

VILLAGES OF WESTPORT
Community Development District

FEBRUARY 26, 2024

AGENDA

Villages of Westport Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.villagesofwestportcdd.com

February 19, 2024

Board of Supervisors
Villages of Westport Community Development District

Dear Board Members:

The Villages of Westport Community Development District Meeting is scheduled for **Monday, February 26, 2024 at 5:30 p.m.** at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida 32218.

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comments (*regarding agenda items below*)
- III. Organizational Matters
 - A. Appointment of New Supervisor(s) to Fill Vacant Seat (3 & 4)
 - B. Oath of Office for Newly Appointed Supervisor(s)
 - C. Election of Officers, Resolution 2024-04
- IV. Discussion Regarding Annual Ethics Training & Annual Form 1 Filing
- V. Staff Reports
 - A. Manager
 - B. Attorney
 - C. Operation Manager - Report

- VI. Discussion of Field Management, Facility Maintenance, Pool Maintenance and Janitorial Services
- VII. Discussion of Short-Term Financing Options to Fund Operating Cost
- VIII. Discussion of Fiscal Year 2025 Draft Budget
- IX. Consideration of Resolution 2024-05, Approving LGI Acquisition
- X. Discussion Regarding Boot Camp in the Park Request
- XI. Review of Mulch Proposals
- XII. Supervisor's Request
- XIII. Public Comments
- XIV. Approval of Consent Agenda
 - A. Approval of the Minutes of the October 23, 2023 Meeting
 - B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending January 31, 2024
 - C. Assessment Receipt Schedule
 - D. Approval of Check Register
 - 1. 10/01/2023 – 12/31/2023
 - 2. 01/01/2024 – 01/31/2024
- XV. Next Scheduled Meeting – 04/22/24 @ 5:30 p.m. @ Highlands Regional Library
- XVI. Adjournment

THIRD ORDER OF BUSINESS

A.

From: Carl Hawkins Carl_Hawkins77@proton.me
Subject: Villages of Westport Community Development District Board of Supervisors Vacancy
Date: January 2, 2024 at 12:32 PM
To: ssweeting@gmsnf.com



I am putting my name in the hat for the vacancy on the board here is my resume:

I have lived in the community since 2018, been a block captain since then as well. I have a great working relationship with members on both the CDD and the HOA board. Volunteered to get things rolling with the new ARB process and guidelines. Currently part of the ARB approval process board.

Military veteran, retired after 22 years, with most of my time being spent here in Jacksonville, so I am familiar with the area. I am an ordained minister and currently working to be endorsed as a Community Services Chaplain through my local church, to be able to help with community outreach.

I have worked as a mentor for the Florida Youth Challenge Academy, even mentoring a teenager within our community in the program.

My current job is working for Southeastern Grocers in the ecommerce department, so my job directly helps Winn-Dixie and Harveys grocery stores work and relate within the community.

Let me know if there is anything else you would like to know. Happy New Years.

Regards,

Carl Hawkins
Sent with [Proton Mail](#) secure email.

SHARON LONIX

BOARD SEAT

PROFESSIONAL SUMMARY

Versatile Team Lead with a proven track record at The Doula Network, adept in schedule management and performance monitoring. Excelled in mentoring and driving staff towards excellence, bolstered by a compassionate approach from previous paraprofessional experience. Expertise includes regulatory compliance and fostering team strengths.

EXPERIENCE

Team Lead

August 2022 - Present | The Doula Network, Jacksonville, Florida

- Supervised the daily work of staff to ensure work prioritization and quality.
- Mentored and coached team members to ensure successful performance.
- Delegated tasks to team members according to project requirements and employee strengths.

Doula

June 2018 - Present | Haven Of Rest Doula Services, Jacksonville, Florida

- Assisted clients in making informed decisions regarding childbirth options.
- Offered comprehensive resources for parents in the areas of nutrition, sleep training, safety precautions, infant development milestones.
- Assisted mothers in breastfeeding initiation, latch technique, positioning and troubleshooting common issues related to nursing.

Paraprofessional

January 2010 - June 2017 | Duval count public schools, Jacksonville, Florida

- Demonstrated patience, compassion, and empathy in various situations.
- Developed and maintained positive relationships with students, promoting positive attitude toward learning.

CONTACT

-  (904) 994-3244
-  sharonlonix@gmail.com
-  Jacksonville, Florida 32218

SKILLS

- Schedule Management
- Performance Monitoring
- Production Monitoring
- Regulatory Compliance

- Provided positive and nurturing support while attending to students' physical, personal, and emotional needs.



Randall Merideth

(240) 330-5231 rtmerideth@yahoo.com 7058 Sandle Dr., Jacksonville, FL 32219

Profile

I am retired with over 30 years of federal government service. I have education and professional experience in organizational management, and I am proficient at process improvement and statistical analysis. I have owned a home and lived in the Villages of Westport since June 2019. I regularly attend all HOA and CDD meetings, and served as an interim-Board Member on the CDD Board from the summer of 2022 through the election in November 2022. On the HOA side, I am a member of the Document Review Committee.

Professional Experience

FOREIGN SERVICE OFFICER, U.S. DEPARTMENT OF STATE, WORLDWIDE – MAY 2000 TO APRIL 2019

Through my career with State, I managed progressively larger and more complex operations. I joined the Foreign Service to travel the world, working on the front lines of diplomacy. I led teams in the Ivory Coast, South Africa, Afghanistan, Germany, Gabon, and in several domestic positions in Minneapolis and Washington, DC.

RECRUITER/PUBLIC AFFAIRS SPECIALIST, PEACE CORPS, MINNEAPOLIS – 1992 TO 1999

I worked six months as a recruiter before being promoted to run public affairs for the Minneapolis Regional Peace Corps office, covering MN, ND, SD, IA, and WI. I coordinated all advertisement, outreach, and media relations supporting volunteer recruitment in the region.

PEACE CORPS VOLUNTEER, PEACE CORPS, GABON – 1987 TO 1991

As an aquaculture extension agent, I promoted rural earthen-pond tilapia production and integrated agriculture.

Education

- George Washington University, Washington, DC – MA in Organizational Management, 2008
- Gustavus Adolphus College, St. Peter, MN – BA in Biology, 1987

Skills

I have been a beekeeper for 4 years and an amateur brewer (beer & mead) for over 30 years. I am fluent in English and French, conversational in German, and can get by (rusty, but can still read and follow a conversation) in Dari and Fang. My hobbies include beekeeping, brewing, cooking, food preservation, gardening, welding, and voice-over narration. I am an active member of the Cowford Ale Sharing Klub (CASK) and the Jacksonville Beekeepers Association (JaxBees).

C.

RESOLUTION 2024-04

**A RESOLUTION DESIGNATING OFFICERS OF THE
VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Villages of Westport Community Development District at a regular business meeting held on February 26, 2024 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
<u>Howard McGaffney</u>	Secretary
<u>Patti Powers</u>	Treasurer
<u>Howard McGaffney</u>	Assistant Treasurer
<u>James Oliver</u>	Assistant Treasurer
<u>Darrin Mossing</u>	Assistant Treasurer
<u>Daniel Laughlin</u>	Assistant Secretary
<u>James Oliver</u>	Assistant Secretary
<u>Darrin Mossing</u>	Assistant Secretary
<u>Rich Hans</u>	Assistant Secretary
<u>Marilee Giles</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 26TH DAY OF FEBRUARY, 2024.

Chairman / Vice Chairman

Secretary / Assistant Secretary

FIFTH ORDER OF BUSINESS

C.

Villages of Westport

Field Operations Report

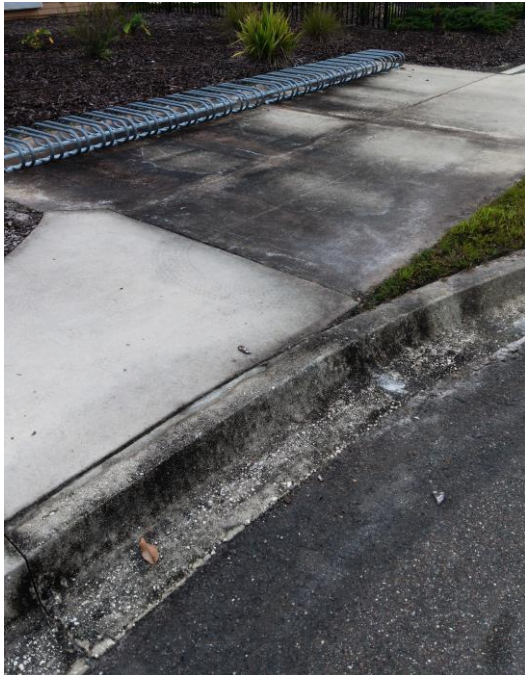
Date of report: *January 15th, 2024*

Submitted by: *Tim Harden*

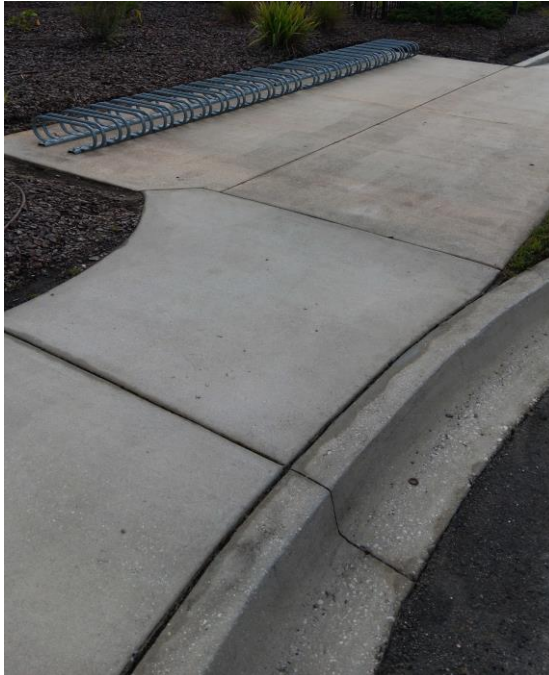
Maintenance projects completed:

1. Staff pressure washed the amenity center sidewalks and curbing.

Before



After



2. Staff removed a dead tree that had fallen across the sidewalk along Braddock Rd.

Before



After



3. Staff hired All Weather Contractors come out and dig up the sinkhole that was repaired last summer since it was starting to cave in again. There was another joint that failed about six feet down the pipe from where the last repair was made. Two pieces of piping were joined together by zip ties. The contractor formed up and poured a concrete flange around the joint to give it a water-tight seal going forward.



4. Staff replaced a broken landscape light fixture at the entrance to Keniston.

Before



After



Estimates for resurfacing the pool

There are several spots around the returns in the pool where the surface has degraded. We have solicited bids from several pool contractors for resurfacing the pool. The consensus is that the damage is too extensive to be repaired. Although the District does not have the funds to undertake this project in the current year, we need to begin planning for this to be done in the near future. Resurfacing the pool is probably one of the largest expenses that a CDD will incur. The proposals collected are as follows:

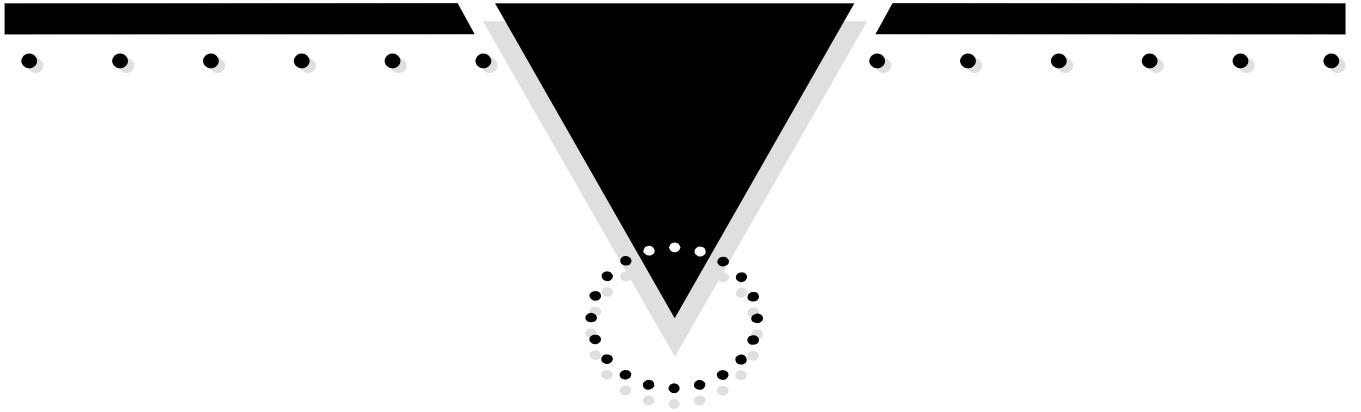
Oak Wells Aquatics	\$68,639
Epic Pools	\$148,500
Crystal Clean Repairs	\$136,584
Tempool	\$250,000

Current Year Budget Restraints

As we are all aware the District is facing some very real financial constraints. As a result, we will have to operate on a shoestring budget for the remainder of the year. We will only be able to make repairs that are of an emergency nature until more funding is available.

If you have any comments or questions, feel free to contact me at tharden@vestapropertyservices.com.

EIGHTH ORDER OF BUSINESS



Villages of Westport Community Development District

**Proposed Budget
FY 2025**



Table of Contents

1-4	<u>General Fund</u>
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5-12	<u>General Fund Narrative</u>
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13-15	<u>Special Assessment Bonds Series 2005A</u>
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**Villages of Westport Community Development District
General Fund Budget**

Description	Adopted Budget FY 2024	Actual Thru 01/31/24	Projected Next 9 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
Revenues					
Maintenance Assessments - Tax Roll	\$ 234,837	\$ 230,504	\$ 4,333	\$ 234,837	\$ 345,292
Maintenance Assessments - Direct	\$ 98,718	\$ -	\$ 98,718	\$ 98,718	\$ 145,150
Interest Income	\$ -	\$ 14	\$ 28	\$ 42	\$ 25
Interest Income - SBA	\$ -	\$ 101	\$ 202	\$ 303	\$ 225
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 333,555	\$ 230,619	\$ 103,281	\$ 333,900	\$ 490,692

Expenditure

Administrative

Supervisor Fees	\$ 4,800	\$ 600	\$ 2,400	\$ 3,000	\$ 4,800
Engineering	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Assessment Roll	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Dissemination	\$ 5,000	\$ 600	\$ 2,000	\$ 2,600	\$ 3,000
Amortization Schedule	\$ 250	\$ -	\$ 250	\$ 250	\$ -
Attorney	\$ 15,000	\$ 3,233	\$ 8,621	\$ 11,854	\$ 17,500
Annual Audit	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Trustee Fees	\$ 3,720	\$ 3,717	\$ 3	\$ 3,720	\$ 3,720
Management Fees	\$ 27,500	\$ 6,493	\$ 25,970	\$ 32,463	\$ 40,903
Information Technology	\$ -	\$ 300	\$ 1,200	\$ 1,500	\$ 1,800
Website	\$ 2,520	\$ 700	\$ 800	\$ 1,500	\$ 1,200
Telephone	\$ -	\$ 93	\$ 744	\$ 837	\$ 1,250
Postage	\$ 250	\$ 14	\$ 64	\$ 78	\$ 250
Printing & Binding	\$ -	\$ 14	\$ 72	\$ 86	\$ 150
Insurance-Liability	\$ 4,700	\$ 4,358	\$ -	\$ 4,358	\$ 5,000
Insurance-Public Official	\$ 3,863	\$ 3,581	\$ -	\$ 3,581	\$ 4,000
Legal Advertising	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Other Current Charges	\$ 1,000	\$ 100	\$ 400	\$ 500	\$ 1,000
Office Supplies	\$ -	\$ 14	\$ 42	\$ 56	\$ 100
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 81,278	\$ 23,992	\$ 55,066	\$ 79,058	\$ 102,348

Field Operations

Common Area:

Field Services	\$ 19,200	\$ 6,400	\$ 12,800	\$ 19,200	\$ 19,200
Landscape Maintenance	\$ 54,000	\$ 17,741	\$ 35,480	\$ 53,221	\$ 54,517
Irrigation Repairs - Field	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Lake Maintenance	\$ 14,000	\$ 4,609	\$ 9,216	\$ 13,825	\$ 14,516
Repairs and Maintenance - Field	\$ 5,000	\$ 2,042	\$ 4,084	\$ 6,126	\$ 7,000
Contingency	\$ 8,000	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Total Common Area	\$ 102,700	\$ 30,792	\$ 72,080	\$ 102,872	\$ 105,733

**Villages of Westport Community Development District
General Fund Budget**

Description	Adopted Budget FY 2024	Actual Thru 01/31/24	Projected Next 9 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
<u>Amenity Center</u>					
Facility/Pool Attendants	\$ -	\$ -	\$ 29,400	\$ 29,400	\$ 29,400
Janitorial	\$ 11,000	\$ 2,730	\$ 7,280	\$ 10,010	\$ 10,920
Pool Maintenance	\$ 18,000	\$ 3,625	\$ 9,664	\$ 13,289	\$ 18,000
Pool Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Permits	\$ -	\$ -	\$ -	\$ -	\$ 400
Utilities - Water/Electric	\$ 45,000	\$ 9,326	\$ 18,652	\$ 27,978	\$ 45,000
Trash	\$ -	\$ 179	\$ -	\$ 179	\$ 200
Pest Control	\$ 500	\$ 131	\$ 352	\$ 483	\$ 550
Irrigation Repair	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
Insurance - Property	\$ 7,230	\$ 6,571	\$ -	\$ 6,571	\$ 7,885
Telephone	\$ 1,500	\$ 247	\$ 984	\$ 1,231	\$ 1,500
Access Control	\$ 1,700	\$ 98	\$ 294	\$ 392	\$ 1,700
Community Events	\$ -	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ 40,000	\$ -	\$ -	\$ -	\$ 15,000
Security Camera System/Monitoring	\$ 6,120	\$ 1,680	\$ 4,480	\$ 6,160	\$ 7,056
Facilities Maintenance - Contracted	\$ 10,127	\$ 3,631	\$ 7,261	\$ 10,892	\$ 12,000
Repairs and Maintenance - Amenity	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Dues & Licenses	\$ 400	\$ -	\$ -	\$ -	\$ -
Total Amenity	\$ 149,577	\$ 28,218	\$ 86,367	\$ 114,585	\$ 157,611
<u>Other</u>					
Capital Reserve	\$ -	\$ -	\$ 19,563	\$ 19,563	\$ 25,000
First Quarter Operating Capital	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total Other	\$ -	\$ -	\$ 19,563	\$ 19,563	\$ 125,000
Total Maintenance	\$ 252,277	\$ 59,010	\$ 178,010	\$ 237,020	\$ 388,344
Total Expenditures	\$ 333,555	\$ 83,002	\$ 233,077	\$ 316,078	\$ 490,692
Excess Revenues (Expenditures)	\$ -	\$ 147,617	-\$ 129,796	\$ 17,822	-\$ 0

	<u>FY24</u>	<u>FY25</u>	<u>Variance</u>
Net Assessments	\$ 333,555	\$ 490,442	\$ 156,887
Collection Fees (7.5%)	\$ 27,045	\$ 39,766	\$ 12,721
Gross Assessments	<u>\$ 360,600</u>	<u>\$ 530,208</u>	<u>\$ 169,608</u>
No of Assessable Units	767	767	-
Net Assessment Per Unit	\$ 435	\$ 639	\$ 205
Gross Assessment Per Unit (Includes 7.5% Collection Cost)	\$ 470	\$ 691	\$ 221
Tax Roll Units	540		
Direct Units	<u>227</u>		
Total	767		

Villages of Westport Community Development District

Debt Service Fund Budget Series 2005A Bonds

Description	Adopted Budget FY 2024	Actual Thru 01/31/24	Projected Next 9 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
Revenues					
Assessments - Tax Roll	\$ 551,111	\$ 538,529	\$ 12,582	\$ 551,111	\$ 551,111
Assessments - Direct	\$ 242,411	\$ -	\$ 242,411	\$ 242,411	\$ 242,412
Interest Income	\$ -	\$ 7,521	\$ 15,042	\$ 22,563	\$ 20,000
Transfer In	\$ -	\$ 2,125	\$ -	\$ 2,125	\$ -
Carry Forward Surplus	\$ -	\$ 412,645	\$ -	\$ 412,645	\$ 428,979
Total Revenues	\$ 793,522	\$ 960,820	\$ 270,035	\$ 1,230,855	\$ 1,242,502
Expenditure					
Interest - 11/1	\$ 195,938	\$ 195,938	\$ -	\$ 195,938	\$ 184,253
Principal - 5/1	\$ 410,000	\$ -	\$ 410,000	\$ 410,000	\$ 435,000
Interest - 5/1	\$ 195,938	\$ -	\$ 195,938	\$ 195,938	\$ 184,253
Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 801,876	\$ 195,938	\$ 605,938	\$ 801,876	\$ 803,505
Excess Revenues	-\$ 8,354	\$ 764,882	-\$ 335,903	\$ 428,979	\$ 438,997

Beginning Fund Balance	\$ 903,303	Interest - 11/1	\$ 171,855
Less: Debt Service Reserve	\$ (490,658)		
Carry Forward Surplus	<u>\$ 412,645</u>		

Tax Collector

Product Type	Units	Debt	Gross Total	Net Total
Single Family	1	\$ -	\$ -	\$ -
Single Family	45	\$ 577	\$ 25,963	\$ 24,016
Single Family	1	\$ 673	\$ 673	\$ 623
Single Family	493	\$ 1,154	\$ 569,159	\$ 526,472
Total Units	540		\$ 595,795	\$ 551,111

Direct

Product Type	Units	Debt	Gross Total	Net Total
Single Family	227	\$ 1,154.48	\$ 262,066.96	\$ 242,411.94

**Villages of Westport Community Development District
Series 2005A, Special Assessment Bonds
(Term due 5/1/35)**

Amortization Schedule

Date	Balance	Coupon	Principal	Interest	Annual
11/1/23	\$ 6,875,000	5.700%		\$ 195,938	\$ -
5/1/24	\$ 6,875,000	5.700%	\$ 410,000	\$ 195,938	\$ 801,875
11/1/24	\$ 6,465,000	5.700%		\$ 184,253	\$ -
5/1/25	\$ 6,465,000	5.700%	\$ 435,000	\$ 184,253	\$ 803,505
11/1/25	\$ 6,030,000	5.700%		\$ 171,855	\$ -
5/1/26	\$ 6,030,000	5.700%	\$ 460,000	\$ 171,855	\$ 803,710
11/1/26	\$ 5,570,000	5.700%		\$ 158,745	\$ -
5/1/27	\$ 5,570,000	5.700%	\$ 490,000	\$ 158,745	\$ 807,490
11/1/27	\$ 5,080,000	5.700%		\$ 144,780	\$ -
5/1/28	\$ 5,080,000	5.700%	\$ 515,000	\$ 144,780	\$ 804,560
11/1/28	\$ 4,565,000	5.700%		\$ 130,103	\$ -
5/1/29	\$ 4,565,000	5.700%	\$ 545,000	\$ 130,103	\$ 805,205
11/1/29	\$ 4,020,000	5.700%		\$ 114,570	\$ -
5/1/30	\$ 4,020,000	5.700%	\$ 580,000	\$ 114,570	\$ 809,140
11/1/30	\$ 3,440,000	5.700%		\$ 98,040	\$ -
5/1/31	\$ 3,440,000	5.700%	\$ 610,000	\$ 98,040	\$ 806,080
11/1/31	\$ 2,830,000	5.700%		\$ 80,655	\$ -
5/1/32	\$ 2,830,000	5.700%	\$ 650,000	\$ 80,655	\$ 811,310
11/1/32	\$ 2,180,000	5.700%		\$ 62,130	\$ -
5/1/33	\$ 2,180,000	5.700%	\$ 685,000	\$ 62,130	\$ 809,260
11/1/33	\$ 1,495,000	5.700%		\$ 42,608	\$ -
5/1/34	\$ 1,495,000	5.700%	\$ 725,000	\$ 42,608	\$ 810,215
11/1/34	\$ 770,000	5.700%		\$ 21,945	\$ -
5/1/35	\$ 770,000	5.700%	\$ 770,000	\$ 21,945	\$ 813,890
11/1/35	\$ -	5.700%			\$ -
Totals			\$ 6,875,000	\$ 2,811,240	\$ 9,686,240

NINTH ORDER OF BUSINESS

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT APPROVING INFRASTRUCTURE ACQUISITION AND REQUISITION SUBJECT TO SATISFACTION OF REQUIREMENTS, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Villages of Westport Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Duval County, Florida; and

WHEREAS, the District previously issued its Capital Improvement Revenue Bonds, Series 2005A-1, Series 2005A-2, and Series 2005A-3 (together, the “**Series 2005A Bonds**”) for the purpose of, among other things, financing a portion of the costs of completing the project described in the Villages of Westport Improvement Plan, dated January 13, 2005, as supplemented by the Supplemental Engineer’s Report No. 1 Summary for the 2005 Project, dated January 2005 (the improvements described therein being the “**Series 2005A Project**”); and

WHEREAS, in connection with the issuance of the Series 2005A Bonds, the District and Westport Villages, Inc. (“**Developer**”), entered into that certain Agreement by and between the *Villages of Westport Community Development District and Westport Villages, Inc., Regarding the Acquisition of Certain Work Product and Infrastructure*, dated February 1, 2005 (“**Acquisition Agreement**”), providing for the District’s acquisition of certain eligible public infrastructure improvements, work product, and real property, and payment from available bond proceeds; and

WHEREAS, on May 15, 2008, the District’s Board of Supervisors (“**Board**”) adopted Resolution No. 2008-04, which declared the Series 2005A Project complete; provided that the Developer reserved its right to certain deferred costs in connection therewith; and

WHEREAS, subsequently, CC Westport, LLC, successor in interest to the Developer, assigned its rights to deferred costs to LGI Homes Florida, LLC (“**LGI**”); and

WHEREAS, LGI has completed certain infrastructure improvements it wishes to convey to the District in exchange for a payment from the Deferred Cost Subaccount(s), as specified in the applicable Indenture (hereinafter defined) executed in conjunction with the Series 2005A Bonds; and

WHEREAS, the Board now wishes to authorize such acquisition and preparation of a requisition for such payment, subject to issuance of all necessary approvals from District staff and LGI’s fulfillment of all requirements of applicable law and documents associated with the Series 2005A Bonds, including but not necessarily limited to the requirements set forth in the Acquisition Agreement and in the Master Trust Indenture, dated February 1, 2005, as supplemented by the First Supplemental Trust Indenture, dated February 1, 2005 (“**Indenture**”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. ACQUISITION OF IMPROVEMENTS AND WORK PRODUCT. The Board hereby approves and authorizes an acquisition of the improvements and work product identified at **Composite Exhibit A** (the “**Improvements and Work Product**”) and approves in substantial form the acquisition documents identified at **Composite Exhibit A**, contingent upon LGI’s fulfillment of all

requirements of applicable law and documents associated with the Series 2005A Bonds, and issuance of all necessary approvals from District staff. Upon fulfillment of such requirements, the District Manager is hereby authorized to execute such documents as are necessary to effect the acquisition.

SECTION 2. REQUISITION. The Board hereby approves and authorizes staff to prepare a requisition in substantially the form set forth at **Exhibit B**, in the amount of the lesser of (a) the actual cost of constructing and/or completing the Improvements and Work Product, or (b) the amount of eligible funds remaining in the Deferred Cost Subaccount(s) of the Acquisition and Construction Account(s) of the Series 2005A Bonds, contingent upon LGI's fulfillment of all requirements of applicable law and documents associated with the Series 2005A Bonds, and issuance of all necessary approvals from District staff. Upon fulfillment of such requirements, the District Manager is hereby authorized to execute such requisition and transmit the same to the Trustee for payment.

SECTION 3. SEVERABILITY. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 26th day of February 2024.

ATTEST:

**VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson, Board of Supervisors

Composite Exhibit A: Form of Acquisition Documents

Exhibit B: Form of Requisition

Composite Exhibit A

February____, 2024

Villages of Westport Community Development District
c/o Howard McGaffney
475 West Town Place, Suite 114
World Golf Village
St. Augustine, Florida 32092

Re: Letter Agreement for Acquisition of Villages of Westport Phase 4
Roadway and Utility Improvements

Dear Mr. McGaffney,

Pursuant to the *Agreement between the Villages of Westport Community Development District and Westport Villages, Inc., regarding the Acquisition of Certain work Product and Infrastructure*, dated February 1, 2005 ("**Acquisition Agreement**"), and the *Assignment of Rights to Deferred Costs* by which CC Westport, LLC, successor in interest to Westport Villages, Inc., assigned its rights to any deferred costs to LGI Homes – Florida, LLC ("**Developer**"), you are hereby notified that the Developer has completed and wishes to convey to the Villages of Westport Community Development District ("**District**") certain "**Improvements**" as described in **Exhibit A** attached hereto. Subject to the terms of the Acquisition Agreement, the following terms govern the proposed conveyance:

- As consideration for the Sale, and subject to the terms of the Acquisition Agreement, the District agrees to pay from available bond proceeds the amount remaining in the Deferred Costs Sub-Account of the Acquisition and Construction Fund of the District's 2005A Bonds, up to the amount of **\$517,762.13**, which is the amount Developer has expended to construct the Improvements. Subject to the terms of the Acquisition Agreement, this amount will be processed by requisition and paid to Developer upon availability of bond proceeds, and in no event shall exceed the amount of available bond proceeds.
- Notwithstanding anything to the contrary herein, to the extent any amounts for balance to finish and retainage are owed to contractors, Developer agrees to timely make payment for all remaining amounts owed under the Contract, to ensure that no liens are placed on the Improvements, and to indemnify and defend the District from any claims for unpaid amounts owed to the Contractor at the time of this conveyance.
- The Developer agrees, at the direction of the District, to assist with the transfer of any permits or similar approvals, as well as other work product, necessary for the operation of the Improvements.

If the District is in agreement with the terms stated herein, please execute this letter agreement in the space below and proceed with the necessary steps to effect the conveyance.

Agreed to by:
**VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT**

Sincerely,
LGI HOMES – FLORIDA, LLC

Name: Howard McGaffney
Title: District Manager

Name: _____
Title: _____

EXHIBIT A

Description of Villages of Westport Phase 4 Roadway and Utility Improvements

All of the infrastructure, described below, as depicted on the Plat titled "Westport Landing Phase One," recorded at Book 81, Pages 41, et seq., of the Official Records of Duval County, Florida:

Roadways - All roads, pavement, curbing, gutter, sidewalk, landscape, hardscape, and other physical improvements within the right-of-way identified as "Braddock Parkway."

Drainage/Surface Water Management – All drainage and surface water management systems, including but not limited to sod, surface water control structures, pipes, manholes, inlets, pipes, mitered end sections, headwalls and other water conveyance structures, as well as all catch-basins and related stormwater facilities related to the Right of Way known as "Braddock Parkway."

Wastewater/Potable Water Utility – All wastewater, potable water, and reclaimed water lines, including but not limited to all pipes, structures, fittings, valves, services, tees, laterals to the point of connection, manholes, facilities, equipment and appurtenances thereto related to the Right of Way known as "Braddock Parkway."

Improvement	Total Reimbursable Amount
Braddock Parkway Improvements	\$278,849.40
Braddock Parkway Storm	\$172,441.63
Braddock Parkway Water	\$66,471.50
TOTAL:	\$517,762.13

CORPORATE DECLARATION REGARDING COSTS PAID
[VILLAGES OF WESTPORT PHASE 4 ROADWAY AND UTILITY IMPROVEMENTS]

LGI HOMES – FLORIDA, LLC, a Florida limited-liability corporation ("**Developer**"), does hereby certify to the Villages of Westport Community Development District ("**District**"), a special purpose unit of local government established pursuant to Chapter 190, *Florida Statutes*:

1. Developer is the developer of certain lands within District.
2. The District's *Supplemental Engineers Report No. 1 Summary for 2005 Project*, dated January 2005 ("**Engineer's Report**") describes certain public infrastructure improvements that the District intends to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, or maintain pursuant to Chapter 190, *Florida Statutes*.
3. Developer has expended funds to develop and/or acquire certain of the public infrastructure improvements described in the Engineer's Report and more specifically described in **Exhibit A**. The attached **Exhibit A** accurately identifies certain of those improvements that have been completed to date and states the amounts that Developer has spent on those improvements.
4. Except for the balance to finish and/or retainage set forth in **Exhibit A**, no money is owed to any contractors or subcontractors for any work performed on the completed improvements. Developer agrees to timely make payment for all remaining amounts owed under the Contract, to ensure that no liens are placed on the Improvements, and to indemnify and defend the District from any claims for unpaid amounts owed to the Contractor at the time of this conveyance.
5. The Developer has on file and agrees to produce upon request all records relating to the costs and payments for the improvements identified herein.
6. The Developer acknowledges that the District intends to rely on this Declaration for purposes of acquiring the infrastructure improvements identified in **Exhibit A**.

[Signature on following page]

IN WITNESS WHEREOF, the undersigned has executed this certificate for and on behalf of the Developer as of the ____ day of February, 2024.

LGI HOMES – FLORIDA, LLC

Name: _____

Title: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was sworn and subscribed before me by means of ☐ physical presence or ☐ online notarization this ____ day of February, 2024, by _____ as _____ of LGI HOMES – FLORIDA, LLC, a Florida limited-liability corporation, and who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF _____

Name: _____

(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

DISTRICT ENGINEER'S CERTIFICATE
[VILLAGES OF WESTPORT PHASE 4 ROADWAY AND UTILITY IMPROVEMENTS]

February____, 2024

Board of Supervisors
Villages of Westport Community Development District

Re: Acquisition of Improvements

Ladies and Gentlemen:

The undersigned is a representative of Prosser, Inc. ("**District Engineer**"), as District Engineer for the Villages of Westport Community Development District ("**District**") and does hereby make the following certifications in connection with the District's acquisition from LGI Homes – Florida, LLC ("**Developer**") as to certain public infrastructure improvements ("**Improvements**") as further detailed in **Exhibit A**. The undersigned, an authorized representative of the District Engineer, hereby certifies that:

1. I have reviewed the Improvements. I have further reviewed certain documentation relating to the same, including but not limited to certain invoices, plans, and other documents.
2. The Improvements are within the scope of the District's capital improvement plan as set forth in the District's *Supplemental Engineers Report No. 1 Summary for 2005 Project*, dated January 2005 ("**Engineer's Report**"), and specially benefit property within the District as further described in the Engineer's Report.
3. The Improvements were installed in accordance with their specifications, and, subject to the design specifications, are capable of performing the functions for which they were intended. I am not aware of any defects in the Improvements.
4. The total costs associated with the Improvements are as set forth in **Exhibit A**. Such costs are equal to or less than each of the following: (i) what was actually paid by the Developer to create and/or acquire the Improvements, and (ii) the reasonable fair market value of the Improvements.
5. All known plans, permits and specifications necessary for the operation and maintenance of the Improvements are complete and on file with the District, and have been transferred, or are capable of being transferred, to the District for operations and maintenance responsibilities.
6. With this document, I hereby certify that it is appropriate at this time for the District to acquire the Improvements.

[Signature on following page]

[Signature page to Engineer's Certificate]

Prosser, Inc.

_____, P.E.

Florida Registration No. _____

District Engineer

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of February, 2024, by _____ as _____ of Prosser, Inc., and with authority to execute the foregoing on behalf of the entit(ies) identified above, and who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

CONTRACTOR ACKNOWLEDGMENT AND RELEASE
[VILLAGES OF WESTPORT PHASE 4 UTILITY IMPROVEMENTS]

THIS ACKNOWLEDGMENT & RELEASE (“Release”) is made to be effective the ____ day of February, 2024, by **Florida Infrastructure, Inc. (“Contractor”)**, in favor of the **Villages of Westport Community Development District (“District”)**, which is a local unit of special-purpose government situated in Duval County, Florida, and having offices at 475 West Town Place, Suite 114 World Golf Village, St. Augustine, Florida 32092.

RECITALS

WHEREAS, pursuant to that certain _____ (**“Contract”**) dated _____ and between Contractor and LGI Homes- Florida, LLC, (**“Developer”**), Contractor has constructed for Developer certain infrastructure improvements, as described in **Exhibit A (“Improvements”)**; and

WHEREAS, Developer may in the future convey the Improvements to the District and for that purpose has requested Contractor to confirm the release of all restrictions on the District’s right to use and rely upon the Improvements; and

WHEREAS, Contractor has agreed to the release of any such restrictions.

NOW, THEREFORE, for and in consideration of mutual promises and obligations, the receipt and sufficiency of which are hereby acknowledged, Contractor provides the following acknowledgment and release:

1. **GENERAL.** The recitals so stated above are true and correct and by this reference are incorporated as a material part of this Release.

2. **ACQUISITION OF IMPROVEMENTS.** Contractor acknowledges that the District is acquiring or has acquired the Improvements constructed by Contractor in connection with the Contract, from Developer, and accordingly, the District has the unrestricted right to rely upon the terms of the Contract for same.

3. **WARRANTY.** Contractor hereby expressly acknowledges the District’s right to enforce the terms of the Contract, including but not limited to any warranties and other forms of indemnification provided therein and to rely upon and enforce any other warranties provided under Florida law.

4. **CERTIFICATION.** Except as set forth herein, Contractor hereby acknowledges that it has been fully compensated for its services and work related to completion of the Improvements. Contractor further certifies that, except as set forth herein, no outstanding requests for payment exist related to the Improvements, including any payments to subcontractors, materialmen, suppliers or otherwise, and that there is no disagreement as to the appropriateness of payment made for the Improvements. Except as set forth herein, this document shall constitute a final waiver and release of lien for any payments due to Contractor by Developer or District for the Improvements.

[signature on following page]

Florida Infrastructure, Inc.

By: _____
Its: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of February, 2024, by _____ as _____ of **Florida Infrastructure, Inc.**, and with authority to execute the foregoing on behalf of the entit(ies) identified above, and who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

Exhibit A: Infrastructure Improvements

BILL OF SALE AND LIMITED ASSIGNMENT
[VILLAGES OF WESTPORT PHASE 4 ROADWAY AND UTILITY IMPROVEMENTS]

THIS BILL OF SALE AND LIMITED ASSIGNMENT is made to be effective as of the ____ day of February, 2024, by and between **LGI Homes- Florida, LLC**, a Florida limited-liability corporation, with an address of 1450 Lake Robbins Drive, Suite 430, The Woodlands, Texas 77380, and **Villages at Westport Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes* (“**District**” or “**Grantee**”) whose address is c/o Governmental Management Services, 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092.

(Wherever used herein, the terms “Grantor” and “Grantee” include all of the parties to this instrument, the heirs, legal representatives and assigns of individuals, and the successors and assigns of trustees, partnerships, limited liability companies, governmental entities, and corporations.)

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee, intending to be legally bound, do hereby agree as follows:

1. Grantor hereby transfers, grants, conveys, and assigns to Grantee all right, title and interest of Grantor, if any, in and to the following property (together, “**Property**”) as described below and as depicted on the Plat titled “Westport Landing Phase One,” recorded at Book 81, Pages 41, et seq., of the Official Records of Duval County, Florida to have and to hold for Grantee’s own use and benefit forever:

a) Improvements:

- i. **Roadways** - All roads, pavement, curbing, gutter, sidewalk, landscape, hardscape, and other physical improvements within the right-of-way identified as “Braddock Parkway” and “Braddock Road.”
- ii. **Drainage/Surface Water Management** – All drainage and surface water management systems, including but not limited to lakes, ponds, sod, surface water control structures, pipes, curbs, gutter, inlets, gravity walls, and other water conveyance structures, as well as all catch-basins and related stormwater facilities related to the Right of Way known as “Braddock Parkway”
- iii. **Wastewater/Potable Water Utility** – All wastewater, potable water, and reclaimed water lines, including but not limited to all pipes, structures, fittings, valves, services, tees, laterals to the point of connection, manholes, facilities, equipment and appurtenances thereto related to the Right of Way known as “Braddock Parkway.”

b) All of the right, title, interest, and benefit of Grantor, if any, in, to and under any and all contracts, guaranties, affidavits, warranties, bonds, claims, lien waivers, and other forms of indemnification, given heretofore and with respect to the construction, installation, or composition of the foregoing improvements described above.

2. Grantor hereby covenants that: (i) Grantor is the lawful owner of the Property; (ii) the Property is free from any liens or encumbrances and the Grantor covenants to timely address any such liens or encumbrances if and when filed; (iii) Grantor has good right to sell the Property; and (iv) the Grantor will warrant and defend the sale of the Property

hereby made unto the Grantee against the lawful claims and demands of all persons whosoever.

3. Without waiving any of the rights against third parties granted under Section 1(b), this conveyance is made on an “as is” basis. The Grantor represents that it has no knowledge of any latent or patent defects in the Property, and hereby assigns, transfers and conveys to the Grantee any and all rights against any and all firms or entities which may have caused any latent or patent defects, including, but not limited to, any and all warranties and other forms of indemnification.

4. By execution of this document, the Grantor affirmatively represents that it has the contractual right, consent and lawful authority of any and all forms to take this action in this document and in this form. Nothing herein shall be construed as a waiver of Grantee’s limitations on liability as provided in Section 768.28, *Florida Statutes*, and other statutes and law.

5. Grantor, at its expense, agrees to complete any punch list items, make any remaining payments owed to contractors and/or subcontractors, as identified in EXHIBIT A, and to post and maintain any required bonds, including but not limited to maintenance bonds.

6. As consideration for the sale of the Improvements, subject to availability of funds and subject to (and without intending to alter) the provisions of that certain Acquisition Agreement, the Grantee shall make payment for the cost of the Improvements not to exceed the amounts set forth in **EXHIBIT A** if such funds are available from proceeds from a past or future issuance of bonds.

7. Grantor agrees, at the direction of the Grantee, to assist with the transfer of any permits or similar approvals necessary for the operation of the Improvements.

[CONTINUED ON FOLLOWING PAGE]

WHEREFORE, the foregoing Bill of Sale and Limited Assignment is hereby executed and delivered on the date first set forth above.

Signed, sealed and delivered by:

WITNESSES

LGI HOMES – FLORIDA, LLC

By: _____
Name: _____

Name: _____
Title: _____

By: _____
Name: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of February, 2024, by _____ as _____ of **LGI HOMES – FLORIDA, LLC**, and with authority to execute the foregoing on behalf of the entit(ies) identified above, and who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF _____

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

BILL OF SALE

KNOW ALL MEN BY THESE PRESENTS, that **Villages of Westport Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes ("Seller"), and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, to it paid by the **City of Jacksonville, Florida** ("City"), the receipt whereof is hereby acknowledged, has granted, bargained, sold, transferred and delivered, and by these presents does grant, bargain, sell, transfer, and deliver unto the District, its successors and assigns, the following described property, assets and rights, to-wit:

Roadways, drainage, surface water management, and wastewater/potable water utilities, including all roads, pavement, curbing, gutter, sidewalk, landscape, hardscape, and other physical improvements; all drainage and surface water management systems, including but not limited to sod, surface water control structures, pipes, curbs, gutter, inlets, gravity walls, and other water conveyance structures, as well as all catch-basins and related stormwater facilities; and all wastewater, potable water, and reclaimed water lines, including but not limited to all pipes, structures, fittings, valves, services, tees, laterals to the point of connection, manholes, facilities, equipment and appurtenances thereto related to the right-of-way identified as "Braddock Parkway" as depicted on the Plat titled "Westport Landing Phase One," recorded at Book 81, Pages 41, et seq., of the Official Records of Duval County, Florida

TO HAVE AND TO HOLD all of the foregoing unto the City, its successors and assigns, for its own use forever, free and clear and discharged of and from any and all obligations, claims or liens.

AND the Seller does hereby covenant to and with the City, its successors and assigns, that they are the lawful owners of the above-described personal property and assets; that said personal property and assets are free from all liens and encumbrances; that Seller has good right to sell said personal property and assets; that all contractors, subcontractors and material men furnishing labor or materials relative to the construction of the personal property and assets have been paid in full; and that Seller will warrant and defend the sale of its said personal property and assets hereby made, unto the District, its successors and assigns, against the lawful claims and demands of all persons whosoever.

IN WITNESS WHEREOF, the Seller has caused this instrument to be executed in its name the day and year first above written.

Signed, Sealed and

**Villages of Westport Community Development
District**

(printed)

Print Name: _____
Title: _____

(printed)

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of February, 2024, by _____, on behalf of the Villages of Westport Community Development District. He is personally known to me or produced _____ as identification and did (did not) take an oath.

(Print) _____, Notary Public
My Commission expires: _____
Commission Number: _____

Exhibit B

REQUISITION

The undersigned, an Authorized Officer of Villages of Westport Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and Wachovia Bank, National Association, Miami, Florida, as trustee (the "Trustee"), dated as of February 1, 2005 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2005 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: ____

(B) Name of Payee: LGI Homes – Florida, LLC

(C) Amount Payable: \$(lesser of \$517,762.13 or the amount remaining in the Series 2005A Deferred Costs Subaccount)

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Construction of Improvements related to Phase 4

(E) Fund, Account and/or subaccount from which disbursement is to be made: Series 2005A Deferred Costs Subaccount

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2005A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2005A Project and each represents a Cost of the Series 2005A Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoices from the vendor of the property acquired or services rendered with respect to which the disbursement is hereby requested.

**VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT
DISTRICT**

Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE AND CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2005A Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2005A Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Consulting Engineer

ELEVENTH ORDER OF BUSINESS



Proposal #365466

Date: 11/02/2023

From: Michael Hunter

Proposal For

Villages of Westport CDD

c/o Vesta Property Services
12546 Dewhurst Circle
Jacksonville, FL 32218

main:
mobile:

Location

12282 Dewhurst Cir,
Jacksonville, FL 32218

Property Name: Villages of Westport CDD

Keniston Entrance Mulch Install

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Pine Bark	80.00	\$63.010	\$5,040.80

Client Notes

Install pine bark in areas on map provided

Signature

x

SUBTOTAL \$5,040.80

SALES TAX \$0.00

TOTAL \$5,040.80

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Michael Hunter

Office:
mhunter@yellowstonelandscape.com



Proposal #365462

Date: 11/02/2023

From: Michael Hunter

Proposal For

Villages of Westport CDD

c/o Vesta Property Services
12546 Dewhurst Circle
Jacksonville, FL 32218

main:
mobile:

Location

12282 Dewhurst Cir,
Jacksonville, FL 32218

Property Name: Villages of Westport CDD

Creston Entrance Mulch Install

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Pine Bark	60.00	\$63.010	\$3,780.60

Client Notes

Install pine bark in areas on provided map

Signature

x

SUBTOTAL \$3,780.60

SALES TAX \$0.00

TOTAL \$3,780.60

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Michael Hunter

Office:
mhunter@yellowstonelandscape.com



Proposal #365470

Date: 11/02/2023

From: Michael Hunter

Proposal For

Villages of Westport CDD

c/o Vesta Property Services
12546 Dewhurst Circle
Jacksonville, FL 32218

main:
mobile:

Location

12282 Dewhurst Cir,
Jacksonville, FL 32218

Property Name: Villages of Westport CDD

Amenity Center Mulch Install

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Pine Bark	60.00	\$63.010	\$3,780.60

Client Notes

Install pine bark in areas on provided map

Signature

x

SUBTOTAL \$3,780.60

SALES TAX \$0.00

TOTAL \$3,780.60

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Michael Hunter

Office:
mhunter@yellowstonelandscape.com



Proposal #365474

Date: 11/02/2023

From: Michael Hunter

Proposal For

Villages of Westport CDD

c/o Vesta Property Services
12546 Dewhurst Circle
Jacksonville, FL 32218

main:
mobile:

Location

12282 Dewhurst Cir,
Jacksonville, FL 32218

Property Name: Villages of Westport CDD

Devinston Entrance Mulch Install

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Pine Bark	45.00	\$63.010	\$2,835.45

Client Notes

Install pine bark in areas on provided map

Signature

x

SUBTOTAL \$2,835.45

SALES TAX \$0.00

TOTAL \$2,835.45

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Michael Hunter

Office:
mhunter@yellowstonelandscape.com

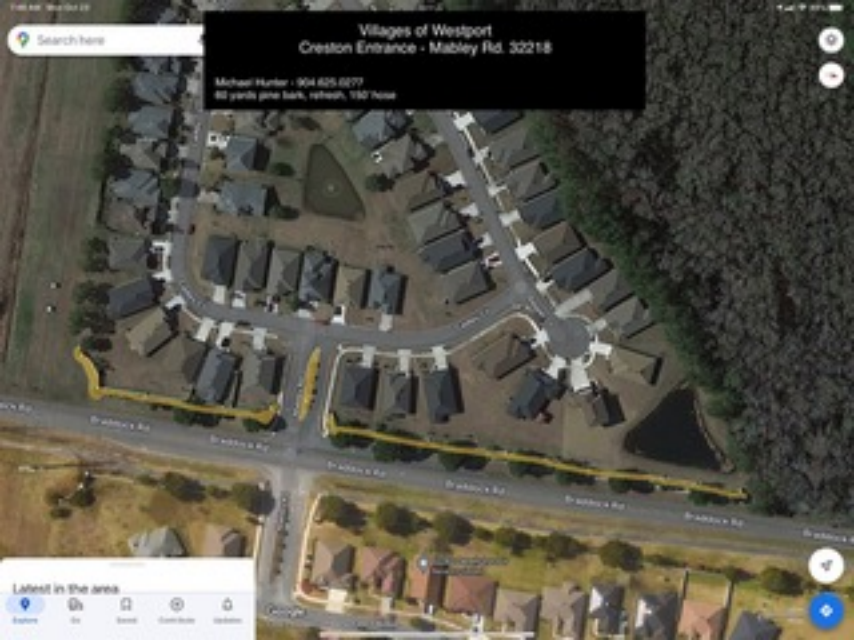
Search here

Villages of Westport
Keniston Entrance 12262 Dewhurst Cir. 32218

Michael Hunter - 904.825.0277
80 yards pine bark, refresh, 150' hose

Latest in the area

Explore Go Search Contribute Watch



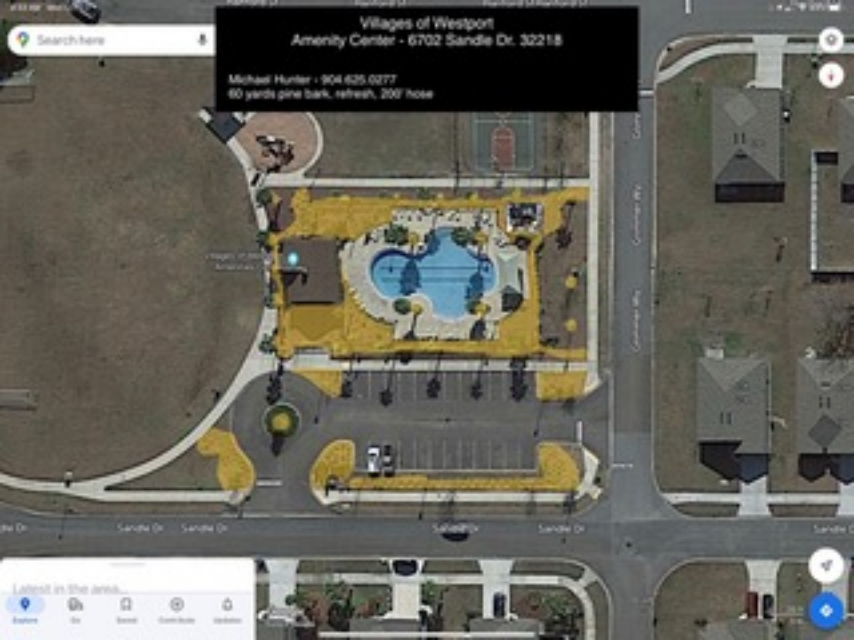
Search here

Villages of Westport Creston Entrance - Mabley Rd. 32218

Michael Hunter - 904 625 0277
90 yards pine bark, refresh, 150' fence

Latest in the area

- Explore
- Go
- Search
- Contribute
- Updates



Villages of Westport
Amenity Center - 6702 Sandle Dr. 32218

Michael Hunter - 904.625.0277
60 yards pine bark, refresh, 200' hose

Search here

Latest in the area...

Explore Go Saved Favorites Updates

Search here

Villages of Westport
Devinston Entrance - Sandie Dr. 32218

Michael Hunter - 909-625-0277
45 yards pine bark, refresh, 270' fence

Latest in the area

Explore Go Search Contribute

Google
© 2022 Google

FOURTEENTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Villages of Westport Community Development District was held Monday, October 23, 2023 at 5:33 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida.

Present and constituting a quorum:

Yashekia Scarlett
Samuel Smith
Alice Sanford *by phone*
Jolanda Dexter

Chairman
Vice Chairperson
Supervisor
Supervisor

Also present:

Howard McGaffney
Jennifer Kilinski *by phone*
Molly Maggiano *by phone*
Tim Harden
Rhonda Mossing *by phone*

District Manager, GMS
District Counsel, KE Law Group
District Counsel, KE Law Group
Field Manager, Vesta Properties
MBS Capital Markets

The following is a summary of the actions taken at the October 23, 2023 Regular Meeting of the Board of Supervisors of the Villages of Westport Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Mr. McGaffney called the meeting to order and called the roll. There were three Supervisors present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments (*regarding agenda items below*)

Mr. McGaffney stated that there were several members of the public present. He opened up the meeting to public comments regarding agenda items. There were no public comments at this time.

THIRD ORDER OF BUSINESS

Staff Reports

A. Manager

1. Update on Onsite Inspection

Mr. McGaffney stated that he met with Tim and has been on property three times and they've met with Yellowstone and walked the community.

2. District's Financial Position & Future Capital Projects

Mr. McGaffney stated that they would eventually need to work towards building a reserve fund. Mr. Smith suggested closing the parking lot at night, and the Board consensus was that Mr. McGaffney could review the finances and look at different options for closing the parking lot at night.

B. Attorney

1. District Financing Options for Future Capital Projects

Ms. Kilinski stated that there were some funding restrictions and funding concerns on continuing Capital Improvement repairs that may be needed within the District. She noted that they had discussed the parking lot previously, repairs to amenity facilities, enhanced landscaping, pool resurfacing, etc. Ms. Kilinski stated that there was no cost to the Board to have MBS evaluate their options for financing. MBS only gets paid if the Board moves forward on a bond issue.

Ms. Kilinski noted that the motion they would ask the Board to consider was an approval to engage MBS to do the analysis and come back to the January Board meeting with more information for the Board to consider.

2. Consideration of MBS Capital, IBA Agreement

Ms. Mossing with MBS Capital stated that the Board's next step would be for the Board to start thinking about what projects they would like to see undertaken for repairs and improvements so that they can get an idea of how much money the Board might need in the future and they can run different bond structures for the financing of those projects.

On MOTION by Mr. Smith, seconded by Ms. Scarlett, with all in favor, the MBS Capital IBA Agreement, was approved.

Ms. Kilinski noted that directly prior to the meeting they received a resignation letter from Supervisor Ritter. She noted if they accept that resignation, they could make an appointment or they could discuss the process. She stated that they have 90 days to fill the vacancy.

Mr. McGaffney asked for a motion to accept the resignation of Supervisor Ritter.

On MOTION by Mr. Smith, seconded by Ms. Scarlett, with all in favor, Accepting the Resignation of Supervisor Ritter, was approved.

C. Operation Manager – Report

Mr. Harden reviewed the operations report which was included in the agenda package.

FOURTH ORDER OF BUSINESS

Ratification of Agreement with GMS for District Management Services

Mr. McGaffney stated that GMS tried to get on the bank accounts and tried to tell them that they got hired and the Chair signed the resolution that they needed to get on the bank accounts, but the bank they are using wanted to make sure that the minutes read that at this meeting the Board took action to put myself on your account and put GMS staff on the accounts so that we can pay your bills. We are asking you to ratify the agreement with GMS for District Management Services. Mr. McGaffney noted that nothing had changed in the agreement since the Board saw it at the previous meeting.

On MOTION by Mr. Smith, seconded by Ms. Scarlett, with all in favor, the Agreement with GMS for District Management Services, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Designating Officers

Mr. McGaffney reviewed the resolution in the agenda package which included GMS officers. Ms. Scarlett is listed as the Chairperson, Mr. Smith as the Vice Chairman, Mr. Dexter and Ms. Sanford as Assistant Secretaries, Mr. McGaffney as the Secretary, Assistant Treasurer, and Assistant Secretary, and Ms. Patti Powers with GMS as the Treasurer. James Oliver, Darrin Mossing, Daniel Laughlin, Rich Hans, Marilee Giles, were all GMS staff members that would be appointed as Assistant Secretaries. Mr. McGaffney explained that this allows other GMS staff to

sign off or receive things in case he is out of the office. He noted that Ms. Ritter would be removed from the resolution due to her resignation from the Board.

On MOTION by Mr. Smith, seconded by Ms. Scarlett, with all in favor, Resolution 2024-01, Designating Officers as slated above, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2024-2,
Designating Registered Agent & Office**

Mr. McGaffney noted that the registered agent would be himself, and any legal documents would go to his office which he would then share with District Counsel.

On MOTION by Ms. Scarlett, seconded by Mr. Smith, with all in favor, Resolution 2024-2, Designating Registered Agent & Office was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03,
Designating Local Records Office**

Mr. McGaffney stated that the primary administrative office would be located at GMS's office at 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

On MOTION by Ms. Scarlett, seconded by Mr. Smith, with all in favor, Resolution 2024-03, Designating Local Records Office, was approved.

EIGHTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2022 Audit Report

Ms. Maggiano stated that she had reviewed the audit report and it was a clean audit. She suggested that the Board accept the audit. Mr. McGaffney noted that there were no findings and there were no issues with the internal controls.

On MOTION by Mr. Smith, seconded by Ms. Scarlett, with all in favor, Accepting the Fiscal Year 2022 Audit Report, was approved.

NINTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025 Budget Workshop – February 26, 2024 (Location TBD)

Mr. McGaffney suggested that the Board hold a budget workshop on February 26, 2024. He noted that the Board could not take any action at the workshop, it would only be for discussion of the Fiscal Year 2025 budget.

On MOTION by Ms. Scarlett, seconded by Mr. Smith, with all in favor, Adding the Fiscal Year 2025 Budget Workshop – February 26, 2024 to the Meeting Schedule, was approved.

TENTH ORDER OF BUSINESS

Discussion of Holiday Lighting – Resident Volunteers

Mr. McGaffney suggested working with the HOA to come up with a resident competition or volunteer group to decorate the community during the holidays. Board discussion ensued regarding community events and HOA involvement and working in tandem with the CDD Board and staff.

The Board agreed to allow Supervisor Smith to coordinate a December event in coordination with the HOA.

On MOTION by Mr. Smith, seconded by Ms. Dexter, with all in favor, Authorizing District Counsel to Draft an Agreement between the CDD and HOA, Authorizing the Use of CDD property and the Amenity Center for HOA functions as approved by the Chair/Vice Chair to include special events provided the District is named as an Additional Insured, was approved.

ELEVENTH ORDER OF BUSINESS

Supervisor's Request

Ms. Dexter informed the Board that she was moving and would no longer live within Duval County. Her resignation from the Board would be effective immediately following the adjournment of the meeting.

TWELFTH ORDER OF BUSINESS

Public Comments

The Board heard public comments at this time.

**THIRTEENTH ORDER OF BUSINESS Approval of Minutes of the July 24, 2023
Minutes and August 21, 2023 Continued
Meeting**

Mr. McGaffney presented the minutes of the July 24, 2023 and August 21, 2023 Continued meeting minutes.

On MOTION by Ms. Scarlett, seconded by Mr. Smith, with all in favor, the Minutes of the July 24, 2023 Minutes and August 21, 2023 Continued Meeting, were approved.

**FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – 1/22/24 @ 5:30 p.m.
@ Highlands Regional Library**

Mr. McGaffney stated that the next scheduled meeting will be January 22, 2024 at 5:30 p.m. at the library.

On MOTION by Ms. Scarlett, seconded by Mr. Smith, with all in favor, Accepting the Resignation of Supervisor Jolanda Dexter effective immediately upon adjournment, was approved.

FIFTEENTH ORDER OF BUSINESS Adjournment

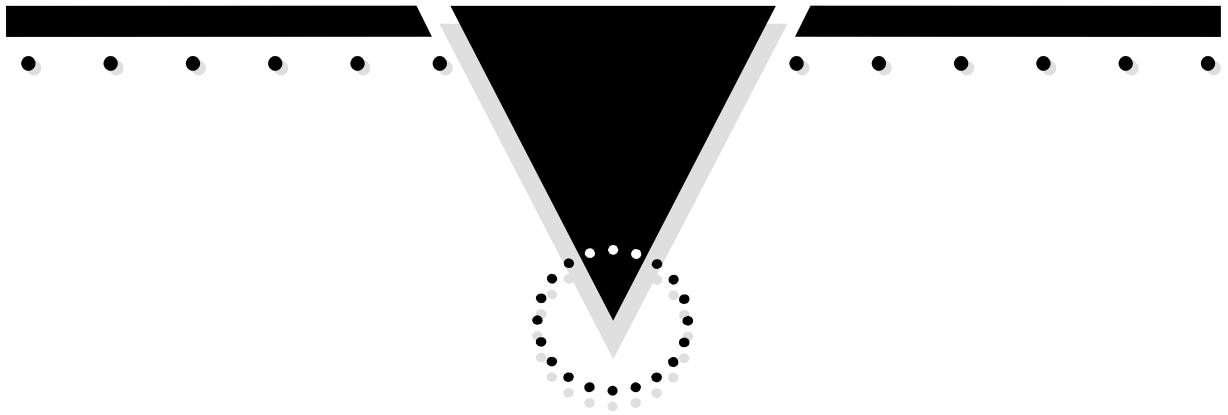
Mr. McGaffney adjourned the meeting.

On MOTION by Mr. Smith seconded by Ms. Scarlett, with all in favor, the meeting was adjourned.
--

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.



Villages of Westport

Community Development District

Unaudited Financial Reporting
January 31, 2024



TABLE OF CONTENTS

1	<u>Balance Sheet</u>
2-3	<u>General Fund Statement</u>
4	<u>Debt Service Statement Series 2005A</u>
5	<u>Capital Projects Fund</u>
6-7	<u>Month to Month</u>
8	<u>Long Term Debt</u>
9	<u>Assessment Receipts Schedule</u>

Villages of Westport
Community Development District

Balance Sheet
January 31, 2024

Governmental Fund Types

	<u>General Fund</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals</u> <u>(memorandum only)</u>
<u>Assets</u>				
Cash				
Operating	\$153,931	---	---	\$153,931
Debit Card	\$813	---	---	\$813
SBA	\$5,437	---	---	\$5,437
Assessment Receivable	---	---	---	\$0
Interest Receivable	---	---	---	\$0
Due from General Fund	---	\$2,418	---	\$2,418
<u>Investments:</u>				
<u>Series 2005A</u>				
Reserve A5	---	\$492,992	---	\$492,992
Revenue A5	---	\$764,855	---	\$764,855
Interest A5	---	---	---	\$0
Prepayment A5	---	\$1,072	---	\$1,072
Acquisition & Construction	---	---	\$79,416	\$79,416
Deferred Cost	---	---	\$518,836	\$518,836
Prepaid Expenses	\$0	---	---	\$0
Total Assets	\$160,181	\$1,261,337	\$598,252	\$2,019,770
<u>Liabilities</u>				
Accounts Payable	\$7,353	---	---	\$7,353
Due to Debt Service	---	---	---	\$0
<u>Fund Equity</u>				
Fund Balances				
Unassigned	\$152,828	---	---	\$152,828
Nonspendable- Prepaid	\$0	---	---	\$0
Restricted for Capital Projects	---	---	\$598,252	\$598,252
Restricted for Debt Service	---	\$1,261,337	---	\$1,261,337
Total Liabilities, Fund Equity, Other	\$160,181	\$1,261,337	\$598,252	\$2,019,770

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending January 31, 2024

	Adopted Budget	Prorated Budget 01/31/24	Actuals 1/31/24	Variance
Revenues				
Maintenance Assessments- Tax Roll	\$ 234,837	\$ 230,504	\$ 230,504	\$ -
Maintenance Assessments- Direct Bills	\$ 98,718	\$ 49,359	\$ -	\$ (49,359)
Interest Income	\$ -	\$ -	\$ 14	\$ 14
Interest Income - SBA	\$ -	\$ -	\$ 101	\$ 101
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 333,555	\$ 279,863	\$ 230,619	\$ (49,244)
Expenditures				
<u>Administrative</u>				
Supervisors Fees	\$ 4,800	\$ 1,600	\$ 600	\$ 1,000
Engineering	\$ -	\$ -	\$ -	\$ -
Arbitrage	\$ 1,000	\$ 333	\$ -	\$ 333
Assessment Roll	\$ 5,000	\$ 1,667	\$ -	\$ 1,667
Dissemination	\$ 5,000	\$ 1,667	\$ 600	\$ 1,067
Amortization Schedule	\$ 250	\$ 83	\$ -	\$ 83
Attorney	\$ 15,000	\$ 5,000	\$ 3,233	\$ 1,767
Annual Audit	\$ 5,000	\$ 1,667	\$ -	\$ 1,667
Trustee Fees	\$ 3,720	\$ 3,717	\$ 3,717	\$ -
Management Fees	\$ 27,500	\$ 9,167	\$ 6,493	\$ 2,674
Information Technology	\$ -	\$ -	\$ 300	\$ (300)
Website	\$ 2,520	\$ 840	\$ 700	\$ 140
Telephone	\$ -	\$ -	\$ 93	\$ (93)
Postage	\$ 250	\$ 83	\$ 14	\$ 69
Printing & Binding	\$ -	\$ -	\$ 14	\$ (14)
Insurance-Liability	\$ 4,700	\$ 4,358	\$ 4,358	\$ -
Insurance-Public Official	\$ 3,863	\$ 3,581	\$ 3,581	\$ -
Legal Advertising	\$ 1,500	\$ 500	\$ -	\$ 500
Other Current Charges	\$ 1,000	\$ 333	\$ 100	\$ 233
Office Supplies	\$ -	\$ -	\$ 14	\$ (14)
Dues, License, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Administration Subtotal	\$ 81,278	\$ 34,771	\$ 23,992	\$ 10,780
<u>Common Area Maintenance:</u>				
Field Services	\$ 19,200	\$ 6,400	\$ 6,400	\$ -
Landscape Maintenance	\$ 54,000	\$ 18,000	\$ 17,741	\$ 259
Irrigation - Repairs	\$ 2,500	\$ 833	\$ -	\$ 833
Lake Maintenance	\$ 14,000	\$ 4,667	\$ 4,609	\$ 58
Repairs and Maintenance	\$ 5,000	\$ 1,667	\$ 5,403	\$ (3,736)
Contingency	\$ 8,000	\$ 2,667	\$ -	\$ 2,667
Total Common Area Maintenance	\$ 102,700	\$ 34,233	\$ 34,153	\$ 81

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending January 31, 2024

	Adopted Budget	Prorated Budget 01/31/24	Actuals 1/31/24	Variance
<u><i>Amenity Center:</i></u>				
Amenity Management Staffing	\$ -	\$ -	\$ -	\$ -
Janitorial	\$ 11,000	\$ 3,667	\$ 3,651	\$ 16
Pool Maintenance	\$ 18,000	\$ 6,000	\$ 4,833	\$ 1,167
Pool Chemicals	\$ -	\$ -	\$ -	\$ -
Pool Permits	\$ -	\$ -	\$ -	\$ -
Utilites - Water/Electric	\$ 45,000	\$ 15,000	\$ 11,761	\$ 3,239
Trash	\$ -	\$ -	\$ 179	\$ (179)
Pest Control	\$ 500	\$ 167	\$ 175	\$ (8)
Irrigation Repair	\$ 3,000	\$ 1,000	\$ -	\$ 1,000
Insurance - Property	\$ 7,230	\$ 6,571	\$ 6,571	\$ -
Telephone	\$ 1,500	\$ 500	\$ 502	\$ (2)
Access Control	\$ 1,700	\$ 567	\$ 98	\$ 468
Community Events	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ 40,000	\$ 13,333	\$ -	\$ 13,333
Security Camera System/Monitoring	\$ 6,120	\$ 2,040	\$ 2,240	\$ (200)
Repairs and Maintenance Building - Contract	\$ 10,127	\$ 3,376	\$ -	\$ 3,376
Repairs and Maintenance Grounds	\$ 5,000	\$ 1,667	\$ -	\$ 1,667
Office Supplies	\$ -	\$ -	\$ -	\$ -
Dues and License	\$ 400	\$ 133	\$ -	\$ 133
Total Amenity Center	\$ 149,577	\$ 54,020	\$ 30,010	\$ 24,010
<u><i>Other Financing Sources (Uses)</i></u>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 333,555	\$ 123,025	\$ 88,154	\$ 34,870
Excess Revenues/ (Expenditures)	\$ (0)		\$ 142,465	
Beginning Fund Balance	\$ -		\$ 10,363	
Ending Fund Balance	\$ (0)		\$ 152,827.67	

Villages of Westport

Community Development District

Debt Service Fund Series 2005A
Statement of Revenues & Expenditures
For the Period Ending January 31, 2024

	Adopted Budget	Prorated Budget 1/31/24	Actual 1/31/24	Variance
<u>Revenues</u>				
Special Assessments- Tax Roll	\$ 551,111	\$ 540,947	\$ 540,947	\$ -
Special Assessments- Direct A5	\$ 242,411	\$ 121,206	\$ -	\$ (121,206)
Interest Income	\$ -	\$ -	\$ 10,900	\$ 10,900
Total Revenues	\$ 793,522	\$ 662,153	\$ 551,847	\$ (110,306)
<u>Expenditures</u>				
Interfund Transfer Out	\$ -	\$ -	\$ -	\$ -
<u>Series 2005A</u>				
Interest-11/1	\$ 195,938	\$ 195,938	\$ 195,938	\$ -
Interest-5/1	\$ 195,938	\$ -	\$ -	\$ -
Principal-5/1	\$ 410,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 801,876	\$ 195,938	\$ 195,938	\$ -
<u>Other Sources/Uses</u>				
Transfer In/(Out)	\$ -	\$ -	\$ 2,125	\$ 2,125
Total Other Sources/ (Uses)	\$ -	\$ -	\$ 2,125	\$ 2,125
Excess Revenues/(Expenditures)	\$ (8,354)		\$ 358,035	
Beginning Fund Balance	\$ 192,606		\$ 903,303	
Ending Fund Balance	\$ 184,252		\$ 1,261,337	
		Due from General Fund	\$ 2,418	
		Assessment Receivable	----	
		Interest Receivable	----	
		Reserve A5	\$ 492,992	
		Revenue A5	\$ 764,855	
		Interest A5	----	
		Prepayment A5	\$ 1,072	
		Total	\$ 1,261,337	

Villages of Westport

Community Development District

Capital Projects Fund
Statement of Revenues & Expenditures
For the Period Ending January 31, 2024

	Series 2005A
<u>Revenues</u>	
Interest Income	\$8,387
Developer Contributions	\$0
Interfund Transfer In	\$0
Total Revenues	\$8,387
<u>Expenditures</u>	
Capital Outlay	\$0
Professional Fees	\$0
Miscellaneous	\$0
Total Expenditures	\$0
<u>Other Sources/(Uses)</u>	
Transfer In/(Out)	(\$2,125)
Total Other Sources/ (Uses)	(\$2,125)
Excess Revenues/(Expenditures)	\$6,262
Beginning Fund Balance	\$591,990
Ending Fund Balance	\$598,252

October	November	December	January	February	March	April	May	June	July	August	September	Total
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[illegible][illegible][illegible][illegible]

[illegible]

Villages of Westport
Community Development District
Long Term Debt Report

SERIES 2005A, SPECIAL ASSESSMENT REVENUE BONDS	
OPTIONAL REDEMPTION DATE	5/1/2013
INTEREST RATE:	5.70%
MATURITY DATE:	5/1/2035
RESERVE FUND DEFINITION	6.9126% BONDS DEEMED OUTSTANDING
RESERVE FUND REQUIREMENT	\$492,992
RESERVE FUND BALANCE	\$492,992
EXCESS FUNDS REVENUE ACCOUNT(1)	
BONDS OUTSTANDING - 9-30-22	\$7,265,000
LESS: PRINCIPAL PAYMENT - 05/01/23	(\$390,000)
CURRENT BONDS OUTSTANDING	\$6,875,000

(1) Per Section 4.08 (f) First Supplemental Trust Indenture dated February 1, 2005, funds transferred to Deferred Cost Account until paid in full than to the District for use for any lawful purpose.

C.

Villages of Westport

Community Development District

Assessment Receipts Schedule - Fiscal Year 2024

Gross Assessment	\$	849,670.93	\$	595,795.33	\$	253,875.60
Less: Disc. & Coll. (7.5%)	\$	(63,725.32)	\$	(44,684.65)	\$	(19,040.67)
Net Assessment	\$	785,945.61	\$	551,110.68	\$	234,834.93

Date	Amount	Debt Service	O&M
11/3/23	\$ 3,146.80	\$ 2,206.56	\$ 940.24
11/14/23	\$ 7,525.22	\$ 5,276.74	\$ 2,248.48
11/21/23	\$ 6,020.18	\$ 4,221.39	\$ 1,798.79
11/28/23	\$ 39,566.29	\$ 27,744.17	\$ 11,822.12
11/30/23	\$ 597,809.39	\$ 419,188.22	\$ 178,621.17
12/6/23	\$ 99,568.15	\$ 69,817.90	\$ 29,750.25
12/14/23	\$ 12,861.95	\$ 9,018.89	\$ 3,843.06
12/22/23	\$ 1,505.04	\$ 1,055.34	\$ 449.70
1/9/24	\$ 3,448.18	\$ 2,417.89	\$ 1,030.29
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Total	\$	771,451.20	\$	540,947.10	\$	230,504.10
Remaining	\$	14,494.41	\$	10,163.58	\$	4,330.83
Percentage Collected		98%		98%		98%

D.

1.

Villages of Westport

Community Development District

Check Register Summary

October 1, 2023 to December 31, 2023

Bank	Date	Check No.'s	Amount
General Fund	11/7/23	1850-1853	\$ 15,264.55
	11/20/23	1854-1859	\$ 1,493.68
	11/29/23	1860-1874	\$ 23,259.84
	12/13/23	1875-1882	\$ 22,626.62
	12/27/23	1883-1885	\$ 702.13
	Subtotal		\$ 63,346.82
			\$ 63,346.82

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER					RUN 1/10/24		PAGE 1		
*** CHECK DATES 10/01/2023 - 12/31/2023 ***		VILL OF WESTPORT - GENERAL									
		BANK A VILLAGES OF WESTPORT									
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT	#			
11/07/23	00029	10/01/23 64	202310 310-51300-51000		*	13.64					
		OFFICE SUPPLIES									
		10/01/23 64	202310 310-51300-42500		*	2.10					
		COPIES									
				GOVERNMENTAL MANAGEMENT SERVICES			15.74	001850			
11/07/23	00030	10/01/23 20167	202310 310-51300-45000		*	14,510.00					
		FY24 INSURANCE RENEWAL									
				EGIS INSURANCE ADVISORS			14,510.00	001851			
11/07/23	00008	10/12/23 ARCO2400	202310 330-57200-46800		*	178.81					
		OCT TRASH COLLECTION									
				TAX COLLECTOR-CITY OF JACKSONVILLE			178.81	001852			
11/07/23	00031	9/11/23 72736457	202309 330-57200-34500		*	560.00					
		SEP SECURITY									
				VECTOR SECURITY, INC.			560.00	001853			
11/20/23	00011	10/23/23 10232023	202310 310-51300-11000		*	200.00					
		10.23.23 PAYROLL									
				ALICE SANFORD			200.00	001854			
11/20/23	00002	9/16/23 51423532	202309 330-57200-46600		*	43.68					
		SEPT PEST CONTROL									
				BUG OUT			43.68	001855			
11/20/23	00023	10/23/23 10232023	202310 310-51300-11000		*	200.00					
		10.23.23 PAYROLL									
				JALONDA SHANICE DEXTER			200.00	001856			
11/20/23	00043	9/28/23 002184	202309 320-53800-46300		*	850.00					
		PINE TREE REMOVAL									
				JAX TREE REMOVAL			850.00	001857			
11/20/23	00022	10/23/23 10232023	202310 310-51300-11000		*	200.00					
		10.23.23 PAYROLL									
				SAMUEL COOPER SMITH			200.00	001858			
11/20/23	00020	10/23/23 10232023	202310 310-51300-11000		*	200.00					
		10.23.23 PAYROLL									
				YASHEKIA SCARLETT			200.00	001859			
11/30/23	00020	10/23/23 10232023	202310 310-51300-11000		V	200.00-					
		10.23.23 PAYROLL									
				YASHEKIA SCARLETT			200.00-	001859			
VWSP VILL O WESTPRT AMOSSING											

VWSP VILL O WESTPRT AMOSSING

CHECK DATE	VEND#INVOICE..... DATE INVOICEEXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT	#
11/29/23	00038	11/10/23 95978	202310 320-53800-46000	BACKFLOW TEST & MATERIALS	BOB'S BACKFLOW & PLUMBING SERVICES	*	1,147.00	1,147.00	001860
11/29/23	00002	10/16/23 52748126	202310 330-57200-46600	OCT PEST CONTROL	BUG OUT	*	43.68	43.68	001861
11/29/23	00002	11/16/23 53810841	202311 330-57200-46600	NOV PEST CONTROL	BUG OUT	*	43.68	43.68	001862
11/29/23	00032	11/10/23 7986	202310 310-51300-31500	OCT GENERAL COUNSEL	KILINSKI VAN WYK, PLLC	*	2,146.50	2,146.50	001863
11/29/23	00032	11/10/23 7987	202310 310-51300-31500	OCT PROJECT CONTRUCTION	KILINSKI VAN WYK, PLLC	*	357.00	357.00	001864
11/29/23	00032	9/14/23 7494	202308 310-51300-31500	AUG GENERAL COUNSEL	KILINSKI VAN WYK, PLLC	*	5,886.15	5,886.15	001865
11/29/23	00032	10/07/23 7734	202309 310-51300-31500	SEPT GENERAL COUNSEL	KILINSKI VAN WYK, PLLC	*	825.43	825.43	001866
11/29/23	00004	10/01/23 PSI01826	202310 320-53800-46800	OCT LAKE MAINTENANCE	SOLITUDE LAKE MANAGEMENT	*	1,152.23	1,152.23	001867
11/29/23	00004	11/01/23 PSI02731	202311 320-53800-46800	NOV LAKE MAINTENANCE	SOLITUDE LAKE MANAGEMENT	*	1,152.23	1,152.23	001868
11/29/23	00014	10/25/23 7101229	202310 310-51300-32300	2005A TRUSTEE FEES	US BANK	*	3,717.38	3,717.38	001869
11/29/23	00031	10/11/23 72903760	202310 330-57200-34500	OCT SECURITY	VECTOR SECURITY, INC.	*	560.00	560.00	001870
11/29/23	00031	11/11/23 73068313	202311 330-57200-34500	NOV SECURITY	VECTOR SECURITY, INC.	*	560.00	560.00	001871

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/13/23	00004	12/01/23	PSI03385 202312 320-53800-46800 DEC LAKE MAINTENANCE	SOLITUDE LAKE MANAGEMENT	*	1,152.23	1,152.23 001879
12/13/23	00005	10/01/23	413610 202310 320-53800-34000 OCT FIELD SERVICES		*	1,600.00	
		10/01/23	413610 202310 330-57200-46700 OCT JANITORIAL		*	910.00	
		10/01/23	413610 202310 330-57200-46400 OCT POOL MAINTENANCE		*	1,208.33	
		10/01/23	413610 202310 320-53800-46000 OCT FACILITY MAINT		*	907.67	
				VESTA PROPERTY SERVICES, INC.			4,626.00 001880
12/13/23	00005	11/01/23	414430 202311 320-53800-34000 NOV FIELD SERVICES		*	1,600.00	
		11/01/23	414430 202311 330-57200-46700 NOV JANITORIAL		*	910.00	
		11/01/23	414430 202311 330-57200-46400 NOV POOL MAINTENANCE		*	1,208.33	
		11/01/23	414430 202311 320-53800-46000 NOV FACILITY MAINT		*	907.67	
				VESTA PROPERTY SERVICES, INC.			4,626.00 001881
12/13/23	00006	11/30/23	JAX62963 202311 320-53800-46200 NOV LANDSCAPE MAINTENANCE		*	4,435.23	
				YELLOWSTONE LANDSCAPE			4,435.23 001882
12/27/23	00002	12/16/23	55712995 202312 330-57200-46600 DEC PEST CONTROL		*	43.68	
				BUG OUT			43.68 001883
12/27/23	00044	12/21/23	2157917 202312 330-57200-34600 ANNUAL SUBSCRIPTION		*	98.45	
				DOORKING INC			98.45 001884
12/27/23	00031	12/11/23	73228895 202312 330-57200-34500 DEC SECURITY		*	560.00	
				VECTOR SECURITY, INC.			560.00 001885
				TOTAL FOR BANK A		63,346.82	
				TOTAL FOR REGISTER		63,346.82	

VWSP VILL O WESTPRT AMOSSING

2.

Villages of Westport

Community Development District

Check Register Summary

January 1, 2024 to January 31, 2024

Bank	Date	Check No.'s		Amount
General Fund	1/5/24	1886	\$	538,529.21
	1/8/24	1887-1891	\$	18,647.05
	1/23/24	1892-1895	\$	954.18
			\$	558,130.44

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
1/05/24	00016	1/05/24 01052024	202401 300-20700-10000 11.03 FY24 ASSESSMENTS		*	2,206.56	
		1/05/24 01052024	202401 300-20700-10000 11.14 FY24 ASSESSMENTS		*	5,276.74	
		1/05/24 01052024	202401 300-20700-10000 11.21 FY24 ASSESSMENTS		*	4,221.39	
		1/05/24 01052024	202401 300-20700-10000 11.28 FY24 ASSESSMENTS		*	27,744.17	
		1/05/24 01052024	202401 300-20700-10000 11.30 FY24 ASSESSMENTS		*	419,188.22	
		1/05/24 01052024	202401 300-20700-10000 12.06 FY24 ASSESSMENTS		*	69,817.90	
		1/05/24 01052024	202401 300-20700-10000 12.14 FY24 ASSESSMENTS		*	9,018.89	
		1/05/24 01052024	202401 300-20700-10000 12.22 FY24 ASSESSMENTS		*	1,055.34	
VILLAGES OF WESTPORT CDD						538,529.21	001886
1/08/24	00029	1/01/24 67	202401 310-51300-34000 JAN MANAGEMENT FEES		*	3,246.25	
		1/01/24 67	202401 310-51300-49500 JAN WEBSITE ADMIN		*	100.00	
		1/01/24 67	202401 310-51300-35100 JAN INFO TECH		*	150.00	
		1/01/24 67	202401 310-51300-31300 JAN DISSEM AGENT SERVICES		*	250.00	
		1/01/24 67	202401 310-51300-49000 JAN RECORD STORAGE		*	50.00	
		1/01/24 67	202401 310-51300-51000 OFFICE SUPPLIES		*	.27	
		1/01/24 67	202401 310-51300-42000 POSTAGE		*	5.67	
		1/01/24 67	202401 310-51300-42500 COPIES		*	5.40	
GOVERNMENTAL MANAGEMENT SERVICES						3,807.59	001887
1/08/24	00004	1/01/24 PSI04294	202401 320-53800-46800 JAN LAKE MAINTENANCE		*	1,152.23	
SOLITUDE LAKE MANAGEMENT						1,152.23	001888
1/08/24	00005	1/02/24 416184	202401 320-53800-34000 JAN FIELD SERVICES		*	1,600.00	
		1/02/24 416184	202401 330-57200-46700 JAN JANITORIAL		*	910.00	
		1/02/24 416184	202401 330-57200-46400 JAN POOL MAINTENANCE		*	1,208.33	

VWSP VILL O WESTPRT AMOSSING

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		1/02/24 416184	202401 320-53800-46000	JAN FACILITY MAINTENANCE	*	907.67	
				VESTA PROPERTY SERVICES, INC.			4,626.00 001889
1/08/24 00005		12/01/23 415294	202312 320-53800-34000	DEC FIELD SERVICES	*	1,600.00	
		12/01/23 415294	202312 330-57200-46700	DEC JANITORIAL	*	910.00	
		12/01/23 415294	202312 330-57200-46400	DEC POOL MAINTENANCE	*	1,208.33	
		12/01/23 415294	202312 320-53800-46000	DEC FACILITY MAINTENANCE	*	907.67	
				VESTA PROPERTY SERVICES, INC.			4,626.00 001890
1/08/24 00006		12/31/23 JAX63950	202312 320-53800-46200	DEC LANDSCAPE MAINTENANCE	*	4,435.23	
				YELLOWSTONE LANDSCAPE			4,435.23 001891
1/23/24 00002		1/16/24 56719295	202401 330-57200-46600	JAN PEST CONTROL	*	43.68	
				BUG OUT			43.68 001892
1/23/24 00046		1/19/24 1	202401 310-51300-31300	SERIES 2005A AMORT SCHED	*	100.00	
				DISCLOSURE SERVICES			100.00 001893
1/23/24 00032		1/13/24 8468	202312 310-51300-31500	DEC GENERAL COUNSEL	*	250.50	
				KILINSKI VAN WYK, PLLC			250.50 001894
1/23/24 00031		1/11/24 73395398	202401 330-57200-34500	JAN SECURITY	*	560.00	
				VECTOR SECURITY, INC.			560.00 001895
TOTAL FOR BANK A						558,130.44	
TOTAL FOR REGISTER						558,130.44	

VWSP VILL O WESTPRT AMOSSING