Rizzetta & Company

# Heritage Landing
# Community Development District

## Board of Supervisors' Meeting
## November 12, 2026

**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 | Chairman |
| | Christine Mallatt | Vice Chairman |
| | Robert Och | Assistant Secretary |
| | Achara Tarfa | Assistant Secretary |
| | Michael Taylor | Assistant Secretary |
| **District Manager** | Lesley Gallagher | Rizzetta & Company, Inc. |
| | Melissa Dobbins | Rizzetta & Company, Inc. |
| **District Counsel** | Wes Haber | Kutak Rock LLP |
| **District Engineer** | Mike Yuro | Yuro & Associates |

**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.

# HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

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**Board of Supervisors**
**Heritage Landing Community**
**Development District**

**November 5, 2026**
**Rev.11.10.2026**
**Rev.11.12.2026**

**REVISED FINAL AGENDA**

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Heritage Landing Community Development District will be held on **November 12, 2026, 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' Regular Meeting held on October 8, 2026
  - 2.) Ratification of the Operation and Maintenance Expenditures for September 2026

**4. STAFF REPORTS - PART A**
- A. District Engineer
- B. Landscape and Maintenance – BrightView Report ..... Tab 2
  - 1.) Consideration of Roundabout Landscape Enhancement Proposal
  - 2.) Consideration of Additional Tree Removals Proposal

**5. BUSINESS ITEMS**
- A. Consideration of BrightView's Well Related Proposals ..... Tab 3
- B. Consideration of Pool Equipment and Facility Repair Proposal(s) ..... Tab 4
- C. Consideration of Playground Equipment Proposal(s) – *Under Separate Cover*
  - 1.) Southern Recreation
  - 2.) KOMPAN
  - 3.) GameTime
- D. Consideration of Fencing Proposal(s) ..... Tab 5
- E. Consideration of Resolution 2027-01, Amending Fiscal Year 2025/26 Budget ..... Tab 6
- F. Discussion Regarding Pool Related Proposal(s)

**6. STAFF REPORTS PART - B**
- A. District Counsel
  - 1.) Memorandum Regarding Applicability of Sunshine Law and Public Records Law to Social Media and Internet
- B. Amenity Center and Field Maintenance ..... Tab 7
  - 1.) Amenity Manager Report
    - i. Resident Thanksgiving Food Drive
    - ii. Matrix Endurance Touch
    - iii. Replacement of Recumbent Bike
    - iv. Discussion of Amenity Suspension
  - 2.) Field Operation Report
  - 3.) Tigris Aquatics Service Report
- 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.

Sincerely,

Lesley Gallagher

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 **October 8, 2026, at 1:00 p.m.** at the Heritage Landing Amenity Center, located at 370 Heritage Landing Parkway, St. Augustine, Florida 32092.

Present and constituting a quorum:

| | |
|---|---|
| **Kevin Austin** | Board Supervisor, Chairman |
| **Christine Mallatt** | Board Supervisor, Vice Chairman |
| **Robert Och** | Board Supervisor, Assistant Secretary |
| **Michael Taylor** | Board Supervisor, Assistant Secretary |
| **Achara Tarfa** | Board Supervisor, Assistant Secretary (*via Zoom*) *joined meeting in progress* |
| **Lesley Gallagher** | District Manager, Rizzetta & Company, Inc. |
| **Wes Haber** | District Counsel, Kutak Rock LLC *(via Zoom)* |
| **Jay King** | Vesta Property (via Zoom) |
| **Todd Myhill** | Amenity Manager, Vesta Property |
| **Steve McAvoy** | Landscape Manager, BrightView |

Audience members were present in person and via 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**

An audience member thanked the Board for including the Tocoi Swim Team request on the agenda.

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## THIRD ORDER OF BUSINESS — CONSENT AGENDA

### A. Consent Agenda

1. **Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on September 10, 2026**

2. **Ratification of the Operation and Maintenance Expenditures for August 2026**

> On a motion by Ms. Mallatt, seconded by Mr. Och, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on September 10, 2026 and ratified the Operation and Maintenance Expenditures for August 2026 in the amount of $64,643.80, for the Heritage Landing Community Development District.

3. **Ratification of District's Insurance Renewal Fiscal Year 2026/2027**

> On a motion by Mr. Och, seconded by Ms. Mallatt, with all in favor, the Board authorized the District Manager to work with District Counsel and the District Engineer to determine what parts of the storm drain system the CDD would be responsible for in order to see if any of this may be added to the property schedule on the insurance policy, for the Heritage Landing Community Development District.

**Ms. Tarfa joined the meeting via Zoom at 1:07 p.m.*

## FOURTH ORDER OF BUSINESS — STAFF REPORTS – PART A

### A. District Engineer

The District Engineer was not present.

### B. Landscape and Maintenance – BrightView

1.) **Consideration of Landscape Enhancement Proposals – *Under Separate Cover***

The Board reviewed three landscape enhancement proposals. The roundabout proposal in the amount of $1,719.72 was tabled, and the Board requested additional options for the next meeting.

> On a motion by Ms. Mallatt, seconded by Mr. Austin, with all in favor, the Board approved the oak tree pruning proposal option, 1/3 for major deadwood removal and weight reduction in the amount of $2,571.43, for the Heritage Landing Community Development District.

> On a motion by Mr. Austin, seconded by Ms. Mallatt, with all in favor, the Board approved the October tree work proposal as amended, reflecting a $1,000 reduction, for a revised total of $9,000.69, for the Heritage Landing Community Development District.

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**The Board then moved to the Tocoi Swim Team request, listed as Agenda Item 5D.*

**FIFTH ORDER OF BUSINESS** **DISCUSSION REGARDING REQUEST FROM TOCOI SWIM TEAM**

Several representatives from Tocoi Swim Team presented a request to the Board for use of the pool for practices noting that of the 30-youth involved, 35 % are Hammerheads.

Discussion ensued regarding times, staff, agreements and insurance. It was noted that if approved one lane must be left open.

> On a motion by Ms. Mallatt, seconded by Mr. Austin, with all in favor, the Board approved the Tocoi Swim Team request beginning October 12th pending a COI, waivers and agreement through November 6th from 5:30 a.m. to 7:30 a.m. Monday through Friday, for the Heritage Landing Community Development District.

**The board then moved on to agenda item 5A.*

**SIXTH ORDER OF BUSINESS** **CONSIDERATION OF PLAYGROUND PROPOSALS**

Discussion ensued regarding the number of proposals received.

> On a motion, Mr. Och moved to approve new playground equipment in the amount of $219,463.77. The motion failed 1-4, with Mr. Taylor, Mr. Austin, Ms. Tarfa and Ms. Mallatt opposed, for Heritage Landing Community Development District.

Further discussion ensued regarding the number of proposals and current condition of the existing equipment.

> Mr. Och made a motion to close the playground until an inspection was completed, there was no second to this motion so the motion failed, for Heritage Landing Community Development District.

Direction was given for additional proposals to be brought back from other companies now that the board has an understanding of what they are looking for as a replacement.

Direction was also provided to have the fence at the playground repaired immediately.

**SEVENTH ORDER OF BUSINESS** **CONSIDERATION OF GYM EQUIPMENT REPLACEMENT**

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The board reviewed options for a recumbent bike and benches. Discussion of the recumbent bike was tabled.

> On a motion by Mr. Austin, seconded by Ms. Mallatt, with all in favor, the Board approved the Matrix bench proposal in the amount of $907.50, for Heritage Landing Community Development District.

**EIGHTH ORDER OF BUSINESS** **DISCUSSION REGARDING THE SELLING OF GOODS ON CDD PROPERTY**

Discussion ensued regarding the CDD hosting a vendor or farmer's market type event. The discussion was tabled and direction given to the District Manager to look into event insurance options.

**NINETH ORDER OF BUSINESS** **STAFF REPORTS – PART B**

**A. District Counsel**

Mr. Haber had no report but was available to answer questions.

**B. Amenity Center and Field Maintenance**

**1.) Amenity Manager Report**

**i. Discussion Regarding Amenity Suspensions**

The board reviewed suspensions.

> On a motion by Mr. Austin, seconded by Ms. Mallatt, with all in favor, the Board approved an extension of the suspension of minor V.M. relating to the September 19, 2026 incident was extended to June 1st and then amended his motion to extend the suspension to June 19, 2026, for Heritage Landing Community Development District.

Mr. Myhill reviewed highlights of the Amenity Manager Report.

**2.) Field Operation Report**

Mr. Erasmus reviewed his report. Board requested additional proposals for replacement of the fence at the baseball backstop. Mr. Erasmus also noted that a pool heater compressor is down. The board requested proposals for replacement of two and also replacement of one and repair of the second.

> On a motion by Mr. Austin, seconded by Ms. Mallatt, with all in favor, the Board approved selling the Gator to the only bidder of the public bid for sale of this property and for Wes to provide a bill of sale, for Heritage Landing Community Development District.

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Upon completion of this sale, the District Manager will request that this be removed from the property schedule on the district's insurance .

Mr. Erasmus also noted that he will be bringing pool repair proposals and a proposal for a slide tower welding inspection to a future meeting.

**3.) Charles Aquatics Report**

The Board had no comments on the Tigris report.

**Ms. Tarfa temporarily disconnected from Zoom.*

**C. District Manager**

**1.) Update on Fiscal Year 2026 Goals and Objectives**
**2.) Discussion Regarding August 2026 Financials**

Ms. Gallagher reported that Mike Yuro of Yuro & Associates had accepted the form of agreement forwarded by District Counsel and had provided a rate sheet for Board review.

> On a motion by Mr. Och, seconded by Mr. Taylor, with all in favor, the Board authorized moving forward with the Yuro & Associates and directed staff to terminate the agreement with DCCM, for Heritage Landing Community Development District.

The board authorized the FY 25/26 goals and objectives report to be posted on the website prior to December 1st, 2026.

> On a motion by Mr. Taylor, seconded by Ms. Mallatt, with all in favor, the Board ratified the Fiscal Year 2026/2027 insurance renewal, for Heritage Landing Community Development District.

Ms. Gallagher reviewed the August financials, specifically items that had been applied to the Capital Outlay and Miscelleneous contingency. It was discussed that she will continue to include this type of information for these lines in her monthly reports to assist the board in tracking this expense.

**Ms. Tarfa rejoined the meeting via Zoom.*

**TENTH ORDER OF BUSINESS** **SUPERVISOR REQUESTS & AUDIENCE COMMENTS**

**Audience Comments:**

There were no audience comments.

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**Supervisor Requests:**

Ms. Tarfa requested more efficient meetings.

Mr. Och requested a closed security session at the December meeting; there were no objections to this. He also presented an idea to create a small museum area at the facility where Heritage Landing items could be shared from back to establishment.

## ELEVENTH ORDER OF BUSINESS ADJOURNMENT

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|---|
| On a motion by Mr. Och, seconded by Ms. Mallatt, with all in favor, the Board adjourned the meeting at 5:03 p.m., for the Heritage Landing Community Development District. |

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256 _____ _____
257 Secretary /Assistant Secretary Chairman / Vice Chairman
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# 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**
**September 2026**
**Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2026 through September 30, 2026. This does not include expenditures previously approved by the Board.

The total items being presented: **$142,375.12**

Approval of Expenditures:

_____

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

# Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2026 Through September 30, 2026

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|---|---|---|---|
| All Weather Contractors, Inc. | 300468 | 217128 | Paver Projects 09/26 | $ 4,285.00 |
| BrightView Landscape Services, Inc. | 300460 | 9873896 | Landscape Maintenance 08/26 | $ 22,067.00 |
| BrightView Landscape Services, Inc. | 300460 | 9910406 | Landscape Maintenance 09/26 | $ 22,067.00 |
| BrightView Landscape Services, Inc. | 300451 | 9916902 | Irrigation Repair 08/26 | $ 3,359.77 |
| BrightView Landscape Services, Inc. | 300469 | 9927789 | RV & Boat Storage Maintenance 09/26 | $ 2,571.43 |
| Christine Mallatt | 300462 | CM091026 | Board of Supervisors Meeting 09/10/26 | $ 200.00 |
| COMCAST | 20260903-3 | 8495741400429787-081026 | Internet Services 08/26 | $ 428.75 |
| Dynamic Security Professionals, Inc. | 300470 | 47570 | Security Monitoring & Maintenance 07/26 | $ 345.00 |
| Dynamic Security Professionals, Inc. | 300471 | 47679 | Security Monitoring & Maintenance 09/26 | $ 4,370.00 |
| Florida Power & Light Company | 20260915-3 | 0259383172-090126 | Electric Services 08/26 | $ 164.54 |
| Florida Power & Light Company | 20260915-1 | 2253166538-090126 | Electric Services 08/26 | $ 3,548.01 |
| Florida Power & Light Company | 20260915-1 | 3910372170-090126 | Electric Services 08/26 | $ 251.21 |
| Florida Power & Light Company | 20260915-1 | 4294170008-090126 | Electric Services 08/26 | $ 78.25 |

# Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2026 Through September 30, 2026

| Vendor Name | Check Number | Invoice Number | Invoice Description | | Invoice Amount |
|---|---|---|---|---|---|
| Florida Power & Light Company | 20260915-3 | 6028885090-090126 | Electric Services 08/26 | $ | 265.34 |
| Florida Power & Light Company | 20260915-1 | 7011035206-090126 | Electric Services 08/26 | $ | 32.61 |
| Florida Power & Light Company | 20260909-2 | 8709835048-082626 | Electric Services 08/26 | $ | 5,344.12 |
| Hardwick Fence, LLC | 300472 | 157586 | RV & Boat Storage Maintenance 09/26 | $ | 495.30 |
| Kevin Lee Austin | 300463 | KA091026 | Board of Supervisors Meeting 09/10/26 | $ | 200.00 |
| Leslie Achara McNair-Tarfa | 300464 | AT091026 | Board of Supervisors Meeting 09/10/26 | $ | 200.00 |
| Matthews Design Group LLC | 300452 | 195525 | Engineering Services 07/26 | $ | 360.00 |
| Matthews Design Group LLC | 300473 | 195768 | Engineering Services 08/26 | $ | 137.50 |
| Michael C. Taylor | 300465 | MT091026 | Board of Supervisors Meeting 09/10/26 | $ | 200.00 |
| Republic Services | 20260909-1 | 0687-001653120 | Waste Disposal Services 09/26 | $ | 411.53 |
| Rizzetta & Company, Inc. | 300449 | INV0000112145 | Accounting Services 09/26 | $ | 5,983.33 |
| Robert Och | 300466 | RO091026 | Board of Supervisors Meeting 09/10/26 | $ | 200.00 |
| Ross Ruben | 300448 | HLPoolSept26 | Special Events 09/26 | $ | 1,000.00 |

# Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2026 Through September 30, 2026

| Vendor Name | Check Number | Invoice Number | Invoice Description | | Invoice Amount |
|---|---|---|---|---|---|
| Smith Electrical, Inc. | 300453 | 41198 | Maintenance & Repairs 08/26 | $ | 328.96 |
| St Johns Utility Department | 20260918-1 | 503699115198-081926 | Water Services 08/26 | $ | 1,234.65 |
| St Johns Utility Department | 20260918-1 | 533275126033-081926 | Water Services 08/26 | $ | 113.89 |
| Stuck On You Body Art | 300474 | 091926A | Special Events 09/26 | $ | 705.00 |
| TIGRIS Aquatic Services, LLC | 300454 | 4642833 | Aquatic Maintenance 09/26 | $ | 975.00 |
| TIGRIS Aquatic Services, LLC | 300455 | 4844471 | Fountain Maintenance & Repair 09/26 | $ | 400.00 |
| Turner Pest Control, LLC | 300450 | 622616178 | Pest Control 08/26 | $ | 139.48 |
| USA TODAY Media Corp | 300456 | 0007866152 | Legal Advertising 08/26 | $ | 90.40 |
| Valley National Bank | 20260928-1 | CC083126-475 | Credit Card Expenses 08/26 | $ | 2,648.06 |
| Vanguard Cleaning Systems of NE Florida | 300467 | 41956 | Janitorial Services 08/26 | $ | 761.54 |
| Vanguard Cleaning Systems of NE Florida | 300457 | 42196 | Janitorial Services 09/26 | $ | 900.00 |
| Vesta Property Services, Inc. | 300461 | 434144 | Management Services 07/26 | $ | 55,157.45 |

# Heritage Landing Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2026 Through September 30, 2026

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|---|---|---|---|
| VGlobal Tech | 300458 | 8841 | Website Compliance & Management 09/26 | $ 175.00 |
| Wayne Automatic Fire Sprinklers, Inc. | 300459 | 1335653 | Sprinkler Inspection 08/26 | $ 180.00 |
| **Total** | | | | **$ 142,375.12** |

# Tab 2




# Quality Site Assessment

Prepared for: **Heritage Landing @ WGV**

## General Information

| | |
|---|---|
| **DATE:** | Monday, Oct 26, 2026 |
| **NEXT QSA DATE:** | Friday, Jan 22, 2027 |
| **CLIENT ATTENDEES:** | Lourens Erasmus, German Martinez Jr. |
| **BRIGHTVIEW ATTENDEES:** | Steve McAvoy |

## Customer Focus Areas

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



# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Carryover Items

1



2



1 Backstop area needs to be line trimmed and sprayed. We will get with our team and have this address during next visit.

2 Cogan grass area located at second pond on the right from entrance needs to be retreated as chemical did not take during rainy season. We will follow up once it's completed.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Maintenance Items

1



2



3



4



1. Pond bank bed behind pool area has been sprayed for weed control
2. Starting to see more fire mounds pop-up throughout Site. We will get with our team to have these treated as needed.
3. Volleyball court area needs to be re-sprayed, torpedo grass pushing up through sand.
4. Small bed weeds are starting to push up in Mulch beds inside a pool area. We will get with our team to have this treated.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Maintenance Items

5



6



7



8



**5** Starting to see grassy and broadleaf weeds pushing up through in Jasmine beds. We will get with our team and have this treated with an over-the-top selective.

**6** Volunteers need to be cleaned out of pool equipment area. We will have our team get this cleaned up as well.

**7** Pool deck is clean and weed free. There are some palm volunteers in need of removing, we will get with our team to have this scheduled.

**8** Hard and soft surfaces will be edged as needed during the winter months

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Maintenance Items

9



10



11



12



**9** Jasmine beds were trimmed and weeded at front end of property

**10** Ponds will be mowed as needed during the winter months

**11** Magnolia cones are starting to build up, we will get with our team to have these removed during their next rotation

**12** Trimming is being completed on a weekly rotation

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Maintenance Items

13



**13** Flowers are looking decent, but we have had to treat with fungicide as the Sylvia are starting to decline rapidly due to the excessive rain. We will continue to monitor.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Recommendations for Property Enhancements

1



2



3



4



1. Approved tree removals have begun today. this should be completed by the end of the week throughout Site
2. Athletic field quality is holding but there are still some divots That we recommend filling.We can also propose over seeding upon request as well
3. Approved mulch has been installed along Heritage landing Pkwy sidewalk
4. There are some additional trees in need of removing along Heritage Landing Parkway. A quote has been submitted.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Completed Items

1



2



3



4



1. Playground area is clean and weed free

2. Crêpe Myrtle suckers on north side of court areas need to be cut down and removed. We will have our team complete this this week.

3. Vines growing up on Fence on East court areas. We will get with our team to have these removed this week while on site as well.

4. Starting to see some crack weeds push-up along sidewalk between courts We will get with our team and have this treated this week while on site.

# QUALITY SITE ASSESSMENT

## Heritage Landing @ WGV

## Completed Items

5



**5** Tree suckers along parking area coming into clubhouse need to be removed. We will follow up with our team and have this completed this week while on site.

# Proposal for Extra Work at Heritage Landing @ WGV

| | | | |
|---|---|---|---|
| Property Name | Heritage Landing @ WGV | Contact | Lourens Erasmus |
| Property Address | 370 Heritage Landing Pkwy<br>St Augustine , FL 32092 | To | Heritage Landing CDD |
| | | Billing Address | c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy<br>St Augustine, FL 32092 |

| | |
|---|---|
| Project Name | Heritage Landing- Roundabout beds |
| Project Description | Enhancement |

## Scope of Work

| QTY | UoM/Size | Material/Description | Total |
|---|---|---|---|
| **Island Install across from roundabout** | | | **$1,698.20** |
| 1.00 | LUMP SUM | Labor to prep bed spaces for plant install and remove and dispose of debris | |
| 10.00 | EACH | Dwarf Loropetalum- 3 gal plants installed | |
| 10.00 | EACH | Emerald Goddess Liriope - 1 gal plants installed | |
| 20.00 | BAG | Command topsoil installed per bag | |
| 12.00 | BAG | Mulch refresh | |
| 1.00 | LUMP SUM | Delivery fee | |
| **Irrigation** | | | **$274.27** |
| 1.00 | LUMP SUM | Modifications and adjustments | |

**For internal use only**

| | |
|---|---|
| **SO#** | 9041671 |
| **JOB#** | 346104023 |
| **Service Line** | 130 |

**Total Price** $1,972.47

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President

# 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 (20%) 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** | | **November 02, 2026** |
| Printed Name | Date | |

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

| | | |
|---|---|---|
| | | **Account Manager, Senior** |
| Signature | Title | |
| **Steve McAvoy** | | **November 02, 2026** |
| Printed Name | Date | |

| | | | |
|---|---|---|---|
| **Job #:** | **346104023** | | |
| **SO #:** | **9041671** | **Proposed Price:** | **$1,972.47** |


OPTION 1 – Purple Pixie Loropetalum
(Back Row 20% Shorter)
Pentas
(Front Row)
Liriope
(Middle Row)
Purple Pixie Loropetalum
(Back Row)


OPTION 2 – Jack Frost Ligustrum
(Back Row 20% Shorter)
Pentas
(Front Row)
Liriope
(Middle Row)
Jack Frost Ligustrum
(Back Row)


OPTION 3 – Sunshine Ligustrum
(Back Row 20% Shorter)
Pentas
(Front Row)
Liriope
(Middle Row)
Sunshine Ligustrum
(Back Row)


OPTION 4 – Gardenia
(Back Row 20% Shorter)
Pentas
(Front Row)
Liriope
(Middle Row)
Gardenia
(Back Row)


OPTION 5 – Ixora
(Back Row 20% Shorter)
Pentas
(Front Row)
Liriope
(Middle Row)
Ixora
(Back Row)



# Proposal for Extra Work at Heritage Landing @ WGV

| | | | |
|---|---|---|---|
| Property Name | Heritage Landing @ WGV | Contact | Lourens Erasmus |
| Property Address | 370 Heritage Landing Pkwy<br>St Augustine , FL 32092 | To | Heritage Landing CDD |
| | | Billing Address | c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy<br>St Augustine, FL 32092 |

| | |
|---|---|
| Project Name | Heritage Landing- Additional tree removals |
| Project Description | General Tree |

## Scope of Work

| QTY | UoM/Size | Material/Description | Total |
|---|---|---|---|
| **Area 1** | | | **$857.14** |
| 1.00 | LUMP SUM | 1 Pine tree marked with double orange ribbon and haul away debris | |
| **Area 2** | | | **$428.57** |
| 1.00 | LUMP SUM | Across the street- 1 small dead pine tree with double orange ribbon. Haul away debris | |
| **Area 3** | | | **$1,285.71** |
| 1.00 | LUMP SUM | 1 dead pine tree and 1 dead Oak tree marked with orange ribbon and oink ribbon. haul away debris | |

**For internal use only**

| | |
|---|---|
| **SO#** | 9034695 |
| **JOB#** | 346104023 |
| **Service Line** | 300 |

**Total Price** $2,571.42

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President

# 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.

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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.

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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 the Contract

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Customer

| | | |
|---|---|---|
| Signature | Title | **Property Manager** |
| **Lourens Erasmus** | | **November 05, 2026** |
| Printed Name | Date | |

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

| | | |
|---|---|---|
| Signature | Title | **Account Manager, Senior** |
| **Steve McAvoy** | | **November 05, 2026** |
| Printed Name | Date | |

| | | | |
|---|---|---|---|
| **Job #:** | **346104023** | | |
| **SO #:** | **9034695** | **Proposed Price:** | **$2,571.42** |

# Tab 3

# Proposal for Extra Work at Heritage Landing @ WGV

| | | | |
|---|---|---|---|
| Property Name | Heritage Landing @ WGV | Contact | Lourens Erasmus |
| Property Address | 370 Heritage Landing Pkwy<br>St Augustine , FL 32092 | To | Heritage Landing CDD |
| | | Billing Address | c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy<br>St Augustine, FL 32092 |

| | |
|---|---|
| Project Name | Heritage Landing: Amenity center Run camera down well to locate leak in attempts to repair |
| Project Description | Heritage Landing: Amenity center Run camera down well to locate leak in attempts to repair |

## Scope of Work

| QTY | UoM/Size | Material/Description | Unit Price | Total |
|---|---|---|---|---|
| 1.00 | LUMP SUM | Heritage Landing: Amenity center Remove pump and run camera down well to locate leak in attempts to repair | $5,333.33 | $5,333.33 |

**For internal use only**

| | |
|---|---|
| **SO#** | 9042183 |
| **JOB#** | 346104023 |
| **Service Line** | 150 |

**Total Price** $5,333.33

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# 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.

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

16. [redacted] 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.

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Customer

| | | |
|---|---|---|
| | | **Property Manager** |
| Signature | Title | |
| **Lourens Erasmus** | | **November 02, 2026** |
| Printed Name | Date | |

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

| | | |
|---|---|---|
| | | **Irrigation Manager** |
| Signature | Title | |
| **Juwan Lamar Dupree** | | **November 02, 2026** |
| Printed Name | Date | |

| | | | |
|---|---|---|---|
| **Job #:** | **346104023** | | |
| **SO #:** | **9042183** | **Proposed Price:** | **$5,333.33** |

# Proposal for Extra Work at Heritage Landing @ WGV

| | | | |
|---|---|---|---|
| Property Name | Heritage Landing @ WGV | Contact | Lourens Erasmus |
| Property Address | 370 Heritage Landing Pkwy<br>St Augustine , FL 32092 | To | Heritage Landing CDD |
| | | Billing Address | c/o Rizzetta and Company Inc 370 Heritage Landing Pkwy<br>St Augustine, FL 32092 |

Project Name: Heritage Landing: Abandon artesian well at Amenity Center

Project Description: Heritage Landing: Abandon artesian well at Amenity Center

## Scope of Work

| QTY | UoM/Size | Material/Description | Unit Price | Total |
|---|---|---|---|---|
| 1.00 | LUMP SUM | Heritage Landing: Abandon artesian well at Amenity Center | $18,666.66 | $18,666.66 |

**For internal use only**

| | |
|---|---|
| **SO#** | 9042186 |
| **JOB#** | 346104023 |
| **Service Line** | 150 |

**Total Price** $18,666.66

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Customer

| | | |
|---|---|---|
| Signature | Title | **Property Manager** |
| **Lourens Erasmus** | | **November 02, 2026** |
| Printed Name | Date | |

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

| | | |
|---|---|---|
| Signature | Title | **Irrigation Manager** |
| **Juwan Lamar Dupree** | | **November 02, 2026** |
| Printed Name | Date | |

| | | | |
|---|---|---|---|
| **Job #:** | **346104023** | | |
| **SO #:** | **9042186** | **Proposed Price:** | **$18,666.66** |

# Tab 4

# HERITAGE LANDING CDD

## POOL AND SLIDE TOWER REPAIR PROPOSAL WORKSHEET

| JOB | QTY | VENDOR | QUOTE | NOTES | ACTION |
|---|---|---|---|---|---|
| 6" Check valve on slide pump | | Big Z | $1,094 | This valve currently is damaged and don't function as it should. It helps keep water close to the pump so it primes easier during start up and helps with water hammer. | |
| Collector tank and Crank valve | | Big Z | $1,302 | The tank is leaking and ground water was coming in. We were able to temporarily stop the leak but is in need of a more permanent fix. The valve that stops the water from coming into the tank is also faulty and while the tank needs to stay dry for at least 24 hours to cure we need to repair said valve. | |
| Under water lights | | Big Z | $5,002 | 4 under water light are out and we do need them to work with our overhead deck lights to reach the required candle light as per the permit | |
| Pool heaters | | Big Z | $6,921 | If we replace 1 | |
| | | | $13,467 | If we replace 2 | |
| Slide Tower | | All Weather | $10,000 | Perform rust mitigation and support welding on the tower and stairs. | |

Big Z Pool Service LLC
dba. Big Z Pools
172 Stokes Landing Rd.
Saint Augustine, FL 32095
904.868.4660

Heritage Landing CDD C/O Rizzetta & Company
370 Heritage Landing Pkwy
Saint Augustine, FL 32092

| | |
|---|---|
| Estimate Number | 12345673 |
| Estimate Date | 08/04/2026 |
| Reference | Slide Pump |

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| RE: Slide Pump | $0.00 | 1 | $0.00 |
| 6" Check Valve with Gaskets | $693.54 | 1 | $693.54 |
| Labor | $375.00 | 1 | $375.00 |
| Fuel Surcharge | $25.00 | 1 | $25.00 |

| | |
|---|---|
| Subtotal | 1,093.54 |
| Tax | 0.00 |
| Estimate Total (USD) | $1,093.54 |

## Notes

This estimate is valid for 30 days from 08/04/26. Thank you for the consideration!

## Terms

Estimate Terms, Conditions & Disclosures

1. Diagnostic, Quote, & Service Fees

• Diagnostic Visit Fee: A $95.00 fee is charged for all initial diagnostic and quoting site visits. If this estimate is accepted, the full $95.00 fee will be credited directly toward your final invoice balance.

• Estimate Validity: This estimate is valid for exactly 30 days from the date of issuance. If work is not authorized within this period, pricing is subject to change based on fluctuating material and manufacturer costs.

• Due Date & Acceptance: Electronic acceptance of this estimate online constitutes a formal, binding contract and full agreement to all terms listed herein. Payment terms are strictly as follows:

o Residential Accounts: Payment is Due Upon Receipt of invoice.

o Commercial Accounts: Payment terms are Net 10 Days from invoice date.

• Document Completion Fees: Our quoted pricing covers standard operational billing and standard insurance requests. If a client requires Big Z Pools to fill out specialized vendor packages, compliance forms, or administrative portals beyond standard contract documents, a custom Document Completion Fee will be assessed per form.

2. Deposit & Mobilization Requirements

• Required Project Deposit: Deposit Amount: $0 (if applicable). For specified repairs, remodels, or equipment installations, a non-refundable deposit is required prior to project scheduling, ordering of materials, or mobilization of crews.

• Scheduling: No work dates will be locked onto our calendar until the required deposit payment has successfully cleared.

3. Payment Methods & Processing Fees

• Standard Payments: We accept Cash, Check, and standard ACH payments.

• Credit Card Surcharge: Credit cards are accepted; however, a 3.9% surcharge fee applies if this payment method is selected.

• Third-Party Payment Systems: Our pricing reflects cash, check, or standard ACH payout. If payments are processed through AvidXchange or any other third-party system that deducts merchant, transaction, or deposit fees from our payout, the deducted amount will be billed back to the customer on a separate invoice to ensure full recovery of the contracted balance.

4. Late Fees & Past-Due Accounts

• Late Fee Structure: Overdue balances are subject to the following charges once payment terms (Due Upon Receipt for Residential / Net 10 for Commercial) and an additional 5-day mailing grace period have passed:

o Pool Service Invoices: A flat $70.00 late fee.

o Repair, Remodel, Material, or Service Call Invoices: A 3.5% late fee on the total outstanding balance.

• Billing Discrepancies: Invoice disputes or discrepancies must be brought to our attention prior to the invoice due date. Delays caused by unvoiced discrepancies will not exempt the account from late fees.

5. Project Changes, Site Conditions, & Access

• Change Order Policy: Once work has commenced on a project, any deviations, additions, or deletions from the original scope of work requested by the customer or dictated by unforeseen physical site conditions will require a formal, written Change Order. Work on the modified scope will not proceed until the Change Order is priced, accepted, and signed by both parties.

• Site Conditions & Existing Utilities: Big Z Pools is not responsible for the structural integrity, code compliance, or functionality of existing underground plumbing, electrical main lines, or breaker panels. Any repairs required to bring existing utilities up to operational standards to support the new equipment will be billed separately.

• Access & Property Damage Disclaimer: The customer must provide clear, unobstructed access to the work area. Big Z Pools is not liable for unavoidable minor damage to landscaping, sod, concrete pathways, or driveways resulting from the transport of heavy machinery, equipment, or materials required for installation.

• Underground Hazards & Unforeseen Obstructions: Quoted excavation pricing covers standard digging conditions. Any hidden underground obstructions (e.g., unmarked private utilities, excessive tree roots, buried concrete/debris, or high groundwater requiring active dewatering) will result in an immediate stop-work and require a Change Order to cover additional labor and equipment costs.

• Chemical Balancing: Unless explicitly itemized in the scope of work above, the cost of initial startup chemicals required to re-balance the pool water after equipment installation is not included and will be billed based on actual usage.

6. Returns, Cancellations, & Overpayments

• Custom & Special Orders: All custom-made or special-order items are final sale. No returns or exchanges are accepted under any circumstances.

• Standard Material Returns: Returns and restocking fees for standard, typical material items are governed strictly by the respective manufacturer's guidelines.

• Cancellations & Overpayments: If services are cancelled after a deposit/payment is received, or if an invoice is overpaid, funds are non-refundable. Upon approval, the balance will be issued strictly as an account credit to be applied toward future services.

7. Compliance, Insurance, & Tax Credentials

• Workers' Compensation: Please note that Big Z Pools operates as a legally registered Workers' Compensation Exempt entity under State of Florida regulations.

• COI & W-9 Requests: To request a W-9 or a Certificate of Insurance (COI), please send a separate email to office@bigzpoolservice.com. You must include the required certificate holder details and/or a sample COI template so our insurance agents may accurately prepare and issue the document.

8. Governing Law & Exclusive Venue (St. Johns County, FL)

• Governing Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Florida.

• Exclusive Venue & Jurisdiction: The parties agree that the sole and exclusive venue for any and all legal proceedings, litigation, or disputes arising out of or relating to this contract shall be in St. Johns County, Florida.

• Litigation Costs: In the event of litigation arising from nonpayment or breach of contract, the prevailing party shall be entitled to recover all reasonable costs and attorney fees, including those incurred on appeal.

MANDATORY STATE OF FLORIDA CONTRACT DISCLOSURES

FLORIDA CONSTRUCTION LIEN LAW NOTICE:

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY.

FLORIDA HOMEOWNER'S CONSTRUCTION RECOVERY FUND:

PAYMENT MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNER'S CONSTRUCTION RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER A CONTRACT, IF THE LOSS RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD.

CHAPTER 558 NOTICE OF CLAIM:

ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES.

Big Z Pool Service LLC
dba. Big Z Pools
172 Stokes Landing Rd.
Saint Augustine, FL 32095
904.868.4660

Heritage Landing CDD C/O Rizzetta & Company
370 Heritage Landing Pkwy
Saint Augustine, FL 32092

| | |
|---|---|
| Estimate Number | 12345676 |
| Estimate Date | 08/04/2026 |
| Reference | Collector Tank Repair |

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| RE: Collector Tank Repair<br>Where the crank valve piping comes through the wall of the collector tank | $0.00 | 1 | $0.00 |
| Crank Valve Rebuild Kit<br>Rebuild Kit Includes: 10" disc set, crank valve handle, valve guides, 6' all-thread rod, PVC fittings along with the hardware for installation | $682.39 | 1 | $682.39 |
| Service<br>Once the crank valve has been rebuilt and we can drain the tank down without it leaking, we will clean up around the pipe coming through the wall with some light sanding and acetone to clean it up. We will then apply a Sika-Flex material around the pipe. This will need to dry for a min. of 24 hours before we can refill the tank. | $595.00 | 1 | $595.00 |
| Fuel Surcharge | $25.00 | 1 | $25.00 |

| | |
|---|---|
| Subtotal | 1,302.39 |
| Tax | 0.00 |
| Estimate Total (USD) | $1,302.39 |

## Notes

This estimate is valid for 30 days from 08/04/2026. Thank you for the consideration!
NOTE: we know that this ideally needs to be completed after the swim season, but we would ask that it be done before the water temps drop as Zach will need to dive the tank with water in it in order to fix the crank valve.

## Terms

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2. Deposit & Mobilization Requirements
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• Scheduling: No work dates will be locked onto our calendar until the required deposit payment has successfully cleared.
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• COI & W-9 Requests: To request a W-9 or a Certificate of Insurance (COI), please send a separate email to office@bigzpoolservice.com. You must include the required certificate holder details and/or a sample COI template so

our insurance agents may accurately prepare and issue the document.

8. Governing Law & Exclusive Venue (St. Johns County, FL)

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• Litigation Costs: In the event of litigation arising from nonpayment or breach of contract, the prevailing party shall be entitled to recover all reasonable costs and attorney fees, including those incurred on appeal.

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CHAPTER 558 NOTICE OF CLAIM:

ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES.

Big Z Pool Service LLC
dba. Big Z Pools
172 Stokes Landing Rd.
Saint Augustine, FL 32095
904.868.4660

Heritage Landing CDD C/O Rizzetta & Company
370 Heritage Landing Pkwy
Saint Augustine, FL 32092

| | |
|---|---|
| Estimate Number | 12345775 |
| Estimate Date | 10/19/2026 |
| Reference | Pool Lights |

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| RE: Lap Pool, Pool Lights | $0.00 | 1 | $0.00 |
| Pentair 5G White LED Pool Light<br>12-volt, 30-watt, and 100-foot corded light. | $1,106.86 | 4 | $4,427.44 |
| Labor | $550.00 | 1 | $550.00 |
| Fuel Surcharge | $25.00 | 1 | $25.00 |

| | |
|---|---|
| Subtotal | 5,002.44 |
| Tax | 0.00 |
| Estimate Total (USD) | $5,002.44 |

## Notes

This estimate is valid for 30 days from 10/19/26. Thank you for the consideration!

## Terms

Big Z Pools – Invoice Terms, Conditions & Disclosures
1. Payment Terms & Third-Party Processing
Standard Payment Methods: Cash, Check, and standard ACH payments.

Credit Card Surcharge: Credit cards are accepted; however, a 3.9% surcharge fee applies if this payment method is selected.

Third-Party Payment Systems (e.g., AvidXchange): Our invoice pricing reflects cash, check, or standard ACH payout. If payments are processed through AvidXchange or any other third-party system that deducts merchant, transaction, or deposit fees from our payout, the deducted fee amount will be billed back to the customer on a separate or subsequent invoice to ensure full recovery of the contracted balance.

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Overdue balances are subject to the following late charges once the specified net terms and an additional 5-day grace period have passed:

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3. Change Orders & Unforeseen Site Conditions
Change Orders: Any additions, deletions, or scope modifications requested by the customer or dictated by unforeseen physical site conditions require a signed, written Change Order.

Existing Utilities & Hazards: Big Z Pools is not responsible for the structural integrity or functionality of existing underground plumbing, electrical main lines, or breaker panels. Unforeseen underground obstructions (e.g., unmarked utilities, roots, buried concrete) or required utility upgrades will be billed separately.

Chemical Balancing: Unless explicitly itemized in the invoice scope, startup chemicals required to balance pool water after service/installation are billed based on actual usage.

4. Returns, Credits, & Administration
Custom & Special Orders: All custom-made or special-order items are final sale.

Cancellations & Overpayments: Overpayments or approved cancellations will be issued strictly as an account credit toward future services.

Document Completion Fees: Quoted pricing covers standard billing. Custom vendor packages, compliance forms, or administrative portals required by client billing systems will incur a custom Document Completion Fee per form.

5. Legal Venue & Compliance (Florida)
Governing Law & Venue: This agreement is governed by the laws of the State of Florida. Sole and exclusive venue for any disputes or litigation shall be in St. Johns County, Florida. The prevailing party shall be entitled to recover all reasonable costs and attorney fees.

Workers' Compensation: Big Z Pools operates as a legally registered Workers' Compensation Exempt entity under State of Florida regulations.

COI Requests: Email office@bigzpoolservice.com with certificate holder details to request a W-9 or COI.

MANDATORY STATE OF FLORIDA CONTRACT & INVOICE DISCLOSURES
FLORIDA CONSTRUCTION LIEN LAW NOTICE:

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FLORIDA HOMEOWNER'S CONSTRUCTION RECOVERY FUND:

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CHAPTER 558 NOTICE OF CLAIM:

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Big Z Pool Service LLC
dba. Big Z Pools
172 Stokes Landing Rd.
Saint Augustine, FL 32095
904.868.4660

Heritage Landing CDD C/O Rizzetta & Company
370 Heritage Landing Pkwy
Saint Augustine, FL 32092

| | |
|---|---|
| Estimate Number | 12345773 |
| Estimate Date | 10/19/2026 |
| Reference | Pool heat pump |

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| RE: Heat pump installation | $0.00 | 1 | $0.00 |
| AquaCal SQ200 139k btu Heat Pump<br>Warranty: 3-year if the pool sync is connected to wifi; if not, the warranty is only 2 years directly through AquaCal from the installation date. | $6,345.87 | 1 | $6,345.87 |
| Labor<br>Remove the existing heater and replace it with the one listed above. | $550.00 | 1 | $550.00 |
| Fuel Surcharge | $25.00 | 1 | $25.00 |

| | |
|---|---|
| Subtotal | 6,920.87 |
| Tax | 0.00 |
| Estimate Total (USD) | $6,920.87 |

## Notes

This estimate is valid for 30 days from 10/19/26. After expiration, the material cost will need to be re-evaluated with the suppliers for accuracy.

## Terms

Big Z Pools – Invoice Terms, Conditions & Disclosures
1. Payment Terms & Third-Party Processing
Standard Payment Methods: Cash, Check, and standard ACH payments.

Credit Card Surcharge: Credit cards are accepted; however, a 3.9% surcharge fee applies if this payment method is selected.

Third-Party Payment Systems (e.g., AvidXchange): Our invoice pricing reflects cash, check, or standard ACH payout. If payments are processed through AvidXchange or any other third-party system that deducts merchant, transaction, or deposit fees from our payout, the deducted fee amount will be billed back to the customer on a separate or subsequent invoice to ensure full recovery of the contracted balance.

2. Late Fees & Past-Due Accounts

Overdue balances are subject to the following late charges once the specified net terms and an additional 5-day grace period have passed:

Pool Service Invoices: A flat $70.00 late fee.

Repair, Remodel, Material, or Service Call Invoices: A 3.5% late fee on the total outstanding balance.

Billing Discrepancies: Invoice disputes or discrepancies must be brought to our attention prior to the invoice due date. Delays caused by unvoiced discrepancies will not exempt the account from late fees.

3. Change Orders & Unforeseen Site Conditions
Change Orders: Any additions, deletions, or scope modifications requested by the customer or dictated by unforeseen physical site conditions require a signed, written Change Order.

Existing Utilities & Hazards: Big Z Pools is not responsible for the structural integrity or functionality of existing underground plumbing, electrical main lines, or breaker panels. Unforeseen underground obstructions (e.g., unmarked utilities, roots, buried concrete) or required utility upgrades will be billed separately.

Chemical Balancing: Unless explicitly itemized in the invoice scope, startup chemicals required to balance pool water after service/installation are billed based on actual usage.

4. Returns, Credits, & Administration
Custom & Special Orders: All custom-made or special-order items are final sale.

Cancellations & Overpayments: Overpayments or approved cancellations will be issued strictly as an account credit toward future services.

Document Completion Fees: Quoted pricing covers standard billing. Custom vendor packages, compliance forms, or administrative portals required by client billing systems will incur a custom Document Completion Fee per form.

5. Legal Venue & Compliance (Florida)
Governing Law & Venue: This agreement is governed by the laws of the State of Florida. Sole and exclusive venue for any disputes or litigation shall be in St. Johns County, Florida. The prevailing party shall be entitled to recover all reasonable costs and attorney fees.

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904.868.4660

Heritage Landing CDD C/O Rizzetta & Company
370 Heritage Landing Pkwy
Saint Augustine, FL 32092

| | |
|---|---|
| Estimate Number | 12345774 |
| Estimate Date | 10/19/2026 |
| Reference | Pool heat pumps (2) |

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| RE: Heat pumps with installation | $0.00 | 1 | $0.00 |
| AquaCal SQ200 139k btu Heat Pump<br>Warranty: 3-year if the pool sync is connected to wifi; if not, the warranty is only 2 years directly through AquaCal from the installation date. | $6,345.87 | 2 | $12,691.74 |
| Labor<br>Remove the existing heater and replace it with the one listed above. | $750.00 | 1 | $750.00 |
| Fuel Surcharge | $25.00 | 1 | $25.00 |

| | |
|---|---|
| Subtotal | 13,466.74 |
| Tax | 0.00 |
| Estimate Total (USD) | $13,466.74 |

Laurie Rizzetta

## Notes

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## Terms

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MANDATORY STATE OF FLORIDA CONTRACT & INVOICE DISCLOSURES
FLORIDA CONSTRUCTION LIEN LAW NOTICE:

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY.

FLORIDA HOMEOWNER'S CONSTRUCTION RECOVERY FUND:

PAYMENT MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNER'S CONSTRUCTION RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER A CONTRACT, IF THE LOSS RESULTS FROM

SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD.

CHAPTER 558 NOTICE OF CLAIM:

ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES.

# Heritage Landing

## St. Augustine FL.

Water Slide Tower Welding




ALWAYS THERE FOR YOU

**PREPARED FOR:**

Lourens Erasmus, General Manager
(904) 940-6095
lerasmus@vestapropertyservices.com

**PREPARED BY:**

**Brian Leonard**
**(904)294 1591**
**BLeonard@AllWeatherContractors.com**

# 01 INTRODUCTION
# COVER LETTER

10/27/2026

Lourens,

We are truly grateful for the opportunity to present a turnkey solution for your project. This proposal contains an extensive overview of the work we are suggesting, accompanied by detailed specifications and selections. We invite you to thoroughly review these comprehensive work element descriptions, as they offer valuable insights into our approach to your project. At All Weather Contractors (AWC), we hold the belief that we can offer the optimal solution to meet your needs.

Established in 2005, All Weather Contractors is dedicated to delivering top-notch customer service. Our commitment to excellence is underscored by the fact that our most significant source of new business is comprised of repeat and referred clients. AWC's guiding principles emphasize the use of premium materials, skilled workmanship, diligent supervision, and effective management – all at a reasonable cost.

As a licensed general and trade contractor operating in multiple states, we boast an extensive portfolio of satisfied clients across the eastern United States. Whether your project entails construction, renovation, restoration, MEP's, or roofing, AWC offers tailored solutions to meet your specific needs.

We are genuinely grateful for your interest in partnering with AWC and eagerly anticipate the opportunity to serve you soon.

Respectfully,

**Brian Leonard**
All Weather Contractors, Inc.

02

# PROJECT DETAIL
# SCOPE OF WORK

Our scope of work consists of providing labor, materials, equipment, and supervision to complete $10,000.00 of welding and rust repairs at the water slide tower as discussed.

1. Target areas have been pre-walked and marked with white paint.
2. Use pneumatic scalers, grinders and wire wheels to mechanically burnish and remove any visibly exposed rusting areas of the lower I-Beam framing.
3. Sand smooth and burnish any rough areas of railings and grab rails.
4. Use pneumatic scalers, grinders and wire wheels to burnish and remove any visibly exposed rust at all staircase landing headers.
5. Weld in additional stringer to header support plates at each termination level.
6. Use 3/16" A36 plate steel to cut and fit 1 stringer support plate and weld into place.
7. Prime and paint new work with a Sherwin Williams Kem Kromik product. Color (Black).
8. Clean jobsite and dispose of debris.
9. **ALLOWANCE:** This work will be performed against an approved allowance of $10,000.00. AWC will work diligently to deliver full value for the allowance; if the full amount is not used, a credit will be issued for the difference. No work beyond the allowance will be performed without a written change order.

**EXCLUSIONS**

1. We do not warranty against rust, inner coat peeling or previously coated flooring.
2. AWC's scope is limited to the specific items listed in this proposal. AWC does not guarantee for, warrant, or assume responsibility for slip, trip, or fall hazards on water slides, slide towers, stairs, treads, landings, platforms, pool decks, walkways, or railings, whether existing before, during, or after the work, including conditions caused by weather, moisture, wear, foot traffic, or the Owner's maintenance. Ongoing inspection and maintenance of the slide structure and walking surfaces remain the Owner's responsibility.
3. Permitting is the responsibility of the owner/manager. Payment and performance bonds are not included.
4. Any item not specifically mentioned is not included and would be addressed through a written change order.

# 03 PROJECT DETAIL
# CLARIFICATIONS

## QUALIFICATIONS & CLARIFICATIONS

1. This proposal is valid for 30 days and is based on current pricing for materials. All Weather Contractors, Inc. reserves the right to withdraw this proposal at any time.
2. Adequate space for storage and vehicle parking shall always be available at no cost to AWC personnel and its subcontractors.
3. Any work not specifically noted or described above within the scope of work is excluded.
4. AWC will conform to all applicable safety regulations such as OSHA, EPA and AHJ.
5. All debris generated by AWC will be removed and properly disposed of by AWC.

## WORK HOURS & SCHEDULE

1. Workdays are Monday - Saturday, 8:00 am - 6:00 pm.
2. Completion in 10 days or less, weather permitting. Weather-related issues may delay completion.
3. AWC requires at least 10 business days after signed acceptance for work commencement.

## WARRANTY

1. AWC provides a 1-year workmanship warranty. Manufacturer's 7-year material warranty is included. We do not warranty against rust or inner coat peeling.
2. All Weather Contractors' workmanship warranty is strictly limited to the specific scope of work expressly identified in this proposal and applies only to the discrete components repaired or replaced. Under no circumstances shall this be construed as a warranty or representation regarding the condition, integrity, or safety of the overall system or any components not expressly included in the scope of work.

   This work was based solely on conditions that were visible and accessible at the time of inspection. All Weather Contractors does not warrant or guarantee against future failure, deterioration, corrosion, rust, wood rot, structural deficiency, or other latent or non-visible conditions, whether within or outside the repaired areas.

   Limited repairs should not be relied upon as a comprehensive or long-term solution. Full replacement of the system or additional components may be necessary to address existing or future conditions.

## INSPECTION & WORK ACCEPTANCE

1. All work should be inspected by customer's representative at the completion of the work.
2. If deficiencies are found in work quality, customer's representative will present them, as soon as possible, to AWC's representative on a written notice and corrections will be made.

## OWNER RESPONSIBILITIES

1. Provide AWC access to job site in a timely manner to allow for continuous work schedule.
2. Keep the water slide, slide tower and adjacent pool area closed to residents and guests while work is in progress.
3. Approve any written and agreed upon change order(s) for additional and/or changes in work.

05

# TERMS & CONDITIONS
# AGREEMENT

## PRICING

### Grand Total (Approved Allowance) - $10,000.00

Work will be billed against the approved allowance. If the full allowance is not used, a credit will be issued for the difference.

## TERMS

20% mobilization, 70% progress draw and 10% upon completion.
Add 3% for any credit card payments.

## AGREEMENT

The proposal's documents above and herein become an effective Agreement the date written below. Signatures to this Agreement transmitted by facsimile transmission or by electronic mail in "portable document format" (".pdf") form will have the same effect as physical delivery of the paper document bearing the original signature.

**CUSTOMER SIGNATURE** _____ **Title**_____ **Date**_____

AllWeather CONTRACTORS



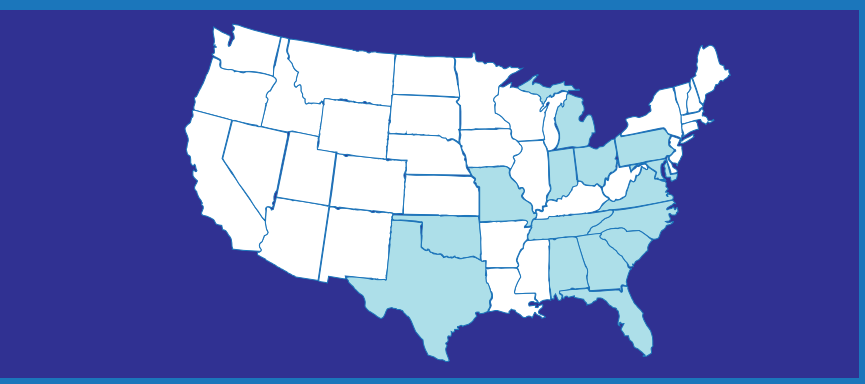
**General Contracting Services**
Interior & Exterior Renovations
Restoration
Property Amenities
Ancillary Structures
Concrete
Siding - Soffit - Fascia
Carpentry & Drywall
Hardscapes
Specialty Projects

**HVAC - Mechanical**
Unit Replacements
Service All Brands
Preventative Maintenance
Zoning
Indoor Air Quality
Dehumidification
Ductless Systems
Gas Systems
Boilers

**Plumbing**
Water Leaks
Water Heaters
Sewer Leaks
Drain Cleaning
Re-Pipes
Toilets
Faucets & Fixtures
Grease Traps

**Roofing**
Roof Repairs & Inspections
Re-Roofs
Full Roof Assessment & Reports
Skylights
Ventilation Systems
Preventative Maintenance
Gutter Work
Chimney Repairs

**Electrical**
Work Orders
Panels
Lighting & More



**Design Services**
Structural
Remodeling
Clubhouses
Renderings
Signage
Finishes
Architectural
Engineering

**Property Maintenance**
Interior & Exterior Painting
Unit Punch outs - Turns
Window & Door Installs
Decking & Fencing
Carpentry
Welding
Stucco Repairs
Cabinets & Counter Tops
Housekeeping

**Disaster Services**
Disaster Response & Management
Storm Damage
Fire & Smoke Damage
Floods/Water Damage
Mold Prevention & Restoration
Full Reconstruction Services
Structural Drying
Electrical Damage
Building Collapse

# Tab 5

# HERITAGE LANDING CDD

## FENCE PROPOSAL WORKSHEET

| JOB | QTY | VENDOR | QUOTE | NOTES | ACTION |
|---|---|---|---|---|---|
| New chain link for baseball backstop | | Hardwick<br>Masters<br>Reynolds<br>Reynolds | $5,393<br>$5,400<br>$4,300<br>$2,900 | 8 feet tall and 8 gauge wire similar to the tennis courts<br>8 feet tall and 8 gauge wire<br>7 feet tall and verbally said it will be commercial grad wire<br>Add a rail to provide stability to the new chain link | |
| New commercial grade playground fence 2 rail(similar to what we have)<br><br>New commercial grade playground fence 3 rail<br>New industrial grade | | Masters<br>Hardwick<br><br>Hardwick<br>Masters | $14,750<br>$15,689<br><br>$16,803<br>$18,400 | | |
| Playground fence repairs | | Hardwick | $2,019 | | |

# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

Contact:

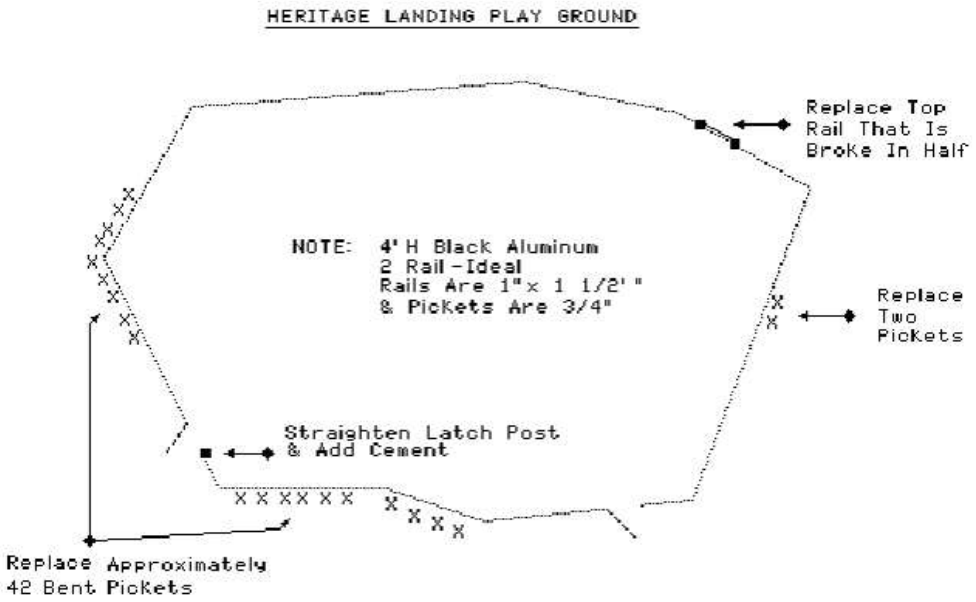
Heritage Landing CDD
Lourens Erasmus
370 Heritage Landing Pkwy
St. Augustine, FL 32092
(904) 536-6217
Lerasmus@vestapropertyservices.com

Job Location:

370 Heritage Landing Pkwy
St. Augustine, FL 32092

Estimate Info:

Date: 10/16/2026
Estimate: Heritage Landing CDD (Play Ground)
Rep: Mitch Yerty
Job #4551




| | |
|---|---|
| Grand Total | $2,019.48 |
| **Amount Due** | **$2,019.48** |

**Prices are valid for 14 days from the estimate date.**

**Terms & Conditions**

By signing this contract, you agree to the Terms & Conditions on the following pages.

**I understand and agree with the enclosed contract.**

Customer Name Date

Company Name Date




**Contract**
Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

## Terms & Conditions

**Payment & Project Start**
*Payment terms: 70% of the contract is due with the signed contract, and the remaining balance is due on completion.
*All projects are subject to 811 utility locates before installation. Hardwick Fence, LLC will submit the ticket.

**Client Responsibilities**
*The client is responsible for ensuring the job site is ready and accessible at the time of installation. This includes clearing the fence line (2' on each side) of vegetation, brush, or debris, and providing reasonable access for materials and equipment.
*The client is responsible for clearly marking all private utilities, including but not limited to irrigation, electrical wiring, and gas lines.
*The client assumes all responsibility for fence placement, including property line accuracy.
*Permitting and HOA/ARB submissions are not included. If required, it is the client's responsibility to obtain all necessary approvals before installation.

**Obstructions & Property Conditions**
*Hardwick Fence, LLC is not responsible for the removal or disposal of trees, stumps, roots, or other obstructions unless specifically included in the contract.
*If an underground stump, root, concrete, rock, or other obstruction is encountered during installation, Hardwick Fence, LLC will notify the client. Post placement adjustments may be required, and any material or price changes will be addressed through a written change order.
*Hardwick Fence, LLC is not responsible for damage to landscaping, sod, sprinkler heads, or other surface features within the work area.
*Hardwick Fence, LLC is not responsible for damage to underground obstructions, including but not limited to utilities, irrigation, or cables.

**Project Changes & Delays**
*Any changes to the original specifications must be agreed upon in writing via a signed change order, which may affect price and timeline.
*All agreements are contingent upon the availability of materials, weather, or other delays beyond our control.
*If the project is delayed or put on hold by the client for any amount of time, prices are subject to change. Hardwick Fence, LLC will store materials for 30 days at no charge. After 30 days, a storage fee will apply.
*Hardwick Fence, LLC is not responsible for damage to stored materials, including but not limited to warping, scratches, or weather-related effects.
*If the project remains on hold for one (1) year, the contract becomes null and void, and no refunds will be issued.

**Legal & Warranty**
*Prices are valid for 14 days from the estimate date.
*The quote is based on our current insurance coverage. Any change in coverage may affect pricing.
*Hardwick Fence, LLC reserves the right to exercise provisions under the Florida Mechanics Lien Law.
*The manufacturer's warranty (if applicable) will be provided at the client's request.
*Hardwick Fence, LLC warrants labor for aluminum and PVC/vinyl for a period of three (3) years from the date of completion. Labor for wood installations is warranted for thirty (30) days from the date of completion. This warranty covers workmanship only and excludes, without limitations, damage or defects resulting from misuse, improper maintenance, or environmental conditions. No warranty is provided for repairs.
*In the event of cancellation, a restocking fee plus 10% of the deposit will be retained.

# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

Contact:

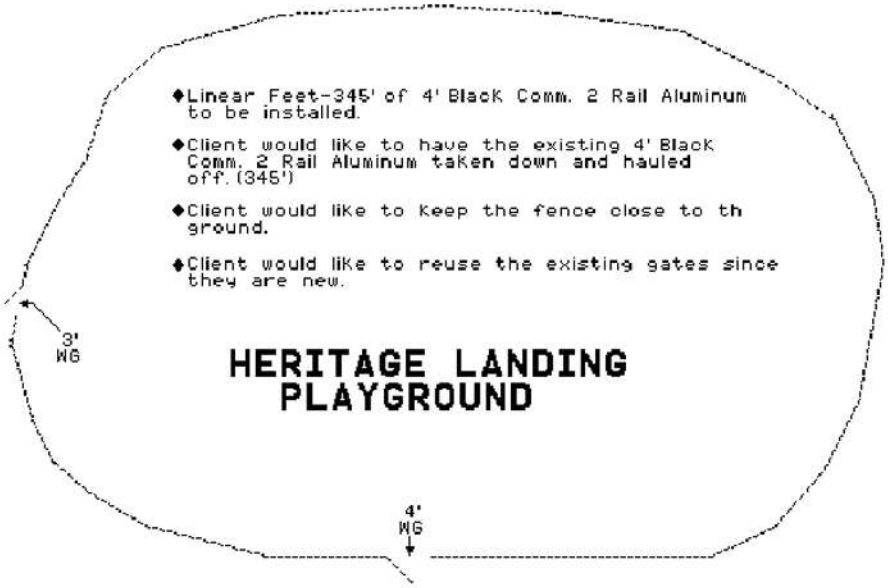
Heritage Landing c/o Vesta Properties
Lourens Erasmus
370 Heritage Landing Pkwy
St. Augustine, FL 32092
(904) 536-6217
Lerasmus@vestapropertyservices.com

Job Location:

370 Heritage Landing Pkwy
St. Augustine, FL 32092

Estimate Info:

Date: 11/04/2026
Estimate: VPS-HL Playground-(L. Erasmus) Comm. 2 Rail
Rep: Donnie Mills
Job #4631




| | |
|---|---|
| Grand Total | $15,689.31 |
| **Amount Due** | **$15,689.31** |

**Prices are valid for 14 days from the estimate date.**

**Terms & Conditions**

By signing this contract, you agree to the Terms & Conditions on the following pages.

**I understand and agree with the enclosed contract.**

Customer Name Date

Company Name Date




# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

## Terms & Conditions

### Payment & Project Start

*Initial Deposit: A 70% non-refundable deposit is due with the signed contract. All materials associated with a custom order become the client's property once ordered.
*Final Balance: The 30% balance is due upon completion of the fence installation.
*Lead Time: Custom materials may require approximately 4-6 weeks for delivery.
*Utility Locates: All projects are subject to 811 utility locates before installation. Hardwick Fence, LLC will submit the ticket.

### Client Responsibilities

*Site Readiness: The client is responsible for ensuring the job site is ready and accessible at the time of installation. This includes clearing the fence line (2' on each side) of vegetation, brush, or debris, and providing reasonable access for materials and equipment.
*Private Utility Marking: The client is responsible for clearly marking all private utilities, including but not limited to irrigation, electrical wiring, and gas lines.
*Fence Placement: The client assumes all responsibility for fence placement, including property line accuracy.
*Permits and Approvals: Permitting and HOA/ARB submissions are not included. If required, the client'must obtain all necessary approvals before installation.

### Obstructions & Property Conditions

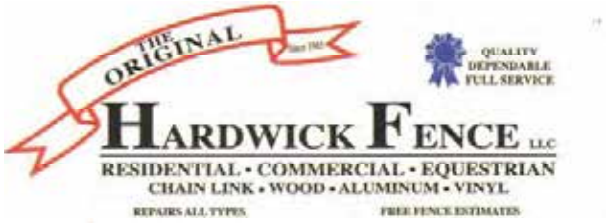
*Obstruction Removal: Hardwick Fence, LLC is not responsible for the removal or disposal of trees, stumps, roots, or other obstructions unless specifically included in the contract.
*Underground Obstacles: If an underground stump, root, concrete, rock, or other obstruction is encountered during installation, Hardwick Fence, LLC will notify the client. Post-placement adjustments may be required, and any material or price changes will be addressed through a written change order.
*Surface Damage Waiver: Hardwick Fence, LLC is not responsible for damage to landscaping, sod, sprinkler heads, or other surface features within the work area.
*Underground Damage Waiver: Hardwick Fence, LLC is not responsible for damage to underground obstructions, including but not limited to private, unmarked, or incorrectly marked utilities, irrigation, or cables.

### Project Changes, Delays & Cancellations

*Change Orders: Any changes to the original specifications must be agreed upon in writing via a signed change order, which may affect price and timeline.
*Uncontrollable Delays: All agreements are contingent upon the availability of materials, weather, or other delays beyond our control.
*Client Holds & Price Adjustments: If the project is delayed or put on hold by the client for any amount of time, prices are subject to change.
*Storage Limitation & Fees: Hardwick Fence, LLC will store materials for 14 days at no charge from the initial hold or cancellation date. To resume an installation or to secure the release of materials for client pickup or delivery, the client must pay all accrued storage fees ($25.00 per day starting on day 15) in full.
*Materials Abandonment: If the client has not arranged delivery or picked up their materials within 45 days from the initial hold or cancellation date, the materials will be deemed legally abandoned. Hardwick Fence, LLC reserves the right to dispose of, liquidate, or retain the materials without refund or credit to the client.
*Stored Materials Waiver: Hardwick Fence, LLC is not responsible for damage to stored materials, including but not limited to warping, scratches, or weather-related effects.
*Cancellation & Delivery Fees: In the event of a contract cancellation, the 70% custom materials deposit is non-refundable. Hardwick Fence, LLC can deliver the client's materials for a minimum fee of $75.00, provided all storage and cancellation terms are settled.
*Contract Expiration: If the project remains on hold or unresolved for ninety (90) days, the contract becomes null and void, and no refunds or credits will be issued.

### Legal & Warranty

*Contract Expiration: Prices are valid for 14 days from the estimate date.
*Insurance Adjustments: The quote is based on our current insurance coverage. Any change in coverage may affect pricing.
*Lien Rights: Hardwick Fence, LLC reserves the right to exercise provisions under the Florida Mechanics Lien Law.
*Manufacturer Warranty: Applicable manufacturer warranties will be provided to the client upon request.




## Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

*Labor Warranty & Natural Wood Disclaimers: Hardwick Fence, LLC warrants labor for aluminum and PVC/vinyl for a period of three (3) years from the date of completion. Labor for wood installations is warranted for thirty (30) days from the date of completion. Because wood is a natural product, it is inherently subject to warping, splitting, bowing, and shrinking. These natural variations and movements are not considered defects in workmanship and are strictly excluded from this warranty. This warranty covers workmanship only and excludes, without limitation, damage or defects resulting from misuse, improper maintenance, or environmental conditions. No warranty is provided for repairs.

# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

Contact:

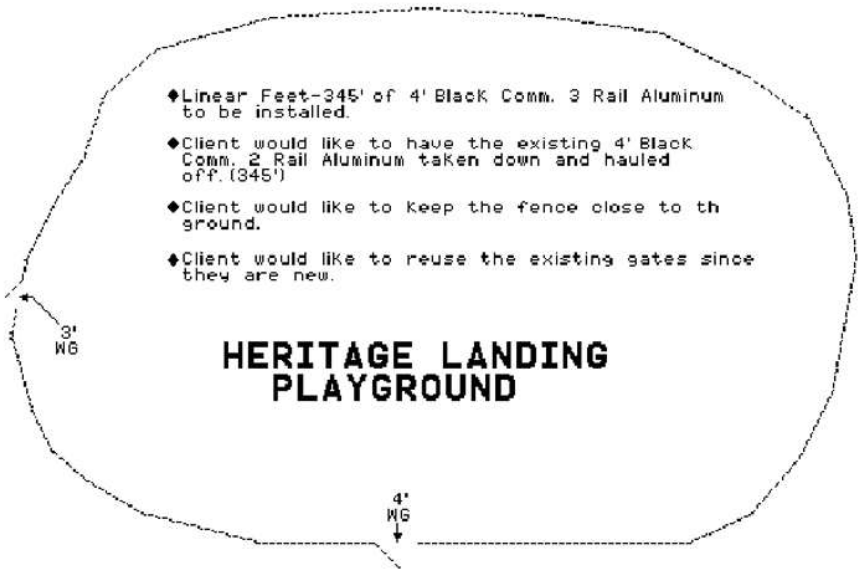
Heritage Landing c/o Vesta Properties
Lourens Erasmus
370 Heritage Landing Pkwy
St. Augustine, FL 32092
(904) 536-6217
Lerasmus@vestapropertyservices.com

Job Location:

370 Heritage Landing Pkwy
St. Augustine, FL 32092

Estimate Info:

Date: 11/04/2026
Estimate: VPS-HL Playground-(L. Erasmus) Comm. 3 Rail
Rep: Donnie Mills
Job #4632




| | |
|---|---|
| Grand Total | $16,802.70 |
| **Amount Due** | **$16,802.70** |

**Prices are valid for 14 days from the estimate date.**

**Terms & Conditions**

By signing this contract, you agree to the Terms & Conditions on the following pages.

**I understand and agree with the enclosed contract.**

Customer Name Date

Company Name Date




# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

## Terms & Conditions

### Payment & Project Start

*Initial Deposit: A 70% non-refundable deposit is due with the signed contract. All materials associated with a custom order become the client's property once ordered.
*Final Balance: The 30% balance is due upon completion of the fence installation.
*Lead Time: Custom materials may require approximately 4-6 weeks for delivery.
*Utility Locates: All projects are subject to 811 utility locates before installation. Hardwick Fence, LLC will submit the ticket.

### Client Responsibilities

*Site Readiness: The client is responsible for ensuring the job site is ready and accessible at the time of installation. This includes clearing the fence line (2' on each side) of vegetation, brush, or debris, and providing reasonable access for materials and equipment.
*Private Utility Marking: The client is responsible for clearly marking all private utilities, including but not limited to irrigation, electrical wiring, and gas lines.
*Fence Placement: The client assumes all responsibility for fence placement, including property line accuracy.
*Permits and Approvals: Permitting and HOA/ARB submissions are not included. If required, the client'must obtain all necessary approvals before installation.

### Obstructions & Property Conditions

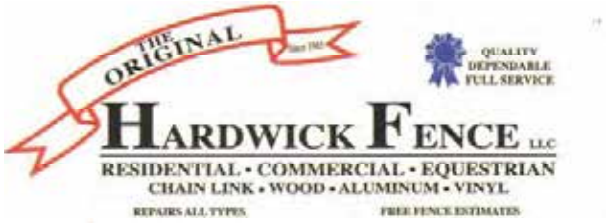
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*Stored Materials Waiver: Hardwick Fence, LLC is not responsible for damage to stored materials, including but not limited to warping, scratches, or weather-related effects.
*Cancellation & Delivery Fees: In the event of a contract cancellation, the 70% custom materials deposit is non-refundable. Hardwick Fence, LLC can deliver the client's materials for a minimum fee of $75.00, provided all storage and cancellation terms are settled.
*Contract Expiration: If the project remains on hold or unresolved for ninety (90) days, the contract becomes null and void, and no refunds or credits will be issued.

### Legal & Warranty

*Contract Expiration: Prices are valid for 14 days from the estimate date.
*Insurance Adjustments: The quote is based on our current insurance coverage. Any change in coverage may affect pricing.
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*Manufacturer Warranty: Applicable manufacturer warranties will be provided to the client upon request.




## Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

*Labor Warranty & Natural Wood Disclaimers: Hardwick Fence, LLC warrants labor for aluminum and PVC/vinyl for a period of three (3) years from the date of completion. Labor for wood installations is warranted for thirty (30) days from the date of completion. Because wood is a natural product, it is inherently subject to warping, splitting, bowing, and shrinking. These natural variations and movements are not considered defects in workmanship and are strictly excluded from this warranty. This warranty covers workmanship only and excludes, without limitation, damage or defects resulting from misuse, improper maintenance, or environmental conditions. No warranty is provided for repairs.

# Contract

Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

Contact:

Heritage Landing c/o Vesta Properties
Lourens Erasmus
370 Heritage Landing Pkwy
St. Augustine, FL 32092
(904) 536-6217
Lerasmus@vestapropertyservices.com

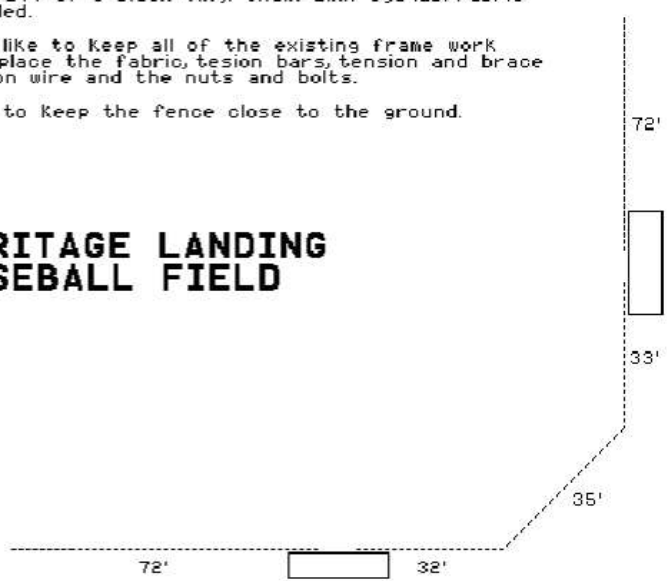
Job Location:

370 Heritage Landing Pkwy
St. Augustine, FL 32092

Estimate Info:

Date: 11/04/2026
Estimate: VPS-HL (L. Erasmus)
Baseball Field Repairs
Rep: Donnie Mills
Job #4565

- Linear Feet-244' of 8' Black Vinyl Chain-Link 9ga (2B) Fabric to be installed.
- Client would like to Keep all of the existing frame work and just replace the fabric, tesion bars, tension and brace bands, tension wire and the nuts and bolts.
- We will need to keep the fence close to the ground.




| | |
|---|---|
| Grand Total | $5,393.00 |
| **Amount Due** | **$5,393.00** |

**Prices are valid for 14 days from the estimate date.**

**Terms & Conditions**

By signing this contract, you agree to the Terms & Conditions on the following pages.

**I understand and agree with the enclosed contract.**

Customer Name Date

Company Name Date




**Contract**
Hardwick Fence
2410 Water Plant Road
St. Augustine, FL 32092
(904) 599-8644

## Terms & Conditions

**Payment & Project Start**
*Payment terms: 70% of the contract is due with the signed contract, and the remaining balance is due on completion.
*All projects are subject to 811 utility locates before installation. Hardwick Fence, LLC will submit the ticket.

**Client Responsibilities**
*The client is responsible for ensuring the job site is ready and accessible at the time of installation. This includes clearing the fence line (2' on each side) of vegetation, brush, or debris, and providing reasonable access for materials and equipment.
*The client is responsible for clearly marking all private utilities, including but not limited to irrigation, electrical wiring, and gas lines.
*The client assumes all responsibility for fence placement, including property line accuracy.
*Permitting and HOA/ARB submissions are not included. If required, it is the client's responsibility to obtain all necessary approvals before installation.

**Obstructions & Property Conditions**
*Hardwick Fence, LLC is not responsible for the removal or disposal of trees, stumps, roots, or other obstructions unless specifically included in the contract.
*If an underground stump, root, concrete, rock, or other obstruction is encountered during installation, Hardwick Fence, LLC will notify the client. Post placement adjustments may be required, and any material or price changes will be addressed through a written change order.
*Hardwick Fence, LLC is not responsible for damage to landscaping, sod, sprinkler heads, or other surface features within the work area.
*Hardwick Fence, LLC is not responsible for damage to underground obstructions, including but not limited to utilities, irrigation, or cables.

**Project Changes & Delays**
*Any changes to the original specifications must be agreed upon in writing via a signed change order, which may affect price and timeline.
*All agreements are contingent upon the availability of materials, weather, or other delays beyond our control.
*If the project is delayed or put on hold by the client for any amount of time, prices are subject to change. Hardwick Fence, LLC will store materials for 30 days at no charge. After 30 days, a storage fee will apply.
*Hardwick Fence, LLC is not responsible for damage to stored materials, including but not limited to warping, scratches, or weather-related effects.
*If the project remains on hold for one (1) year, the contract becomes null and void, and no refunds will be issued.

**Legal & Warranty**
*Prices are valid for 14 days from the estimate date.
*The quote is based on our current insurance coverage. Any change in coverage may affect pricing.
*Hardwick Fence, LLC reserves the right to exercise provisions under the Florida Mechanics Lien Law.
*The manufacturer's warranty (if applicable) will be provided at the client's request.
*Hardwick Fence, LLC warrants labor for aluminum and PVC/vinyl for a period of three (3) years from the date of completion. Labor for wood installations is warranted for thirty (30) days from the date of completion. This warranty covers workmanship only and excludes, without limitations, damage or defects resulting from misuse, improper maintenance, or environmental conditions. No warranty is provided for repairs.
*In the event of cancellation, a restocking fee plus 10% of the deposit will be retained.

10061 Lightner Ln
Jacksonville, FL, 32257-7610
(904) 510-6540
Office@mastersqualityfence.com
Mastersqualityfence.com

# Masters Quality Fence

## Estimate

**For:** Lourens (Vesta Property Services)
+1 (904) 536-6217

**Estimate No:** 2481
**Date:** 10/12/2026

| Description | Quantity | Rate | Amount |
|---|---|---|---|
| Backstop Fence<br>. Installation of roughly 250 linear feet of 8ft black vinyl coated chainlink selvage<br>8 gauge knuckle to knuckle selvage<br>New black wire ties and hog ring fasteners for bottom tension wire<br>New fittings including nuts and bolts, tension bands and tension bars<br><br>. Includes removal and haul off of all old wire selvage<br><br>. Installation will take 1-2 days to complete. 50% deposit required to order materials and schedule project. Remaining balance to be paid upon completion. | 1 | $5,400.00 | $5,400.00 |
| Commercial grade playground fence<br>. Installation of 345 linear feet of 4ft 2rail black aluminum<br>Commercial grade aluminum<br>Black powder coated, UV protected<br>2 1/2” posts<br>3/4” pickets<br>1 1/4” railing<br>All posts to be set in high strength concrete<br><br>. Includes one 4ft wide walk gate<br>Gate door equipped with heavy duty self closing hinges and lockable top pull latch<br><br>. Includes installation of existing gate door and gate hardware<br><br>. Includes take down and haul off of existing aluminum fence<br><br>. 50% deposit required to order materials and schedule project. Materials will take 3-4 weeks to be fabricated once order is placed. Installation will take 3 days to complete. | 1 | $14,750.00 | $14,750.00 |

| Description | Quantity | Rate | Amount |
|---|---|---|---|
| Industrial grade playground fence<br>. Installation of 345 linear feet of 4ft 2rail black aluminum<br>Industrial grade aluminum<br>Black powder coated, UV protected<br>2 1/2" posts<br>1" pickets<br>1 1/2x 1 5/8" railing<br>All posts to be set in high strength concrete<br><br>. Includes one 4ft wide walk gate<br>Gate door equipped with heavy duty self closing hinges and lockable top pull latch<br><br>. Includes installation of existing gate door and gate hardware<br><br>. Includes take down and haul off of existing aluminum fence<br><br>. 50% deposit required to order materials and schedule project. Materials will take 3-4 weeks to be fabricated once order is placed. Installation will take 3 days to complete. | 1 | $18,400.00 | $18,400.00 |
| Option to buy 3/4" pickets separately<br>. Individual 3/4" squared black aluminum pickets<br>Each priced at $11 | 1 | $11.00 | $11.00 |

| | |
|---|---|
| Subtotal | $38,561.00 |
| Total | $38,561.00 |

**Total** **$38,561.00**

Masters Quality Fence

Client's signature

# ESTIMATE

**Reynolds Fence & Outdoor Construction, LLC**
7543 Salisbury Rd
Jacksonville, FL 32256

joe@reynoldsfencefl.com,
office@reynoldsfencefl.com
+1 (904) 837-3141
reynoldsfencefl.com

**Bill to**
Lourens Erasmus
Heritage Landing CDD
370 Heritage Landing Parkway
St. Augustine, Florida 32092

Mobile number: (904) 536-6217

**Ship to**
Lourens Erasmus
Heritage Landing CDD
370 Heritage Landing Parkway
St. Augustine, Florida 32092

**Estimate details**
Estimate no.: 2246
Estimate date: 10/21/2026

| # | Date | Product or service | Description | Qty | Rate | Amount |
|---|---|---|---|---|---|---|
| 1. | | **Chain Link Fence** | Furnish & install 250 linear feet of 7ft high black vinyl coated chain link fabric on existing posts to include all new hardware & tension bands as well as new bottom tension wire | 1 | $4,300.00 | $4,300.00 |
| 2. | | **Chain Link Fence** | Optional<br>Furnish & install a middle & bottom railing including fittings for stability of the vinyl coated chain link mesh | 1 | $2,900.00 | $2,900.00 |

**Total** **$7,200.00**

## Note to customer

Vinyl coated chain link mesh replacement

**Accepted date** **Accepted by**

Lourens Erasmus

# Tab 6

**RESOLUTION 2027-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED GENERAL FUND BUDGET FOR FISCAL YEAR 2025/2026, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on August 14, 2025, the Board of Supervisors (**"Board"**) of Heritage Landing Community Development District ("**District**"), adopted Resolution 2025-07 providing for the adoption of the District's Fiscal Year 2025/2026 annual budget ("**Budget**"); and

**WHEREAS**, the District Manager, at the direction of the Board, has prepared an amended Budget, to reflect changes in the actual and anticipated appropriations of the Budget; and

**WHEREAS**, Chapters 189 and 190, *Florida Statutes*, and Section 3 of Resolution 2025-07 authorize the Board to amend the Budget at any time within Fiscal Year 2025/2026 or within sixty (60) days following the end of the Fiscal Year 2025/2026; and

**WHEREAS**, the Board finds that it is in the best interest of the District and its landowners to amend the Budget to reflect the actual appropriations; and

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

**1. BUDGET AMENDMENT.**

a. The Board has reviewed the District Manager's proposed amended Budget, copies of which are on file with the office of the District Manager and at the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

b. The amended Budget attached hereto as **Exhibit A** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of sections 190.008(2)(a) and 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, "**Adopted Annual Budget**") may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for Fiscal Year 2025/2026.

c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as "The Adopted Budget

for Heritage Landing Community Development District for the fiscal year ending September 30, 2026, as amended and adopted by the Board of Supervisors."

**2. APPROPRIATIONS.** There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025/2026, the sums set forth in **Exhibit A** to be raised by the levy of assessments, a funding agreement and/or otherwise. Such sums are deemed by the Board to be necessary to defray all expenditures of the District during said budget year, and are to be divided and appropriated in the amounts set forth in **Exhibit A**.

**3. CONFLICTS.** This Resolution is intended to amend, in part, Resolution 2025-07, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2025-07 that are not amended by this Resolution apply to the Adopted Annual Budget as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

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

**5. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 12 day of November, 2026.

**ATTEST:**

**HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

**Exhibit A**

Amended Fiscal Year 2025/2026 Budget

**Adopted Budget**

**Heritage Landing Community Development District**

General Fund

Fiscal Year 2025/2026

| Chart of Accounts Classification | Budget for 2025/2026 | Amended Budget for 2025/2026 |
|---|---|---|
| | | |
| **ASSESSMENT REVENUES** | | |
| ***Special Assessments*** | | |
| Tax Roll* | $ 1,403,732 | $ 1,403,732 |
| **Assessment Revenue Subtotal** | **$ 1,403,732** | **$ 1,403,732** |
| | | |
| **OTHER REVENUES** | | |
| ***Other Miscellaneous Revenues*** | | |
| Activity Fees | $ 32,000 | $ 32,000 |
| Room Rental - Camp Heritage | $ 9,000 | $ 9,000 |
| RV & Boat Storage Fees | $ 35,000 | $ 35,000 |
| Balance Forward from Prior Year | | $ 100,000 |
| **Other Revenue Subtotal** | **$ 76,000** | **$ 176,000** |
| | | |
| **TOTAL REVENUES** | **$ 1,479,732** | **$ 1,579,732** |
| | | |
| **EXPENDITURES - ADMINISTRATIVE** | | |
| | | |
| ***Legislative*** | | |
| Supervisor Fees | $ 13,000 | $ 13,000 |
| ***Financial & Administrative*** | | |
| Accounting Services | $ 21,000 | $ 21,000 |
| Administrative Services | $ 5,400 | $ 5,400 |
| Arbitrage Rebate Calculation | $ 500 | $ 500 |
| Assessment Roll | $ 5,000 | $ 5,000 |
| Auditing Services | $ 3,375 | $ 3,375 |
| Disclosure Report | $ 1,000 | $ 1,000 |
| District Engineer | $ 8,000 | $ 20,000 |
| District Management | $ 38,200 | $ 38,200 |
| Dues, Licenses & Fees | $ 175 | $ 175 |
| Financial & Revenue Collections | $ 5,000 | $ 5,000 |
| Legal Advertising | $ 1,500 | $ 1,500 |
| Miscellaneous Fees | $ 500 | $ 500 |
| Public Officials Liability Insurance | $ 5,800 | $ 5,800 |
| Trustees Fees | $ 5,000 | $ 5,000 |
| Website Maintenance, Remediation & Compliance | $ 3,700 | $ 3,700 |
| ***Legal Counsel*** | | |
| District Counsel | $ 15,000 | $ 15,000 |
| **Administrative Subtotal** | **$ 132,150** | **$ 144,150** |
| | | |
| **EXPENDITURES - FIELD OPERATIONS** | | |
| | | |
| ***Security Operations*** | | |
| Security Services | $ 5,574 | $ 5,574 |
| ***Electric Utility Services*** | | |
| Utility - Street Lights | $ 54,000 | $ 54,000 |
| Utility Services | $ 61,000 | $ 61,000 |
| ***Garbage/Solid Waste Control Services*** | | |
| Garbage - Recreation Facility | $ 3,500 | $ 3,500 |
| ***Water-Sewer Combination Services*** | | |
| Utility Services | $ 13,000 | $ 13,000 |
| ***Stormwater Control*** | | |
| Aquatic Maintenance | $ 11,767 | $ 11,767 |
| Fountain Service Repairs & Maintenance | $ 3,000 | $ 3,000 |
| ***Other Physical Environment*** | | |
| General Liability & Property Insurance | $ 50,000 | $ 50,000 |
| Holiday Lights | $ 10,000 | $ 10,000 |
| Irrigation Repairs | $ 40,000 | $ 40,000 |

**Adopted Budget**
**Heritage Landing Community Development District**
General Fund
Fiscal Year 2025/2026

| Chart of Accounts Classification | Budget for 2025/2026 | Amended Budget for 2025/2026 |
|---|---|---|
| Landscape Maintenance & Irrigation Contract | $ 264,804 | $ 264,804 |
| Landscape Replacement Plants, Shrubs, Trees | $ 20,000 | $ 20,000 |
| Tree Removal | $ 20,000 | $ 20,000 |
| ***Road & Street Facilities*** | | |
| Parking Lot Repair & Maintenance | $ 2,000 | $ 2,000 |
| ***Parks & Recreation*** | | |
| Amenity Management Contract | $ 565,377 | $ 565,377 |
| Athletic Field Maintenance & Repairs | $ 3,500 | $ 3,500 |
| Facility A/C & Heating Maintenance & Repair | $ 2,000 | $ 2,000 |
| Fitness Equipment Maintenance & Repairs | $ 3,000 | $ 3,000 |
| Janitorial Services | $ 10,000 | $ 10,000 |
| Lighting Replacement | $ 1,500 | $ 1,500 |
| Maintenance & Repair | $ 25,000 | $ 25,000 |
| Pest Control & Termite Bond | $ 2,835 | $ 2,835 |
| Pool Chemicals | $ 40,800 | $ 40,800 |
| Pool Permits | $ 925 | $ 925 |
| RV & Boat Storage Maintenance | $ 35,000 | $ 35,000 |
| Security & Fire Alarm Monitoring Service | $ 5,000 | $ 5,000 |
| Slide (Pool) Maintenance | $ 7,000 | $ 7,000 |
| Supplies & Equipment - Facility | $ 14,000 | $ 14,000 |
| Telephone, Internet, Cable | $ 4,500 | $ 4,500 |
| Tennis/Basketball Courts & Playground Maintenance & Repairs | $ 6,000 | $ 6,000 |
| ***Special Events*** | | |
| Special Events | $ 25,000 | $ 25,000 |
| ***Contingency*** | | |
| Capital Outlay | $ 25,000 | $ 40,000 |
| Miscellaneous Contingency | $ 12,500 | $ 85,500 |
| **Field Operations Subtotal** | **$ 1,347,582** | **$ 1,435,582** |
| **TOTAL EXPENDITURES** | **$ 1,479,732** | **$ 1,579,732** |
| **EXCESS OF REVENUES OVER EXPENDITURES** | **$ -** | **$ -** |

# Adopted Budget
## Heritage Landing Community Development District
Reserve Fund
Fiscal Year 2025/2026

| Chart of Accounts Classification | | Budget for 2025/2026 |
|---|---|---|
| | | |
| **ASSESSMENT REVENUES** | | |
| | | |
| ***Special Assessments*** | | |
| Tax Roll* | $ | 115,000 |
| | | |
| **TOTAL REVENUES** | **$** | **115,000** |
| | | |
| **EXPENDITURES** | | |
| | | |
| ***Parks & Recreation*** | | |
| Amenity/Pool Reserve | $ | 15,000 |
| ***Contingency*** | | |
| Capital Reserves | $ | 90,000 |
| Capital Youth Amenity Project | $ | 10,000 |
| | | |
| **TOTAL EXPENDITURES** | **$** | **115,000** |
| | | |
| **EXCESS OF REVENUES OVER EXPENDITUI** | **$** | **-** |
| | | |

# Tab 7

# Heritage Landing CDD Meeting

November 12, 2026, 1:00 p.m.

**Date of Report: November 4, 2026** **Todd Myhill, Operations Manager**

- **Concluded Event: Haunted House—No Board Action Required**
  - 935 residents came to the Haunted House October 30 and 31. This was the first time we held the event on Halloween. It was interesting to see that we had only 55 residents the first hour (families with small children prioritized trick-or-treating on Halloween) and 304 residents for the last two hours. Friday night was the busiest night with 575 visits over three hours. In 2025, we had 689 visits: in 2024, we had 535 visits; in 2023, we had 810 visits.
  - Halloween won't fall on a Saturday again until 2037. It will fall on Sunday next year, which may provide optimum attendance on 10/29 and 10/30.
  - We had a lot of fun over the two nights and residents were in very good spirits. More than half of all families made multiple trips through, so our walk-through total likely exceeded 2,000.
  - The event cost $2,394, or $2.56 per attendee.

- **Upcoming Event: Pictures with Santa—No Board Action Required**
  - December 4 and 5, from 5:30 to 8:30. 90 time slots per day with the last half hour open to families with pets. Still working on details and something new to add to refresh the experience.

- **Resident Thanksgiving Food Drive—Board Action Required**
  - Mirtha Barzaga would like to hold her annual food drive for Thanksgiving on November 14. The flyer for the event is attached to this report.

- **Replacement of Recumbent Bike—Board Action Required.**
  - In consideration of the possible replacement for a failing recumbent bike in the gym, the Board requested information regarding the costs associated with enabling the entertainment features available through the Matrix Endurance Touch touchscreen display, including any required subscriptions, licensing, equipment, or installation expenses.
  - There are no costs needed to use the touchscreen entertainment. Subscription services are available but entirely unnecessary to use the bike and included workout programs.
  - The only cost would be providing a power source for the recumbent bike (or a difficult rearrangement of gym equipment to use existing outlets, which might
  - An information page is included with this report along with a chart of bikes offered, prices and warranty information.

The Haunted House Build and Event













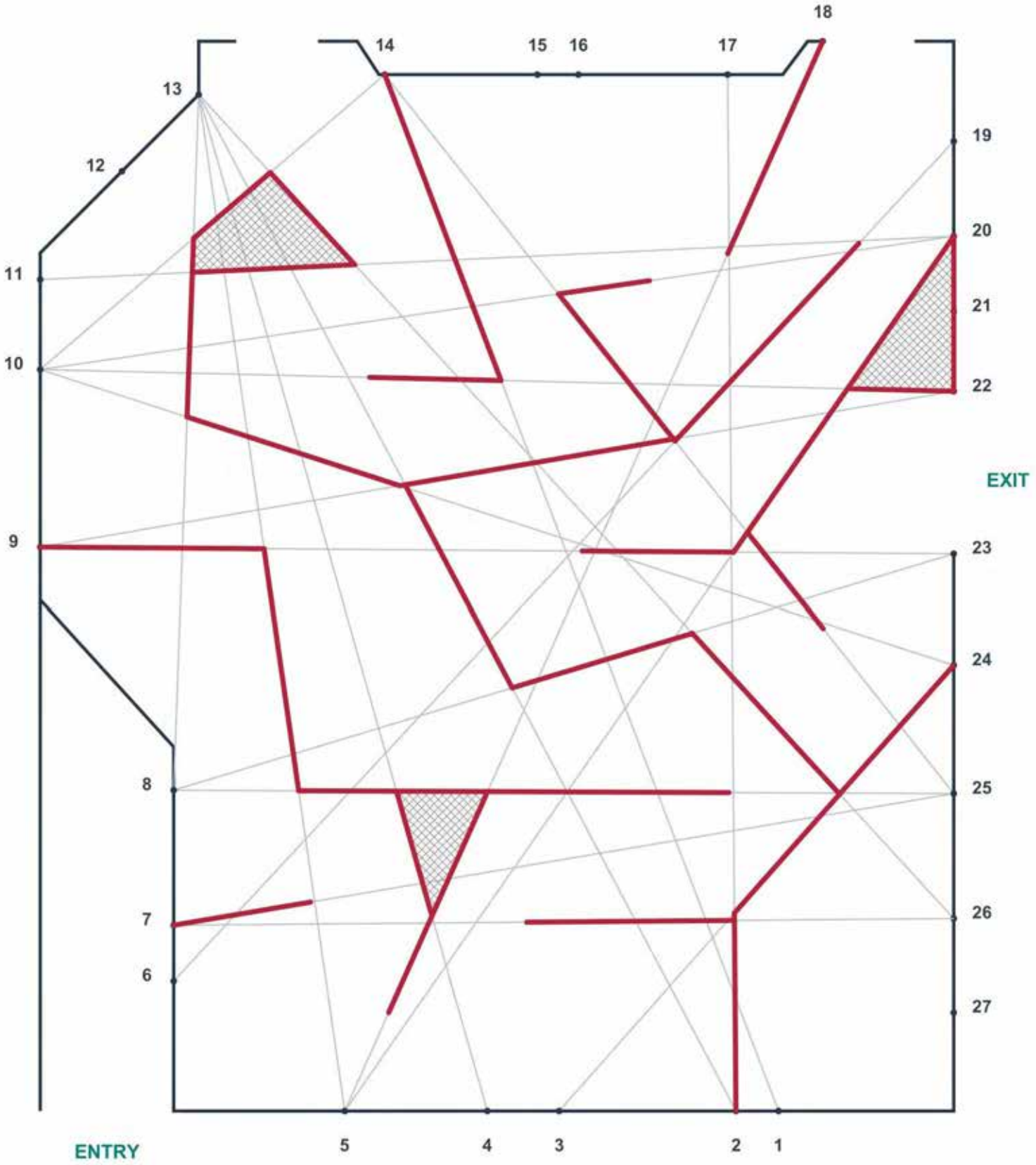








# The Haunted House Maze



Mirtha Barzaga's Annual

# Thanksgiving FOOD DRIVE







## 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**

Homeless Coalition
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.*

*Join us in helping those in need!*

***For more information contact Mirtha Barzaga 904-501-1830!***

# Matrix Endurance Touch

**Streaming Apps & Entertainment**
The Endurance Touch console features a 16" HD touchscreen with a variety of built-in entertainment applications.
Currently supported apps include:

- **Streaming & Entertainment:** Netflix, Pluto TV, YouTube, Spotify
- **News & Reading:** Kindle Reader, PressReader, Flipboard
- **Social Media:** Facebook, Instagram, X
- **Additional Apps:** MyFitnessPal, Weather, Games, and more

Residents can log into supported applications using their personal accounts. Any paid streaming subscriptions, such as Netflix, would be the responsibility of the individual resident rather than the District.

**Personalized User Experience (xID)**
Another nice feature of the Touch console is the ability for residents to create their own free xID account. This allows residents to log in, save their workouts, track their progress, and access their workout history each time they use compatible Matrix equipment.
This is completely optional. Residents can also select Guest and begin exercising without creating an account.

**Annual Subscriptions & Ongoing Costs**
There is no mandatory annual Matrix subscription required to operate the recumbent bike or access its standard workout programs and entertainment applications.
**The console includes several interactive workout experiences, including Sprint 8, Virtual Active, and other built-in programming.**
Optional services, such as iFIT, may have separate licensing or membership requirements, but they are not necessary for normal operation.
**Software updates are also available without an annual subscription fee.**

**Bluetooth Connectivity**
The Touch console supports Bluetooth headphones, allowing residents to enjoy their favorite entertainment without disturbing others. Residents can also connect compatible smartphones and heart-rate monitoring devices.

**Content Filtering & Guest Privacy**
The District has the ability to manage which applications are displayed on the console. For example, if there are certain entertainment or social media apps you'd prefer residents not access, those can generally be removed from the visible app menu.
Some system applications are locked and cannot be disabled.

As for guest privacy, once a workout ends and the console resets, users are automatically logged out of their personal accounts. This ensures that the next resident starts with a fresh session rather than having access to the previous user's information.

**Electrical Requirements**

The Touch console requires a continuous external power source.

# Fitness Equipment Replacement

| Vendor | Product | Price | |
|---|---|---|---|
| **Matrix** | Endurance Touch Recumbent Bike* | $ 5,151.25 | Full Commercial |
| | Endurance Premium LED Recumbent Bike | $ 3,207.50 | Full Commercial |
| | Endurance LED Recumbent Bike | $ 2,379.50 | Full Commercial |
| | Lifestyle LED Recumbent Bike | $ 2,272.50 | Light Commercial |
| **Commercial Fitness** | Lifestyle LED Recumbent Bike | $ 3,381.00 | Light Commercial |

**Heritage Landing CDD Meeting**
**November 12, 2026**
Field Operations Manager Report
Date of report: **11-2-2026**

**Camera Repair:**



Squirrels chewed off the wire, we were able to make repairs in house.

**Camera Switch Replacement:**




A new network switch was installed after a heavy lightning storm, troubleshooting and replacement was performed by staff.

**Soccer field Irrigation Well:**










While running the irrigation pump with the broken casing it will draw sand into our system. So much so that valves are getting damaged and heads so clogged that they couldn't be stepped down into the ground after the system shutdown. Zones stay on running through the night flooding areas including the courts.

**Movie Theater Removal:**





Staff started cutting up the old deck and removing planks. We will continue to perform this removal when there is time available.

**Pond Fountain Controller Box Post Replacement:**





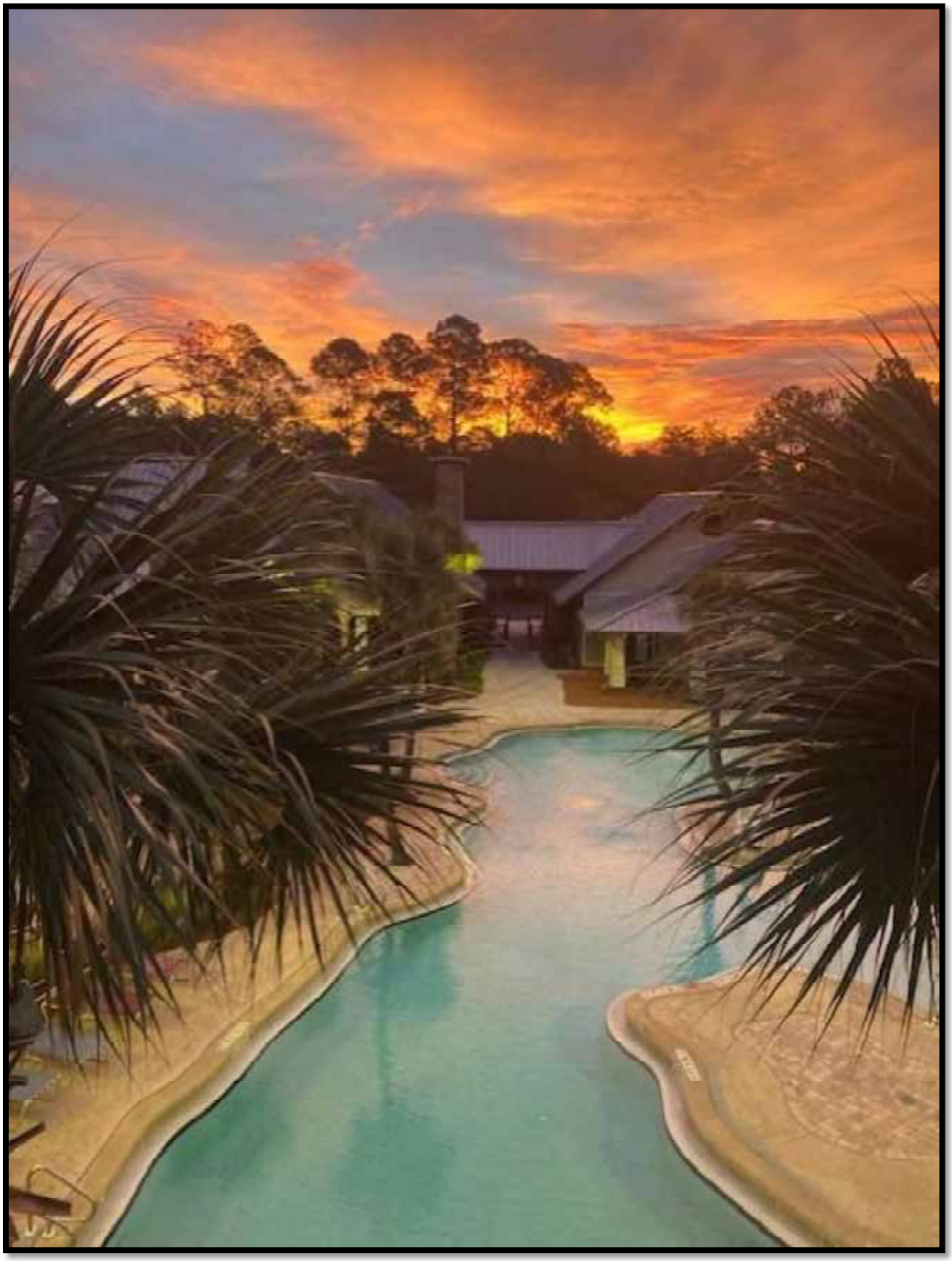
The 6x4 pressure treated wood broke off right at ground level. There were still 4 feet stuck in the ground that we dug around. The UTV and its winch were extremely helpful in pulling it free from the ground. We installed a new post and reattached the controller box.

**Dumpster Enclosure Cleanout:**




1 years' worth of debris cleaned out and dumped

**Beautifull Sunrise From Our Slide Tower**



**TIGRIS Aquatic Services LLC**
6869 Phillips Parkway Drive South
Jacksonville, Florida 32256
**Tel:** 904-997-0044

| Customer: Heritage Landing CDD | Work Order: 37215691 |
|---|---|
| 370 Heritage Landing Pkwy<br>St Augustine, Florida 32092<br>**Contact:** Vlada Trohin<br>**Phone:** 9044366270 | **Lake/Pond/Wetland/Terrestrial Treatment Service**<br>**Technician:** Mike Liddell<br>**Date of Service:** 10/19/26 |

**SITE NAME: "POND 1"**

**Comments:**
applied herbicide treatment for spatterdock.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Clear | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Spatterdock | Moderate |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| Clipper (Granular) | N/A |

## SITE IMAGES: "POND 1"




## SITE NAME: "POND 2"

**Comments:**
only minor grasses noticed, no invasive vegetation or algae noticed.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Torpedo Grass | Spotty |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 2"




## SITE NAME: "POND 3"

**Comments:**
treated pennywort and algae around pond.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Green | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Pennywort | Moderate |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| Clipper (Granular) | N/A |

## SITE IMAGES: "POND 3"




## SITE NAME: "POND 4"

**Comments:**
applied pond dye to change brownish water to blue. Will need to add more on next visit.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Murky | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Spatterdock | Moderate |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 4"




## SITE NAME: "POND 5"

**Comments:**
will treat spatterdock on next visit by boat. inspected outflow structure, no obstructions and flowing as designed.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Spatterdock | Spotty |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 5"




## SITE NAME: "POND 6"

**Comments:**
applied pond dye to help change color from brown to blue.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Murky | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Torpedo Grass | Spotty |

| Additional Services | Method of Application |
|---|---|
| Lake dye added | Gator/ATV |

| Product Used | EPA # |
|---|---|
| EasyPro Concentrated Blue Dye | N/A |

## SITE IMAGES: "POND 6"




## SITE NAME: "POND 7"

**Comments:**
will treat pond on next visit with boat. inspected outflow structure, flowing as needed with no obstructions.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Clear | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Algae<br>Spatterdock | Spotty<br>Spotty |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 7"




## SITE NAME: "POND 8"

**Comments:**
torpedo grass is decaying from previous treatment, will treat new growth as needed.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Torpedo Grass | Spotty |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 8"




## SITE NAME: "POND 9"

**Comments:**
applied algaecide and pond dye to help control the growth of algae. wind was blowing to strong to treat perimeter vegetation today. Will treat on next visit.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Green | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Planktonic Algae | Moderate |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| EarthTec Algaecide/Bactericide | 64962-1 |
| EasyPro Concentrated Blue Dye | N/A |

## SITE IMAGES: "POND 9"




## SITE NAME: "POND 10"

**Comments:**
most of the torpedo grass is decaying from previous treatment. will treat new growth as needed.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Primary Spillway |
|---|
| No Blockages |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Torpedo Grass | Spotty |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 10"




## SITE NAME: "POND 11"

**Comments:**
treatment was effective for torpedo grass, will treat new growth on next visit.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Torpedo Grass | Moderate |

| Method of Application |
|---|
| Gator/ATV |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 11"




## SITE NAME: "POND 12"

**Comments:**
only minor vegetation noticed around pond, no algae noticed.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Good | Clear | Present: No recent changes |

| Aquatic Vegetation Identified | Extent of Aquatic Vegetation |
|---|---|
| Shoreline/Terrestrial Weeds | Sparse |

| Product Used | EPA # |
|---|---|
| N/A | N/A |

## SITE IMAGES: "POND 12"




## SITE NAME: "POND 13"

**Comments:**
applied pond dye to change color of water, this will also help control any algae blooms.

| Water Level | Aesthetic Appearance | Water Appearance | Erosion / Sedimentation |
|---|---|---|---|
| Full Pool | Fair | Murky | Present: No recent changes |

| Additional Services |
|---|
| Lake dye added |

| Product Used | EPA # |
|---|---|
| EasyPro Concentrated Blue Dye | N/A |

SITE IMAGES: "POND 13"




*Thank you for your business!*

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