\$1,021.97
1.00	LUMP SUM	Spigot brackets post misc. pvc pipe and fittings	\$330.77	\$330.77	
8.00	HOUR	Labor	\$86.40	\$691.20	
BASKETBALL COURT				Subtotal	\$1,021.97
1.00	LUMP SUM	Spigot brackets post misc. pvc pipe and fittings	\$330.77	\$330.77	
8.00	HOUR	Labor	\$86.40	\$691.20	
RV LOT				Subtotal	\$1,021.97
1.00	LUMP SUM	Spigot brackets post misc. pvc pipe and fittings	\$330.77	\$330.77	
8.00	HOUR	Labor	\$86.40	\$691.20	

For internal use only

SO# 8752296
JOB# 460802023
Service Line 150

Total Price \$5,455.45

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

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Customer

	Property Manager
Signature _____	Title _____
Lourens Erasmus	September 05, 2025
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

	Irrigation Manager
Signature _____	Title _____
Juwan Lamar Dupree	September 05, 2025
Printed Name _____	Date _____

Job #:	460802023		
SO #:	8752296	Proposed Price:	\$5,455.45



County Road 13 N

County Road 13 N

Irish Rose Rd

River Lagoon Trce

Enterprise Ave

Windover Pl

Mapmakers Way

Indian River Rd

Steamboat Landing Dr

River of May St

River City St

Waterlily Way

Three Forks Ct

Three Forks Ct

Headwaters Ln

Marjories Way

2

Rivers Own Rd

5

Swallowtail Ln

Fort Mellon Ct

Woodstock Ct

Otter Totem Ct

Spinnerbait Ct

Bluegill Ct

Tab 7



Heritage Landing CDD Meeting
October 9, 2025, 1:00 p.m.

Date of Report: October 1, 2025

Todd Myhill, Amenity Manager

- **Concluded Events: 4th Annual Neon Pool Party—No Board Action Required**
 - Pictures from the Neon Pool Party.



- **Upcoming Special Events—No Board Action Required**
 - As previously reported, the 4th Annual Haunted House will be held on Friday, October 24, and Saturday, October 25, from 6:00 p.m. to 9:00 p.m.

- **Thanksgiving Food Drive—Board Approval Required**

- Resident Mirtha Barzaga is asking the board for permission to hold a Thanksgiving Food Drive for the 12th year at the amenity center on November 15, 2025, from 12:00 p.m. to 3:00 p.m. Ms. Barzaga will rent the Heritage Room to accommodate the growing size of the food collection, if the Board approves this event.

- **General Facility Information**

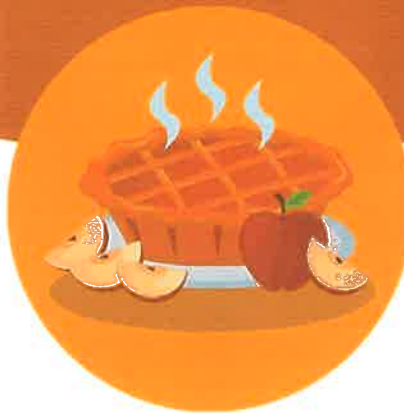
- RV Lot renewals are in full swing and we look forward to having them completed by November 1
- Sign In Sheets recorded close to 47,000 visits to the pools and gym for the year. An audit of gate access records before and after the office closes shows a very significant number of people who come to the amenity center without signing in, so the actual attendance over the last fiscal year was considerably higher. Also, this number does not include swim team and swim meets, area rentals, use of the tennis facility, basketball courts, and fields.

*Join us in helping
those in need!*

Mirtha Barzaga's Annual

Thanksgiving FOOD DRIVE

NOVEMBER 15, 2025



ITEMS NEEDED:

Non-perishables such as canned fruit & vegetables, beans, noodles, soups, ham, tuna, salmon, cleaning supplies, toiletries, & more!

DROP OFF LOCATION:

- **Heritage Landing Clubhouse**
- **370 Heritage Landing Parkway**
- **NOON - 3:00PM**



E.S.H.C.
Emergency Services &
Homeless Coalition
of St. Johns County, Inc

All Proceeds Benefit:

A private, non-profit agency providing transitional housing to families with children that have encountered difficult times and are in crisis.

For more information call

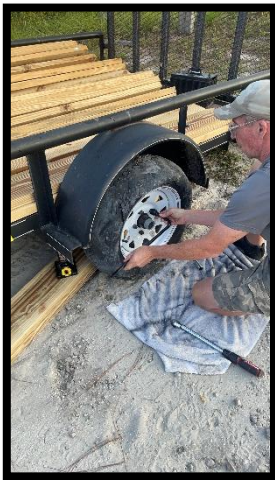
Mirtha Barzaga

904-501-1830



Heritage Landing CDD Meeting
October 9, 2025
Field Operations Manager Report
Date of report: 9/30/2025

New trailer tires:



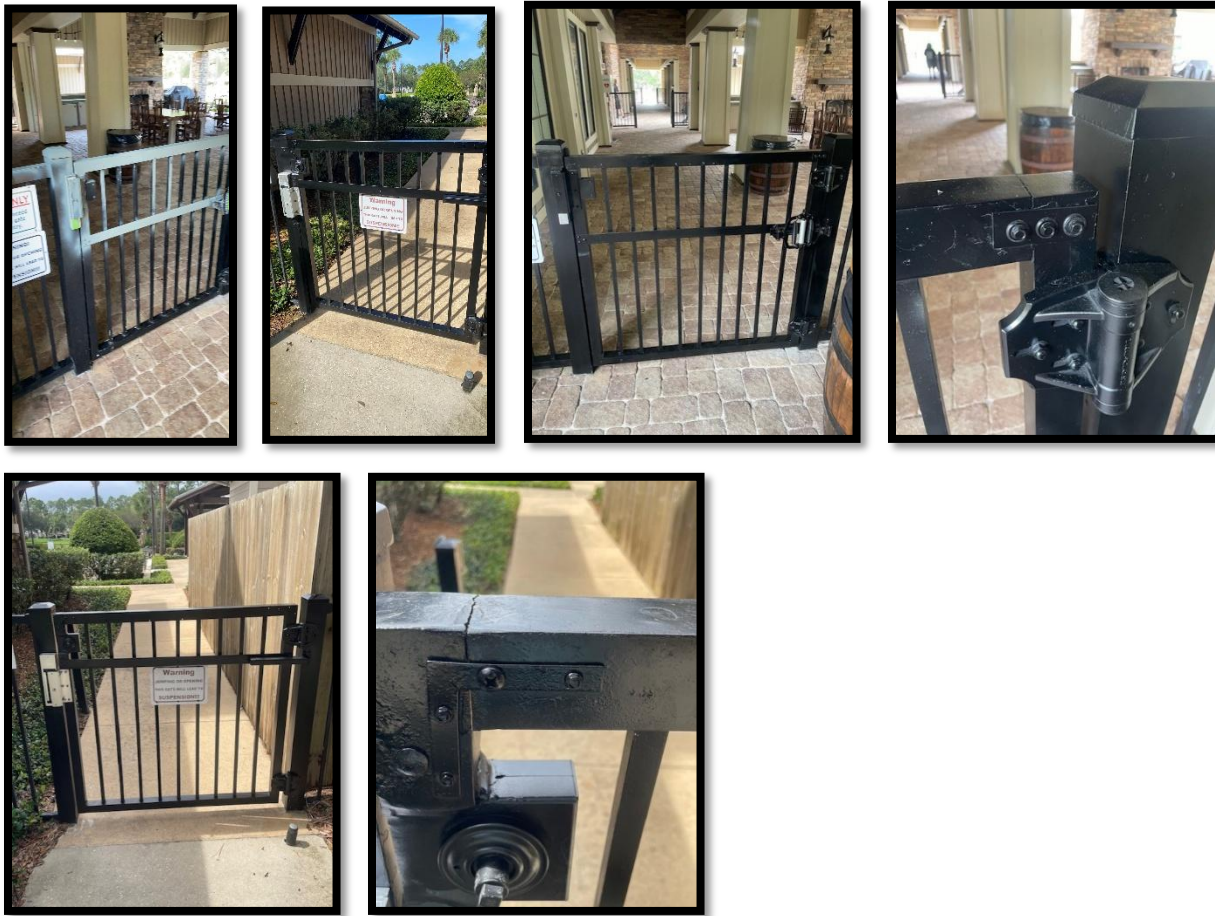
While picking up wood from 84 Lumber the left tire popped. I was able to stop at a gas station and with Jeff's help remove the busted tire. Took it to Discount Tyre and had a new one installed. Put the new tire on and bring it to the RV lot. Once parked we removed the other tire, and I took it to be swapped out also. Now both wheels are good to go.

Gutter drain unclogged:



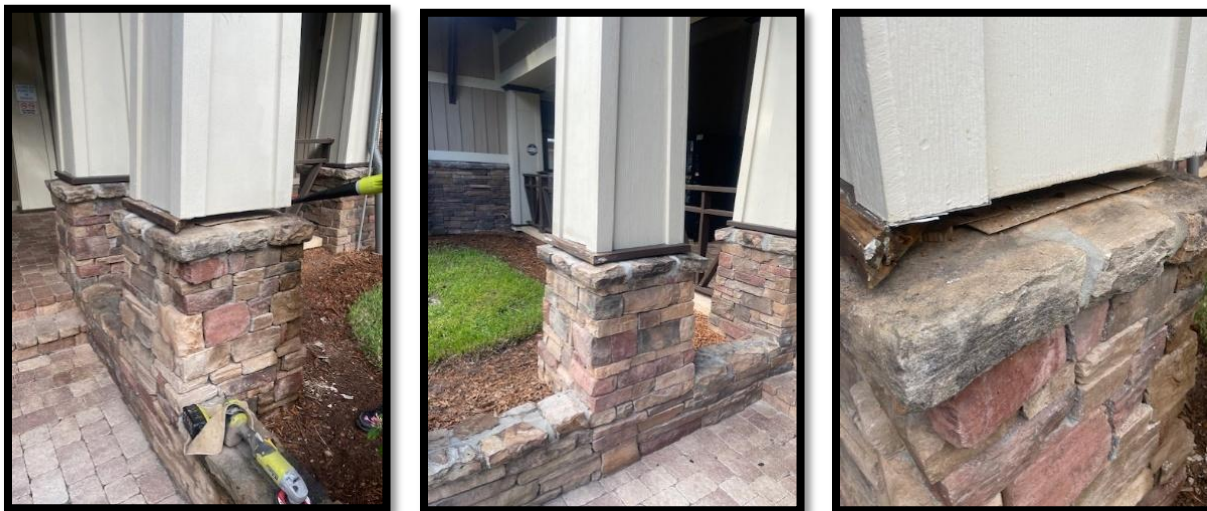
The drain was clogged with mulch causing it to flood the bed.

Amenity center gate painting:



We have been painting our entrance and exit gates. The welds on these gates are breaking and we have made repairs with flat stock and angle brackets. See proposals attached for replacement of these gates and playground gates.

Pillar modifications:



The wood trim on the bottom of the exterior pillars is rotting away, and we are attempting a permanent replacement that is also aesthetically pleasing. We are using pvc planks glued and screwed down.

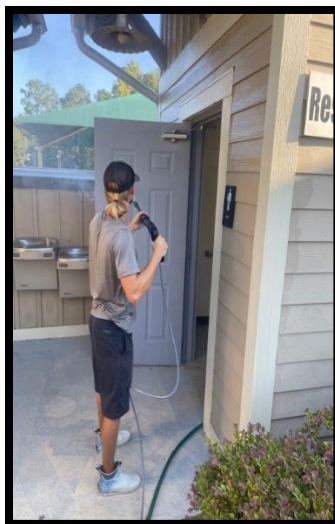


Spring rider removal:



Another spring rider broke, and we removed the concrete footer from the playground.

Post season cleaning:



We are in the process of washing the buildings at the amenity center and tennis bathrooms.

Neon pool party:



Just a couple fun pictures.



Fence For Pros
2410 Water Plant Rd
St. Augustine, FL 32092
+19046794750
Info@fenceforpros.com

Estimate

ADDRESS

Lourens Erasmus
Heritage Landing

SHIP TO

Lourens Erasmus
Heritage Landing

ESTIMATE # 3212

DATE 09/30/2025

DESCRIPTION	QTY	RATE	AMOUNT
46 3/4"Wx46"H Comm Black 2Rail Walk Gate	4	320.00	1,280.00T
35"Wx47 1/2"H Comm Black 2Rail Walk Gate	1	300.00	300.00T

**Please review materials for accuracy,
**FENCE FOR PROS will not be responsible
for missing or incorrect items.
Accepting this with a signature acknowledges
accuracy of this order.
***FENCE FOR PROS requires 100%
payment prior to placing an order.
**For Special Orders there will be NO
REFUNDS or RETURNS on materials.

SUBTOTAL 1,580.00
TAX 102.70
TOTAL **\$1,682.70**

Accepted By

Accepted Date

- *All Payments are Due Upon Receipt
- *We Accept Checks, Cash and Credit Cards (with a convenience fee of 3.25%)
- * Returned Checks Will be Subject to a \$45.00 Charge
- *Interest of 3.5% will be Applied to Past Due Invoices due on invoice date
- *No Returns on Special Orders
- *All Approved Returns will be Subject to a Restocking fee of 15% of Material Purchase



6869 Phillips Pkwy Dr. South Jacksonville Fl 32256

Fax: 904-807-9158

Phone: 904-997-0044

Service Report

Date: September 16, 2025

Fountain Tech: Tom Hair

Client: Heritage Landing CDD

Contact: Melissa Dobbins, Todd Myhill, Lourens Erasmus

Waterways: Fifteen Ponds

General Information: Quarterly maintenance service has been performed on all 4 fountains in Ponds 2, 4 and 8. I cleaned the floats, intake screens, nozzles and the lights. Fountain lights were checked. The timers, voltage, amperage, and mooring lines were checked on all fountains. Listed below is a pond by pond description of additional work if any and pictures.

Pond 2 Fountain:



Pond 4 Fountain 1:



Pond 4 Fountain 2:



Pond 8 Fountain:



Total Additional Materials:

Please contact Charles Aquatics with any questions or comments.



6869 Phillips Pkwy Dr. South Jacksonville Fl 32256

Phone: 904-997-0044

Service Report

Date: September 30, 2025

Biologists: Jim Charles

Client: Heritage Landing CDD

Waterways: Thirteen Ponds

Note: Windy conditions and moderate rain prevented us from treating this trip. We will treat ponds later this week when conditions improve.

Pond 1: Pond was in fair condition. The water level is good. Scheduled for treatment for spatterdock.



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



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



Pond 4: Pond was in fair condition. Both fountains are running. Treatment for torpedo grass and spatterdock will be done this week.





Pond 5: Pond was in fair to good condition. The water level is normal. Spatterdock to be treated this week.



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



Pond 7: Pond was in fair condition. The water level is good. Scheduled for spatterdock treatment this week.



Pond 8: Pond was in fair condition. The water level is high. Fountain running normally. Will be treated when water level recedes.



Pond 9: Pond was in good condition. Water level is good. Pond color looks better this month.



Pond 10: Pond was in fair condition. The water level is high.



Pond 11: Pond was in good condition. The water level is normal.



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



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



Jim Charles