

VILLAGES OF WESTPORT
Community Development District

APRIL 28, 2025

AGENDA

Villages of Westport Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.villagesofwestportcdd.com

April 21, 2025

Board of Supervisors
Villages of Westport Community Development District

Dear Board Members:

The Villages of Westport Community Development District Meeting is scheduled for **Monday, April 28, 2025 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. *Closed Session:
 - A. Vector Presentation and Recommendations Regarding Security System
 - B. Presentation from Flock Security for License Plate Reader
 - C. Phinnessee Guard Services to Provide Security Services for Pool Resurface Project
- IV. Discussion Items:
 - A. Suspension Letters
 - B. Discussion of Meeting Dates for the Remainder of Fiscal Year 2025
 - C. Amenity Center Access Requirements (form of ID)
- V. Approval of Bank Account with Truist Bank to Establish Capital Reserve Fund
- VI. Approval to Open Account with the State Board of Administration, Resolution 2025-02
- VII. Consideration of Proposals:

- A. Berger, Toombs, Elam, Gaines & Frank to Perform the Audit for Fiscal Year 2024
 - B. Florida Community Specialists Letter
 - C. C Buss for Swimming Pool Maintenance Contract
- VIII. Review of Contract with Florida Community Specialist
- IX. Ratification of Proposal from C Buss for Sand Filtration
- X. Community Projects for Board Consideration
 - A. Repair, Seal and Paint Entryway Monuments
 - Florida Certified Contractors
 - McIntyre Stucco & Painting
 - Aguilar's Plastering
 - B. Pond 6-Keniston, 1x Brush Cut
 - A.L. Dirtworks
 - North Florida Underground Utl.
 - Bachmann's Landscaping
 - C. Brightview – Community Monument Bed Enhancements-Perennials
 - D. Brightview – Amenity Center Landscape Enhancements
 - Privacy Hedge
 - Amenity Center Bed Enhancements-Perennials
 - E. Picnic Tables – (2) Replacements, (1) Additional/New Request NTE \$6,000 (made from recycled materials)
- XI. Consideration of Proposed Communication and Board Direction Policy
- XII. Consideration of Resolution 2025-03, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date to Adopt
- XIII. Brightview Update
- XIV. Staff Reports
 - A. Manager
 - B. Attorney
 - C. Operation Manager - Report
- XV. Supervisor's Request

XVI. Public Comments

XVII. Approval of Consent Agenda

A. Approval of the Minutes of the January 27, 2025 Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending February 28, 2025

C. Assessment Receipt Schedule

D. Approval of Check Register

XVIII. Next Scheduled Meeting – July 28, 2025 @ 5:30 p.m. @ Highlands Regional
Library

XIX. Adjournment

** Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.071(3)(a) and Section 286.0113(1) of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*

SIXTH ORDER OF BUSINESS

RESOLUTION 2025-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT AUTHORIZING
INVESTMENT OF FUNDS IN THE LOCAL GOVERNMENT
SURPLUS FUNDS TRUST FUND**

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

WHEREAS, the District from time to time has funds on hand in excess of current needs; and

WHEREAS, it is in the best interest of the District and its inhabitants that funds be invested to return the highest yield consistent with proper safeguards;

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

SECTION 1. That the District Manager or his/her designee, be, and he/she is hereby authorized to transmit such funds to the State Board of Administration to be invested according to applicable laws of the State of Florida consistent with the needs of Villages of Westport Community Development District. Such authorization includes authority to withdraw funds from the State Board of Administration by giving timely notice and appropriate confirmation.

SECTION 2. That this Authorization shall be continuing in nature until revoked by Villages of Westport Community Development District.

PASSED AND ADOPTED this 28th day of April, 2025.

ATTEST:

**VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
District Manager

Chairman

SEVENTH ORDER OF BUSINESS

A.



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

October 21, 2024

Villages of Westport Community Development District
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

The Objective and Scope of the Audit of the Financial Statements

You have requested that Berger, Toombs, Elam, Gaines and Frank ("we") audit Villages of Westport Community Development District's, (the "District"), governmental activities and each major fund as of and for the year ended September 30, 2024, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2024.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The Responsibilities of the Auditor

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA



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- Consider the entity's system of internal control in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit unless they are inconsequential.

We will maintain our independence in accordance with the standards of the American Institute of Certified Public Accountants and Generally Accepted Governmental Auditing Standards.



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The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparation of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;
 - c. Additional information that we may request from management for the purpose of the audit; and



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- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this Engagement Letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of Villages of Westport Community Development District's financial statements. Our report will be addressed to the Board of Supervisors of Villages of Westport Community Development District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may necessary for us to modify our opinion, or add an emphasis-of-matter paragraph or other-matter paragraph to our auditor's report.

If circumstances arise relating to the condition of the District's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgement, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including, but not limited to, declining to express an opinion or issue a report, or withdrawing from the engagement.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Darin Mossing. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.



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Other Relevant Information

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report has been provided to you, for your information.

Accounting Services

In connection with our audit, you have requested us to draft the financial statements.

Darin Mossing, District Manager, will oversee the service, make all significant judgments that are the proper responsibility of management, evaluate the adequacy of the service, make an informed judgment about the results of the service, and accept responsibility for them. You also agree to establish and maintain internal control over the service, including ongoing monitoring activities. At the conclusion of our audit, we will ask you to provide written representations to that effect.

Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2024, will not exceed \$4,625, unless the scope of the engagement is changed, the assistance which Villages of Westport Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. An optional one-year renewal is available if mutually agreed upon by Berger, Toombs, Elam, Gaines, and Frank and Villages of Westport Community Development District.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank. For the purposes of this Engagement Letter, the term "Audit Documentation" shall mean the confidential and proprietary records of Berger, Toombs, Elam, Gaines, & Frank's audit procedures performed, relevant audit evidence obtained, other audit-related workpapers, and conclusions reached. Audit Documentation shall not include custom-developed documents, data, reports, analyses, recommendations, and deliverables authored or prepared by Berger, Toombs, Elam, Gaines, & Frank for the District under this Engagement Letter, or any documents belonging to the District or furnished to Berger, Toombs, Elam, Gaines, & Frank by the District.

Review of Audit Documentation by a successor auditor or as part of due diligence is subject to applicable Berger, Toombs, Elam, Gaines, & Frank policies, and will be agreed to, accounted for and billed separately.



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Any such access to our Audit Documentation is subject to a successor auditor signing an Access and Release Letter substantially in Berger, Toombs, Elam, Gaines, & Frank's form. Berger, Toombs, Elam, Gaines, & Frank reserves the right to decline a successor auditor's request to review our workpapers.

In the event we are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Villages of Westport Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this Engagement Letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because we will rely on the District and its management and Board of Supervisors to discharge the foregoing responsibilities, the District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of the District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Villages of Westport Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



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Termination

Either party hereto may terminate this Engagement Letter for any reason upon fifteen (15) days' prior written notice to the other party. In the event the District terminates this engagement, the District will pay us for all services rendered, expenses incurred, and noncancelable commitments made by us on the District's behalf through the effective date of termination.

Either party may terminate this Engagement Letter upon written notice if: (i) circumstances arise that in its judgment cause its continued performance to result in a violation of law, a regulatory requirement, applicable professional or ethical standards, or in the case of Berger, Toombs, Elam, Gaines, & Frank, our client acceptance or retention standards; or (ii) if the other party is placed on a Sanctioned List, or if any director or executive of, or other person closely associated with such other party or its affiliate, is placed on a Sanctioned List.

We will not be responsible for any delay or failure in our performance resulting from acts beyond our reasonable control or unforeseen or unexpected circumstances, such as, but not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics, or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At the District's option, the District may terminate this Engagement Letter where our service are delayed more than 120 days; however, the District is not excused from paying to us for all amounts owed for services rendered and deliverables provided prior to the termination of this Engagement Letter.

The parties agree that those provisions of this Engagement Letter which, by their context, are intended to survive, including, but not limited to, payment, limitations on liability, claim resolution, use and ownership, and confidentiality obligations, shall survive the termination of this Engagement Letter.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam
Gaines + Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:



6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

November 30, 2022

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.



Bodine Perry

(BERGER_REPORT22)

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT DISTRICT
(DATED OCTOBER 21, 2024)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**GMS-NF, LLC
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
TELEPHONE: 407-841-5524**

Auditor: J.W. Gaines

District: Villages of Westport CDD

By: _____



By: _____

Title: Director

Title: _____

Date: October 21, 2024

Date: _____

B.

Howard McGaffney

President/Owner

Florida Community Specialists, LLC.

Howard@FLCSPEC.com



Villages of Westport CDD

RE: FCS Revised Proposal for Consideration

April 17, 2025

Dear Villages of Westport CDD Board of Supervisors,

I am pleased to submit this letter to offer my operations management services to the Villages of Westport Community Development District.

Over the past 6 months, I have helped the District and Board by improving on the detail-oriented, and results-driven approach to the Operations Management of your community. I have had time to re-evaluate the level of services and my recommendations for future operations management.

Since FCS has taken over onsite operations have improved significantly, and communications are occurring regularly to keep you well informed. I have implemented weekly email updates, monthly work order reports and frequent photo documentation of operations activities.

Without sacrificing great results, I would like to request an amendment to the agreement to remove the \$12,000 annual “general maintenance or contracted services” portion from my agreement, as well as the \$12,000 Pool Maintenance. As seen prior to FCS, your community requires a strong-handed and experienced approach to vendor management. The greatest value I bring and can offer your community is to continue with ensuring excellent vendor management and coordinating projects. I will continue to serve you providing necessary administrative support, emails, phone correspondence, soliciting proposals and meeting with vendors. I will attend board meetings, provide weekly email updates, as well as monthly work order reports that include photos and actionable proposals with options for consideration.

The biggest opportunity facing the community is funding amenity repairs, field repairs, irrigation repairs and building reserves for larger projects. I have provided many updates regarding projects to include repairs to entryway monuments, repairing/sealing and painting the exterior of the amenity center. There will be a need to invest in new picnic tables, pool furniture, sidewalk concrete replacement, basketball court and parking lot resurfacing, as well as more irrigation repairs and other landscape enhancements.

I have secured a proposal from CBUSS Enterprises for 3x week Pool Maintenance for \$800/month for pool maintenance, compared to my price of \$1,000 a month. CBUSS is very familiar with your pools, having done all the licensed repair work on the pump and motor, and currently they are resurfacing your pool. It would be my strong recommendation to contract them to do the regular maintenance.

My revised proposal for Operations Management and Janitorial Services would include continued being on-site once a week to ensure the highest standards in managing the District's onsite service contracts, continuing with the use of the workorder system, checklists, and scorecards. Janitorial Services would be provided 3x per week, to include the cleaning of the fitness center, restrooms, washing of windows, wiping down tables, picking up trash around the amenity center 3x week, and along Braddock Rd. 1x week. The annual cost for Operations Management is \$24,000, the annual cost for Janitorial Services is \$8,000, for a total of \$32,000.

If the District Board of Supervisors approves the changes outlined in this letter, those changes would reduce contractual costs by \$8,600, which could be used to more adequately fund the irrigation repairs expense line in your budget, or be used to buy new picnic tables, repair concrete, or even fund landscape enhancements like reintroducing quarterly annual flower rotations at all the entryway monuments.

Overall, the landscape and pond maintenance have improved dramatically, many of the deferred repairs to the irrigation system have been made, the pool equipment has been repaired to a safe and acceptable manner, landscape enhancements are being presented at the April meeting, and information is being provided more frequently and provides more details.

I understand the importance of continuing with the progress that has been made. I would enjoy the opportunity to continue bringing my attention to detail, a high level of dedication and professionalism to your community through a revised scope of services. It has been a pleasure to serve the Board and residents of the Villages of Westport CDD.

Thank you for considering my services.

Very Respectfully,



Howard "Mac" McGaffney
President
Florida Community Specialists

C.



904.710.8161
clayton@cbussenterprises.com
www.cbussenterprises.com
152 Lipizzan Trail
Saint Augustine, FL 32095

March 14, 2025

Villages of Westport CDD
c/o Governmental Management Services
6702 Sandle Dr
Jacksonville, FL 32219

COMMERCIAL SWIMMING POOL MAINTENANCE CONTRACT

MAINTENANCE COST:

C. Buss Enterprises agrees to provide swimming pool maintenance for Villages of Westport CDD community pool for a total of **\$800.00 per month. CHEMICALS NOT INCLUDED.**
Hourly Rate for repairs \$125. Extra Service Visits \$90. Code Brown \$225.

SCHEDULE:

Maintenance shall be performed three (3) days per week April 15th through September 15th, two (2) days per week September 16th through April 14th.

On Call: 24/7

SCOPE OF WORK:

Check water quality and fill out log sheet as required by FL Code Chapter 64E-9 per visit.

Manually skim, brush, vacuum and clean tile as necessary.

Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance.

Operate filtration and recirculation system, cleaning when necessary. Maintain pool at proper water level. Check all valves for leaks, all bolts for snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, maintain proper flow rates, and equipment in clean condition.

TERMS:

All chemicals to perform the above maintenance plus, any chemicals required for special treatment of stains, metals sequestering, foam removal, oil removal, phosphate and nitrate removal, mustard and black algae treatment, and superchlorination **shall be provided only by the service contractor, used as needed and billed.**

The Service Contractor shall not be responsible for any existing damage or stains to the swimming pool or deck finish; or equipment damage due to sump pump failure.

Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to same in written form properly executed.

Starting Date:_____

Contractor: *Clayton Buss*

Purchaser:_____

Title: President

Title:_____

Date: March 14, 2025

Date:_____

NINTH ORDER OF BUSINESS

ESTIMATE

C Buss Enterprises Inc
152 Lipizzan Trl
Saint Augustine, FL 32095-8512

clayton@cbussenterprises.com
+1 (904) 710-8161
www.cbussenterprises.com



Bill to
Villages of Westport
6702 Sandle Dr
Jacksonville, FL 32219

Estimate details
Estimate no.: 1160
Estimate date: 04/08/2025

#	Product or service	Description	Qty	Rate	Amount
1.	POOL PARTS	LATERAL 34" HORIZONTAL AND 30"-36" VERTICALS	52	\$20.45	\$1,063.40
2.	POOL PARTS	AFM NG DRINKING WATER GRADE #1 GLASS MEDIA, .45MM, 55LB BAG, PER EACH	34	\$77.85	\$2,646.90
3.	POOL PARTS	AFM NG DRINKING WATER GRADE #2 GLASS MEDIA, 1.1MM, 55LB BAG, PER EACH	16	\$77.85	\$1,245.60
4.	POOL PARTS	AFM DRINKING WATER GRADE #3 GLASS MEDIA, 2.1MM, 55LB BAG, (UNDERBED) PER EACH	16	\$77.85	\$1,245.60
5.	POOL PARTS	NATIONAL GASKET MATERIAL, MANWAYS AND STRAINERS, PER FOOT	12	\$18.70	\$224.40
6.	LABOR	INSTALLATION/REPAIR LABOR, PER TANK	2	\$2,000.00	\$4,000.00

Total \$10,425.90

Note to customer
LATERAL AND MEDIA CHANGE FOR FILTER MODEL NFS-34-100-153T

Accepted date Accepted by

TENTH ORDER OF BUSINESS

A.



Proposal

Date	Estimate #
12/11/2024	13753

1785 Lakeside Avenue
St. Augustine, Fla 32084

Office: 904.824.2301
Email: info@fccbuilders.com
www.FccBuilders.com

Licenses
FL General #CGC1531907
GA General #GCCO008365
Building #CBC1255351
Roofing #CCC1332589
Mold #MRSR1173 & MRSA 1000

Proposal Prepared For:
Villages of Westport 6702 Sandle Dr Jacksonville, FL 32219 Howard@flcspec.com (904) 386-0186

P.O. No.	Project		
	Entrance Sign Repairs		
Description	Qty	Cost	Total
Entrance Sign Texture Repairs & Paint at 3 Locations A. Perimeter Wall Repairs A1. Stucco Texture Repair, Approx. 5 SF *grind and remove existing texture from stucco along crack *apply synthetic stucco base to cracks *apply new fiberglass mesh along crack joint *apply new texture to match existing as closely as possible A2. Cracks and Sealant's - All *Fill any cracks over 1/8" with Dymonic FC polyurethane sealant *All cracks below 1/8" SW elastomeric stucco patch *Seal perimeter of all protrusions, plan changes, abutments & dissimilar materials with Dowsil Paintable Polyurethane sealant Coatings A3. Preparation Clean surface with pressure washer to remove all loose dirt, and paint *apply rust destroyer inhibitor to all ferrous metals prior to paint application A4. Coatings *Apply 1 coats of Sherwin Williams Loxon XP to match existing *Apply 1 coats of Sherwin Williams Latitude to match existing Bid Qualifications: *Owner to provide water and power for work site *all landscaping regardless if effected by construction to be repaired / replaced by owner and is not included in bid *all additional work to be an additional charge		7,980.00	7,980.00
Total			

Phone #	Fax #
904-824-2301	9048242302

Fcc/ Rep Signature: _____ Date: ____/____/____

Owner Signature: _____ Date: ____/____/____



Proposal

Date	Estimate #
12/11/2024	13753

1785 Lakeside Avenue
St. Augustine, Fla 32084

Office: 904.824.2301
Email: info@fccbuilders.com
www.FccBuilders.com

Licenses
FL General #CGC1531907
GA General #GCCO008365
Building #CBC1255351
Roofing #CCC1332589
Mold #MRSR1173 & MRSA 1000

Proposal Prepared For:
Villages of Westport 6702 Sandle Dr Jacksonville, FL 32219 Howard@flcspec.com (904) 386-0186

P.O. No.	Project		
	Entrance Sign Repairs		
Description	Qty	Cost	Total
All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from the Specifications listed above involving extra cost will be executed only upon written order and will become an extra charge(s) over and above the estimate. All Equipment, tools & scaffold will be supplied in order to complete the job in a safe and timely manner. Cancellation of contract may incur administrative and material fees. Quote is good for 30 days.			
Total			\$7,980.00

Phone #	Fax #
904-824-2301	9048242302

Fcc/ Rep Signature: _____ Date: ____/____/____

Owner Signature: _____ Date: ____/____/____

PROPOSAL

MCINTYRE STUCCO & PAINTING LLC

STUCCO AND PAINTING PROFESSIONALS

915 B 9TH AVENUE SOUTH

DATE January 27, 2025

FILE FCS-VILLAGES-WP-MONUMENT-SIGNS JACKSONVILLE BEACH , FLORIDA 32250

OFFICE 904 249-3049

OWNER FLORIDA COMMUNITY SPECIALISTS

MOBILE 904-386-8105

MAC MCGAFFNEY

www.stuccojacksonville.com

JOB DEVISTON, KENISTON & CRESTON & MAIN SIGN

ADDRESS 6702 SANDLE RD 904-386-0186 HOWARD@FLCSPEC.COM

		QUANTITY	PRICE	TOTAL
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TYPE : EXTERIOR & INTERIOR PAINT/ PRESSURE WASH

DEVISTON ENTRY MONUMENT & SIGN

1	PAINT STUCCO- 2 CT SW LOXON XP	1	\$1,100.00	\$1,100.00
2	PAINT WOOD SIGN- 2 CTS SW SUPER SAIN	1	\$1,200.00	\$1,200.00
	<u>STUCCO REPAIR</u>			
3	REPAIR DINGS AND HOLES	1	\$500.00	\$500.00
				\$2,800.00

KENISTON ENTRY MONUMENT & SIGN

1	PAINT STUCCO- 2 CT SW LOXON XP	1	\$800.00	\$800.00
2	PAINT WOOD SIGN- 2 CTS SW SUPER SAIN	1	\$800.00	\$800.00
	<u>STUCCO REPAIR</u>			
3	REPAIR DINGS AND HOLES	0	\$0.00	\$0.00
				\$1,600.00

CRESTON ENTRY MONUMENT & SIGN

1	PAINT STUCCO- 2 CT SW LOXON XP	1	\$800.00	\$800.00
2	PAINT WOOD SIGN- 2 CTS SW SUPER SAIN	1	\$800.00	\$800.00
	<u>STUCCO REPAIR</u>			
3	REPAIR DINGS AND HOLES	0	\$0.00	\$0.00
				\$1,600.00

VILLAGES OF WEST POINT MONUMENT & SIGN

1	PAINT STUCCO- 2 CT SW LOXON XP	1	\$1,600.00	\$1,600.00
2	PAINT WOOD SIGN- 2 CTS SW SUPER SAIN	0	\$0.00	\$0.00
	<u>STUCCO REPAIR</u>			
3	REPAIR DINGS AND HOLES	1	\$800.00	\$800.00
				\$2,400.00

TOTAL	\$12,000.00
--------------	--------------------

MCINTYRE STUCCO & PAINTING LLC

CUSTOMER

DATE

Estimate



02/18/2025

Aguilar's Plastering Inc
1519 Ida Street
Jacksonville, Florida, 32208
(904)-801-7147
aguilarsplasteringinc@gmail.com

Bill To

Howard "Mac" McGaffney
6702 Sandler Dr, Jacksonville FL 32219
Howard@flcspec.com
(904) 386-0186

DESCRIPTION	QTY	TOTAL
1. Repair the stones that have fallen at the three entrances to the colonies. 2. Repair damaged stucco at the same entrances.. 3. Pressure wash all the entrances and paint with Sherwin Williams Loxon XP paint.	1	

- **Materials and labor included.**
- **10 year warranty offered.**

Amount \$4,200.00
Total=

\$4,200.00

B.

ESTIMATE

AL Dirtworks, LLC
5128 Gracewood Ln
Saint Augustine, FL 32092

AL.Dirtworks2022@gmail.com
+1 (904) 826-5667



Bill to
Villages of Westport CDD

Estimate details

Estimate no.: 1049
Estimate date: 02/09/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Mowing	Brush mowing around retention pond	1	\$1,650.00	\$1,650.00
Total						\$1,650.00

Accepted date

Accepted by

North Florida Underground Utilities, LLC.

287 Whisper Ridge Dr
St. Augustine, FL. 32092

Feb 4, 2025

Howard,

North Florida Underground is pleased to quote the Pond Bank clean up at Villages of Westport.

- Mow or grind debris on pond maintenance R/W and slope.

Total Proposal Amount

\$1,800.00

Exclusions: Permits, Bonds

Thanks again for this opportunity, if you have any questions, please call Jimmy Miller at 904-233-1399.

Sincerely,

James A. Miller

ESTIMATE



Prepared For

Villages of Westport CDD
12373 Cadley Circle, Jacksonville, Fl. 32094
Jacksonville , Fl
(904) 386-0186

Bachmann's Landscaping By Deign

1591 Pleasant Park Dr East
Jacksonville, Florida 32225
Phone: (904) 778-5778
Email: bachmannlbd@gmail.com
Web: www.bachmannslandscapingbydesig.com

Estimate # 90

Date 02/05/2025

Description

property maintenance

property maintenance

Clean pond bank from all overgrowth and vegetation.
All down foliage will be mulched to expose the trail around the pond.
Approximately 1 day to complete project with our services.

Subtotal	\$3,075.00
<hr/>	
Total	\$3,075.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

Dylan Bachmann

Villages of Westport CDD

C.

Proposal for Extra Work at Villages of Westport CDD

Property Name	Villages of Westport CDD	Contact	Howard McGaffney
Property Address	475 W Town PI Ste 114 St Augustine, FL 32092	To	Villages of Westport CDD
		Billing Address	475 W Town PI Ste 114 St Augustine, FL 32092

Project Name Enhancements at Monument Signs

Project Description Enhancements at Monument Signs

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
LEFT ENTRANCE WALL AT DEVINSTON				Subtotal \$1,249.14
3.00	CUBIC YARD	Enriched Soil Added	\$199.61	\$598.83
1.00	LUMP SUM	Removal of remaining Rose Bush and clean up misc ground cover debris	\$80.17	\$80.17
25.00	EACH	Pink Muhly Grass, 3g. - Installed throughout entire area in front of wall	\$22.81	\$570.14
MAIN VILLAGES OF WESTPORT MONUMENT SIGN ON BRADDOCK				Subtotal \$2,513.62
1.00	LUMP SUM	Removals of remaining low ground cover - trim Wax Myrtle Tree/Bush on left way down (Sides as well) to similar size of the one on right side. Haul Away Debris	\$240.50	\$240.50
6.00	CUBIC YARD	Enriched Soil Added to areas where material was removed and front and rear tips	\$199.61	\$1,197.67
35.00	EACH	Pink Muhly Grass, 3g. - 33 Installed in bare area and 2 added to existing bare area at right side	\$22.81	\$798.20
30.00	EACH	Variegated Liriope "Aztec"- 1g. - Installed on right and left sides of bed, in front of existing Wax Myrtle Bush - 15 on each side	\$9.24	\$277.25
KENISTON MONUMENT SIGN				Subtotal \$1,039.57
1.00	LUMP SUM	Removals and disposal of Rose Bush, Society Garlic - Leaving Existing Muhly (Trimmed Down) and other hedge material	\$0.00	\$0.00
2.00	CUBIC YARD	Enriched Soil Added - Added to low areas	\$199.61	\$399.22
22.00	EACH	Pink Muhly Grass, 3g. - Installed in bare areas, including down center in between hedge material	\$22.81	\$501.72
15.00	EACH	Green Liriope "Super Blue"- 1g. - Installed at front tip of island in front of no trespassing sign - half moon shape	\$9.24	\$138.63
CRESTON MONUMENT SIGN				Subtotal \$1,143.24
1.00	LUMP SUM	Removals and disposal of Rose Bush, Society Garlic - Leaving Existing Muhly (Trimmed Down), Juniper and other hedge material	\$240.50	\$240.50
2.00	CUBIC YARD	Enriched Soil Added to areas where material was removed and front tip	\$199.61	\$399.22

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

Proposal for Extra Work at Villages of Westport CDD

16.00	EACH	Pink Muhly Grass, 3g. - Installed - Filling into bare areas, center as well if empty and 1 at rear tip of island by Juniper	\$22.81	\$364.89
15.00	EACH	Green Liriope "Super Blue"- 1g. - Installed at front tip of island in front of no trespassing sign - in half moon shape	\$9.24	\$138.63
DEVINSTON MONUMENT SIGBN			Subtotal	\$3,236.20
1.00	LUMP SUM	Removals of Azalea Bush (44), Rose Bush (4)	\$320.67	\$320.67
5.00	CUBIC YARD	Enriched Soil Added to areas where material was removed and front and rear tips	\$199.61	\$998.06
78.00	EACH	Pink Muhly Grass, 3g. - Installed where removals were, 30 on left side (as you enter) and 40 on right side with 5 down the middle at wide section where empty - Also 3 at rear tip ONLY REMOVE JUNIPER IF A TINY PLANT HERE AND THERE - NOT LARGE SECTIONS	\$22.81	\$1,778.84
15.00	EACH	Green Liriope "Super Blue"- 1g. - Installed at Front Tip of Island Entrance	\$9.24	\$138.63

For internal use only

SO# 8580431
JOB# 346100627
Service Line 130

Total Price \$9,181.77

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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

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

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

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

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

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

Customer

		PM
Signature	Title	
Howard McGaffney	January 08, 2025	
Printed Name	Date	

BrightView Landscape Services, Inc. "Contractor"

		Account Manager
Signature	Title	
Robin Brown-cilliers	January 08, 2025	
Printed Name	Date	

Job #:	346100627		
SO #:	8580431	Proposed Price:	\$9,181.77

D.

Proposal for Extra Work at Villages of Westport CDD

Property Name	Villages of Westport CDD	Contact	Howard McGaffney
Property Address	475 W Town PI Ste 114 St Augustine, FL 32092	To	Villages of Westport CDD
		Billing Address	475 W Town PI Ste 114 St Augustine, FL 32092

Project Name Privacy Hedge - Outside Pool Perimeter

Project Description Privacy Hedge for Perimeter Outside of Pool Fence

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Removals and disposal of existing Juniper on Parking Lot Side and Basketball Court Side - outside of fence where new Holly will be planted.	\$841.75	\$841.75
5.00	CUBIC YARD	Enriched Soil Added where Juniper were removed - 2-1/2 cy to each side to fill in and provide nutrients.	\$199.61	\$998.06
105.00	EACH	Privacy Hedge for Perimeter Outside of Pool Fence - (Parking Lot Side, Basketball Side, Behind PVC Pool Equipment Fence, Left and Right of Front Entrance to Amen Ctr. - Dwarf Burford Holly, 3g. - Roughly 315 lf - Installed 3' Apart	\$24.00	\$2,519.99

For internal use only

SO# 8580421
JOB# 346100627
Service Line 130

Total Price \$4,359.80

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

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:

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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 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

PM

Signature Title

Howard McGaffney

January 06, 2025

Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager

Signature Title

Robin Brown-cilliers

January 06, 2025

Printed Name Date

Job #: 346100627

SO #: 8580421

Proposed Price: \$4,359.80

Proposal for Extra Work at Villages of Westport CDD

Property Name	Villages of Westport CDD	Contact	Howard McGaffney
Property Address	475 W Town PI Ste 114 St Augustine, FL 32092	To	Villages of Westport CDD
		Billing Address	475 W Town PI Ste 114 St Augustine, FL 32092

Project Name Removals and Install in Areas to left and right front of Amenity Cntr

Project Description Removals and Installs in Areas to left and right front of Amenity Cntr

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Removals of existing misc. material to the right and left sides of entrance gate into pool/amenity center - Disposal Included	\$193.33	\$193.33
25.00	EACH	Pink Muhly Grass 3g. Installed - Left side of Amenity Center	\$22.81	\$570.14
35.00	EACH	Pink Muhly Grass 3g. Installed - Right side of Amenity Center	\$22.81	\$798.20
180.00	BAG	Mulch - Medium Pine Bark Nuggets installed both sides of Amenity Center Front	\$14.16	\$2,549.00

For internal use only

SO# 8551155
JOB# 346100627
Service Line 130

Total Price \$4,110.67

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

E.

RECYCLED PLASTIC PICNIC TABLES



Enlarge & Video

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
 - Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks pre-drilled for easy assembly.
 - Hex - Best selling picnic table.
 - ADA Hex - Accommodates 1 wheelchair and 4 adults.
- Rectangle - Convenient walk-through design.
 - A-Frame - Classic picnic table style.
 - Mounting hardware sold separately.

RECYCLED PLASTIC PICNIC TABLES

CedarBrownGreenGray

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	3+	
H-2560	46" Hex	72 x 72 x 30"	250	\$1,295	\$1,245	Specify Color
H-6575	46" ADA Hex	61 x 72 x 30"	210	1,285	1,235	Specify Color
H-2561	6' Rectangle	72 x 61 x 30"	310	1,225	1,175	Specify Color
H-2562	8' Rectangle	96 x 61 x 30"	350	1,345	1,295	Specify Color
H-2563	6' A-Frame	72 x 61 x 30"	260	1,275	1,225	Specify Color
H-2564	8' A-Frame	96 x 61 x 30"	350	1,420	1,370	Specify Color

DROP SHIPS IN 1 TO 2 DAYS FROM KS UNASSEMBLED VIA MOTOR FREIGHT

MOUNTING HARDWARE FOR RECYCLED PLASTIC PICNIC TABLES

MODEL NO.	DESCRIPTION	FITS	PRICE EACH	ADD TO CART	
H-2565	Mounting Hardware	Rectangle Tables	\$28	<input type="text" value="1"/>	ADD
H-6681		Hex and A-Frame Tables		<input type="text" value="1"/>	ADD

DROP SHIPS IN 2 DAYS

ELEVENTH ORDER OF BUSINESS

Villages of Westport Community Development District Board of Supervisors' Communication and Staff Direction Policy

The Board of Supervisors ("Board") of the Villages of Westport Community Development District ("District") here by adopts this Communication and Staff Direction Policy ("Policy") on _____, 2025 to provide sound policy direction to District staff between Board meetings regarding District staff responsibility.

- I. COMMUNICATION POLICY.** The District Manager (unless such information is more appropriate to come from another member of District staff) shall be responsible for communicating significant updates and information to the entire Board of Supervisors between Board meetings. Significant updates and information shall mean information that impacts or informs upcoming Board decisions and information that impacts the health, safety or welfare of the District, its residents/landowners or District assets. It shall not mean inconsequential or routine business matters that happen between Board meetings.
- II. STAFF DIRECTION POLICY.** The Board recognizes that District staff is responsible to the Board, which is made up of five unique elected supervisors ("Supervisors"). There may be times when staff receives direction that is either (a) inconsistent with direction given by the Board via motion or general Board direction at a meeting or, (b) was not subject to Board discussion, motion or direction but such direction is requiring staff to "choose" whose direction to follow when such direction is inconsistent with other Supervisor direction. Accordingly, to encourage efficient District operations and prevent inefficient use of staff resources and time, it is the policy of the District's Board that:

 - A.** Staff shall not be required to expend District funds or resources in furtherance of activities directed by one or more Supervisors if such request is inconsistent with, or unsupported by, a majority of Board consent; and
 - B.** If District staff is directed to provide services or incur costs, and such direction is inconsistent with, or beyond the scope of, prior official Board action, policy, or directive, staff shall delay providing these services or incurring these costs until the Board thoroughly considers the services or costs at the next Board meeting, and votes and provide official direction to District staff.

This Policy shall not serve as an obstacle to efficient District operations or impede District staff from conducting routine business and operational practices for the benefit of the District.

Supervisors represent the District in a positive and supportive manner, which includes supporting actions of the Board even when a single Supervisor personally did not support the action taken and this Policy provides the direction to staff that in the event there is inconsistent direction given by one or more Supervisors, this Policy shall control.

TWELFTH ORDER OF BUSINESS

RESOLUTION 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Villages of Westport Community Development District (“**District**”) prior to June 15, 2025, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2026 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2025

HOUR: _____

LOCATION: Highlands Regional Library
1826 Dunn Avenue
Jacksonville, FL 32218

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Duval County, Florida at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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

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

PASSED AND ADOPTED THIS 28TH DAY OF APRIL 2025.

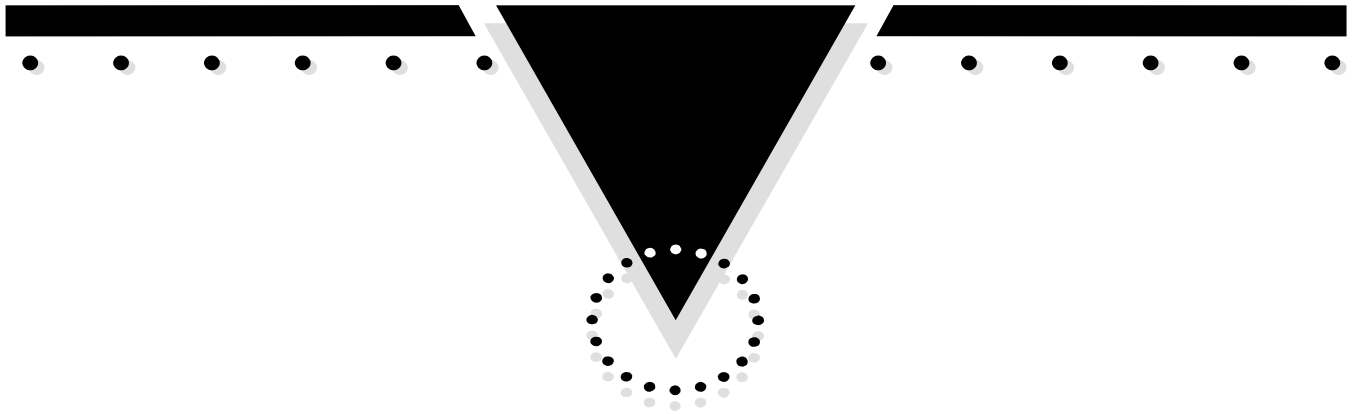
ATTEST:

**VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget for Fiscal Year 2026



Villages of Westport Community Development District

**Proposed Budget
FY 2026**



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8-9	<hr/> Special Assessment Bonds Series 2005A

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

Description	Adopted Budget FY 2025	Actual Thru 03/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
Revenues					
Maintenance Assessments - Tax Roll	\$ 430,996	\$ 426,259	\$ 4,737	\$ 430,996	\$ 490,692
Maintenance Assessments - Direct	\$ 59,696	\$ 59,697	\$ -	\$ 59,697	\$ -
Interest Income	\$ -	\$ 3,162	\$ 5,407	\$ 8,569	\$ 4,000
Miscellaneous Income	\$ -	\$ 940	\$ -	\$ 940	\$ -
Transfer In	\$ -	\$ 254,599	\$ -	\$ 254,599	\$ 7,000
Total Revenues	\$ 490,692	\$ 744,657	\$ 10,144	\$ 754,801	\$ 501,692

Expenditure

Administrative					
Supervisor Fees	\$ 4,800	\$ 1,600	\$ 2,400	\$ 4,000	\$ 4,800
Engineering	\$ 5,000	\$ 2,670	\$ 2,500	\$ 5,170	\$ 6,000
Arbitrage	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Assessment Roll	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,300
Dissemination	\$ 3,000	\$ 1,500	\$ 1,500	\$ 3,000	\$ 3,180
Amortization Schedule	\$ -	\$ 500	\$ -	\$ 500	\$ 530
Attorney	\$ 17,500	\$ 29,736	\$ 34,692	\$ 64,428	\$ 25,000
Annual Audit	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Trustee Fees	\$ 3,720	\$ 3,717	\$ -	\$ 3,717	\$ 3,720
Management Fees	\$ 40,903	\$ 20,451	\$ 20,454	\$ 40,905	\$ 43,362
Information Technology	\$ 1,800	\$ 900	\$ 900	\$ 1,800	\$ 1,908
Website	\$ 1,200	\$ 600	\$ 600	\$ 1,200	\$ 1,272
Telephone	\$ 1,250	\$ 86	\$ 86	\$ 172	\$ 1,250
Postage	\$ 250	\$ 308	\$ 308	\$ 616	\$ 650
Printing & Binding	\$ 150	\$ 95	\$ 95	\$ 190	\$ 150
Insurance-Liability	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ 9,900
Legal Advertising	\$ 1,500	\$ 90	\$ 750	\$ 840	\$ 1,500
Other Current Charges	\$ 1,000	\$ 325	\$ 300	\$ 625	\$ 1,000
Office Supplies	\$ 100	\$ 2	\$ 50	\$ 52	\$ 100
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 102,348	\$ 76,755	\$ 70,635	\$ 147,390	\$ 115,797

Field Operations

Common Area:					
Field Services	\$ 19,200	\$ 9,371	\$ 9,324	\$ 18,695	\$ 24,000
Landscape Maintenance	\$ 54,517	\$ 36,912	\$ 36,912	\$ 73,824	\$ 75,000
Landscape Contingency	\$ -	\$ 3,765	\$ 2,500	\$ 6,265	\$ 6,500
Irrigation Repairs	\$ 2,500	\$ 6,507	\$ 2,500	\$ 9,007	\$ 9,000
Lake Maintenance	\$ 14,516	\$ 8,301	\$ 8,892	\$ 17,193	\$ 17,000
Repairs and Maintenance	\$ 7,000	\$ 12,983	\$ 12,983	\$ 25,966	\$ 15,000
Contingency	\$ 8,000	\$ -	\$ 4,000	\$ 4,000	\$ 8,000
Total Common Area	\$ 105,733	\$ 77,839	\$ 77,111	\$ 154,950	\$ 154,500

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

Description	Adopted Budget FY 2025	Actual Thru 03/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<u>Amenity Center</u>					
Facility/Pool Attendants	\$ 40,000	\$ 574	\$ 39,426	\$ 40,000	\$ 40,000
Janitorial	\$ 10,920	\$ 4,077	\$ 5,460	\$ 9,537	\$ 8,000
Pool Maintenance	\$ 18,000	\$ 26,710	\$ 6,000	\$ 32,710	\$ 9,600
Pool Chemicals	\$ -	\$ -	\$ -	\$ -	\$ 8,400
Pool Permits	\$ 400	\$ -	\$ 400	\$ 400	\$ 400
Utilities - Water/Electric	\$ 45,000	\$ 17,866	\$ 17,866	\$ 35,732	\$ 45,000
Trash	\$ 200	\$ 179	\$ -	\$ 179	\$ 200
Pest Control	\$ 550	\$ 282	\$ 282	\$ 564	\$ 600
Irrigation Repair	\$ 3,000	\$ -	\$ 1,500	\$ 1,500	\$ 3,000
Insurance - Property	\$ 7,885	\$ 7,716	\$ -	\$ 7,716	\$ 8,674
Telephone	\$ 1,500	\$ 928	\$ 789	\$ 1,717	\$ 1,500
Access Control	\$ 1,700	\$ 544	\$ 544	\$ 1,088	\$ 1,700
Community Events	\$ -	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Security Camera System/Monitoring	\$ 7,056	\$ 7,056	\$ 3,360	\$ 10,416	\$ 10,000
Facilities Maintenance - Contracted	\$ 12,000	\$ 5,908	\$ 6,000	\$ 11,908	\$ 12,360
Holiday Décor	\$ -	\$ 2,331	\$ -	\$ 2,331	\$ 2,500
Repairs and Maintenance - Amenity	\$ 9,400	\$ -	\$ 5,000	\$ 5,000	\$ 15,000
Dues & Licenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Amenity	\$ 157,611	\$ 74,171	\$ 86,627	\$ 160,798	\$ 191,934
<u>Other</u>					
Capital Reserve	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 39,461
First Quarter Operating Capital	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Total Other	\$ 125,000	\$ -	\$ 25,000	\$ 25,000	\$ 39,461
Total Maintenance	\$ 388,344	\$ 152,010	\$ 188,738	\$ 340,748	\$ 385,895
Total Expenditures	\$ 490,692	\$ 228,765	\$ 259,373	\$ 488,138	\$ 501,692
Excess Revenues (Expenditures)	\$ -	\$ 515,892	-\$ 249,229	\$ 266,663	\$ -

	<u>FY25</u>	<u>FY26</u>	<u>Variance</u>
Net Assessments	\$ 490,692	\$ 490,692	-\$ 0
Collection Fees (7.5%)	\$ 39,786	\$ 39,786	-\$ 0
Gross Assessments	<u>\$ 530,478</u>	<u>\$ 530,478</u>	<u>-\$ 0</u>
No of Assessable Units	767	767	-
Net Assessment Per Unit	\$ 640	\$ 640	\$ (0)
Gross Assessment Per Unit (Includes 7.5% Collection Cost)	\$ 692	\$ 692	\$ (0)
Tax Roll Units	748		
Direct Units	<u>0</u>		
Total	748		

Villages of Westport

Community Development District

GENERAL FUND BUDGET

REVENUES:

Assessments

The District will levy a non-ad valorem special assessment and on taxable property and unplatted lots within the District to fund general operating and maintenance expenditures for the Fiscal Year.

Interest Income

Represents estimated interest earnings from cash balances in the District's operating account with City National Bank and State Board Account.

Miscellaneous Income

Income received from rentals and other miscellaneous income.

EXPENDITURES:

Administrative:

Supervisor Fees

The Florida Statutes allows each supervisor to be paid per meeting, for the time devoted to District business and board meetings.

FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisor checks.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices, etc. The District is currently contracted with Prosser, Inc.

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Capital Improvement Revenue Bonds, Series 2005A.

Villages of Westport

Community Development District

GENERAL FUND BUDGET

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b) (5) which relates to additional reporting requirements for Capital Improvement Revenue Bonds, Series 2005A.

Attorney

The District's legal counsel, Kilinski Van Wyk PLLC, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis by an Independent Certified Public Accounting Firm. The District has contracted with Berger, Toombs, Elam, Gaines & Frank for these services. (\$4,625/year)

Trustee Fees

The District's Capital Improvement Revenue Bonds, Series 2005A will be held and administered with a Trustee.

Management Fees

The District has contracted with Governmental Management Services, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financials reporting, annual audits, etc.

Information Technology

The District incurs costs related to the District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, checks for vendors, and any other required correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc

Villages of Westport

Community Development District

GENERAL FUND BUDGET

Insurance - Liability

Represents the District's general liability, public officials liability and property insurance coverage, which will be provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

Advertising of monthly board meetings, public hearings, and any services that are required to be advertised for public bidding, i.e. audit services, engineering service, maintenance contracts and any other advertising that may be required.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the fiscal year.

Office Supplies

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

Field Operations (Common Area):

Field Services

The District is contracted with Florida Community Specialists, LLC to provide onsite field management of contracts for District Services such as landscape maintenance. Services to include weekly site inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

The District will incur landscape maintenance expenses, which include mowing, edging, string-trimming, annual flower replacements, shrub and palm pruning, weeding, fertilization, pine straw, pest control and irrigation inspections during the fiscal year.

Landscape Contingency

To record the cost of landscape enhancements as well as any miscellaneous landscape items currently not budgeted or covered in landscape contract.

Irrigation Repairs

To record the cost of repairs to the irrigation system and preventative maintenance on the irrigation pump station.

Villages of Westport

Community Development District

GENERAL FUND BUDGET

Lake Maintenance

The District will contract to provide for the Stormwater management facilities that the CDD will own and maintain.

Repairs and Maintenance

Cost of repairs and maintenance throughout the common area of the District.

Amenity Center:

Pool Attendants

The cost to hire and supervise pool attendants used to help with running the amenity center's pool. Account line includes staff hours for the fiscal year, all related benefits, and a contingency for projects and pay increase.

Janitorial

The cost for Florida Community Specialists, LLC to provide cleaning for amenity center.

Pool Maintenance

The District is contracted with Florida Community Specialists, LLC to provide for the maintenance of the Amenity Center swimming pool.

Pool Permits

Represents Permit Fees paid to the Department of Health for the swimming pool.

Pool Chemicals

Represents the cost for pool chemicals.

Utilities – Water/Electric

The cost of electric to run the amenity center.

Trash

The cost of providing garbage disposal services.

Pest Control

This represents pest control of amenity center by contracted vendor.

Irrigation Repairs

The District will incur cost for irrigation repairs at the amenity center.

Villages of Westport

Community Development District

GENERAL FUND BUDGET

Insurance - Property

The District's Property Insurance policy will contract with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

Telephone

The cost of phone services for amenity center.

Access Control

Represents the estimated cost for access cards used for entry to the District's Amenity Center.

Community Events

Represents estimated costs for the District to host special events for the community throughout the Fiscal Year.

Security Patrolling

The monthly service fee and maintenance costs associated with security patrolling provided by contracted vendor.

Security Camera System/Monitoring

The monthly service fee and maintenance costs associated with security camera system monitoring provided by contracted vendor.

Facilities Maintenance-Contracted

Represents regular repairs and replacements for District's Amenity Center provided by Florida Community Specialists, LLC.

Holiday Decor

Represents the cost for holiday décor

Other:

Capital Reserve

This amount is subject to change upon further completion of infrastructure supported by professional reserve study or engineer's estimate for annual funding.

Villages of Westport Community Development District

Debt Service Fund Budget

Series 2005A Bonds

Description	Adopted Budget FY 2025	Actual Thru 03/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments - Tax Roll	\$ 676,054	\$ 668,629	\$ 7,425	\$ 676,054	\$ 773,233
Assessments - Direct	\$ 97,178	\$ 97,178	\$ -	\$ 97,178	\$ -
Interest Income	\$ 15,000	\$ 21,721	\$ 10,000	\$ 31,721	\$ 15,000
Carry Forward Surplus	\$ 628,197	\$ 696,927	\$ -	\$ 696,927	\$ 171,328
Total Revenues	\$ 1,416,429	\$ 1,484,455	\$ 17,425	\$ 1,501,880	\$ 959,561

Expenditure					
Interest - 11/1	\$ 184,253	\$ 184,253	\$ -	\$ 184,253	\$ 163,875
Principal - 11/1 (Prepayment)	\$ 185,000	\$ 265,000	\$ -	\$ 265,000	\$ -
Principal - 5/1	\$ 435,000	\$ -	\$ 415,000	\$ 415,000	\$ 440,000
Principal - 5/1 (Prepayment)	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -
Interest - 5/1	\$ 184,253	\$ -	\$ 176,700	\$ 176,700	\$ 163,875
Transfer Out	\$ -	\$ 254,599	\$ -	\$ 254,599	\$ 7,000
Total Expenditures	\$ 988,506	\$ 703,852	\$ 626,700	\$ 1,330,552	\$ 774,750

Excess Revenues	\$ 427,923	\$ 780,603	-\$ 609,275	\$ 171,328	\$ 184,811
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Beginning Fund Balance	\$ 1,154,348	Interest - 11/1	\$ 151,335
Less: Debt Service Reserve	\$ (457,421)		
Carry Forward Surplus	<u>\$ 696,927</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	701	\$ 1,154	\$ 809,290	\$ 748,594
Total Units	748		\$ 835,927	\$ 773,233

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

Amortization Schedule

Date	Balance	Coupon	Principal	Interest	Annual
11/1/25	\$ 5,750,000	5.700%		\$ 163,875	\$ 163,875
5/1/26	\$ 5,750,000	5.700%	\$ 440,000	\$ 163,875	\$ -
11/1/26	\$ 5,310,000	5.700%		\$ 151,335	\$ 755,210
5/1/27	\$ 5,310,000	5.700%	\$ 465,000	\$ 151,335	\$ -
11/1/27	\$ 4,845,000	5.700%		\$ 138,083	\$ 754,418
5/1/28	\$ 4,845,000	5.700%	\$ 490,000	\$ 138,083	\$ -
11/1/28	\$ 4,355,000	5.700%		\$ 124,118	\$ 752,200
5/1/29	\$ 4,355,000	5.700%	\$ 520,000	\$ 124,118	\$ -
11/1/29	\$ 3,835,000	5.700%		\$ 109,298	\$ 753,415
5/1/30	\$ 3,835,000	5.700%	\$ 550,000	\$ 109,298	\$ -
11/1/30	\$ 3,285,000	5.700%		\$ 93,623	\$ 752,920
5/1/31	\$ 3,285,000	5.700%	\$ 585,000	\$ 93,623	\$ -
11/1/31	\$ 2,700,000	5.700%		\$ 76,950	\$ 755,573
5/1/32	\$ 2,700,000	5.700%	\$ 620,000	\$ 76,950	\$ -
11/1/32	\$ 2,080,000	5.700%		\$ 59,280	\$ 756,230
5/1/33	\$ 2,080,000	5.700%	\$ 655,000	\$ 59,280	\$ -
11/1/33	\$ 1,425,000	5.700%		\$ 40,613	\$ 754,893
5/1/34	\$ 1,425,000	5.700%	\$ 690,000	\$ 40,613	\$ -
11/1/34	\$ 735,000	5.700%		\$ 20,948	\$ 751,560
5/1/35	\$ 735,000	5.700%	\$ 735,000	\$ 20,948	\$ -
11/1/35	\$ -	5.700%			\$ 755,948
Totals			\$ 5,750,000	\$ 1,956,240	\$ 7,706,240

FOURTEENTH ORDER OF BUSINESS

C.



April Meeting	Operations Report
Operations Manager	Howard “Mac” McGaffney
Community	Villages of Westport CDD
Date	Wednesday, April 23 2025
Total Work Orders this Report	204

February: 24 Non-Repeating Work Orders completed-Work Order Report sent to Board

- Conducted all required vendor inspections and completed scorecards
- Installed Villages of Westport Signs around the Amenity Center
- Poolsure completed the installation of the pool chemical controller equipment
- Met with Brightview, Solitude, PoolSure, CBUSS, Crown Pools, Epic Pools, Big Z Pools, Bugout, Aguilar Stucco, MacIntyre, Bachmann, AL Dirtworks, North Florida Underground Utilities, Comcast, Vector Security, LGI Project Manager
- Burglar Alarm was installed, along with siren. Numerous after-hours calls with Vector Security, where FCS authorized them to contact JSO
- Finalized additional proposals for work submitted in the April Agenda Packet
- Repaired / Replaced torn screen at amenity center
- Replaced burned out lights
- Conducted after hours (night) inspection of Amenity Center/Entrance Lighting. Identified numerous lights not working properly
- Issued access card

March: 23 Non-Repeating Work Orders completed-Work Order Report sent to Board

- Conducted all required vendor inspections and completed scorecards
- Met with Brightview, Solitude, CBUSS, Beaches Electric, Vector Security, LGI project manager, Signarama and several other vendors
- Worked with Solitude on the fish kill that occurred in several ponds, to remove dead fish
- Finalized project start date and onsite meetings with CBUSS for Pool Resurfacing Project
- CBUSS replaced pool motor and pump impeller
- Worked with Brightview to identify and approve broken irrigation heads along Braddock Rd., caused by vehicles running off the road. Eliminated approximately 12 irrigation heads
- Issued access cards
- Worked the final weekend of Spring Break, Pool Monitoring

April: 14 Non-Repeating Work Orders completed-Work Order Report will be sent to the Board at end of Month

- Conducted all required vendor inspections and completed scorecards
- Met with Brightview, Solitude, CBUSS, PoolSure, Beaches Electric, Vector Security, LGI project manager, Core, Signarama, and several other vendors
- Beaches Electric installed 2 motion sensor flood lighting.
- CBUSS will replace broken laterals and replace the sand in the pool sand filtration system
- Ordered 4x4 treated posts, and 4x4 pvc sleeves and caps for signage.
- Installed all signs around the ponds, replacing 2 signs at Creston, and installing new signs and a message board at Westport Villages
- Removed obsolete downspouts.
- Pressure Washed Pool Furniture in advance of Spring Break.
- Beaches Electric was called, they conducted troubleshooting and identified an older electrical box that needed to be sealed/replaced where water had gotten in and caused damage. They also replaced several uplighting that was not working, converting to LED
- Approved Pool Furniture to be restrapped
- Issued access card

VENDOR MANAGEMENT

BRIGHTVIEW: January's Operations Report outlined issues with scope of work, service areas, and irrigation work needing to be performed including monthly wet checks. Brightview has made great progress in all areas:

- **Brightview's Contract and FY 2026 Budgeted Amount:**
 - FCS has confirmed with Brightview that they agree to hold their 2025 pricing for an additional year (fiscal year).
- Communications have improved since the new account manager was appointed.
- **Irrigation:**
 - Brightview has devoted much time and attention to the failed irrigation system, especially over the past 3 months (Feb-Apr). They have identified irrigation infrastructure failures at Devinston, Keniston, Creston.
 - Devinston: There remains 1 zone with a needed repair out of 20.
 - Keniston: Most of the irrigation repairs have been completed, with burying 2-wire left to be done.
 - Creston: This area has multiple zones where the wire from the timer unit to the valve boxes and decoders have been cut. This was a pre-existing issue identified in the initial irrigation inspection completed by Brightview and FCS during a walk through this past winter. New wiring will need to be run and buried, and Brightview is working on scheduling that understanding the sense of urgency.
 - Westport Landings: The irrigation was shutoff by one of Builder's contractors during construction of the Westport Landings Monument Sign. Brightview turned the irrigation back on and will continue to monitor the irrigation.
 - The irrigation system remains the #1 priority for Operations
- **Lawn Maintenance and Detail Services:** Brightview began weekly mowing in the last week of March. They have accomplished the following:
 - shrubs, groundcover and pruning (ligustrums)
 - limbing-up of trees
 - soft edging sidewalks and beds (all beds)
 - trash cleanup in service areas on days of service.
 - phase 4 entryway, dog park, playground and pond services
 - removal of dead plant material
- See their Scorecard for more details.

SOLITUDE: Overall, Solitude is performing well, communicating effectively and taking the initiative to treat several ponds proactively.

- See their Scorecard for more details.

VECTOR SECURITY: Overall Vector Security is very responsive to the ever-changing security needs of the District. There are many individuals providing input or direction to Vector Security, and it has caused unintentional negative impacts. Burglar Alarm and Additional Cameras were installed.

- Recommend identifying 1 single point of contact and 1 backup for making changes, providing direction, granting access to view/monitor, and managing the contractor.
- Further updates to be provided individually to Board Members or during Shade Session.

OTHER UPDATES:

- **Install Signage:** FCS installed “No trespassing, no fishing, boating or swimming signs” signs around ponds. One sign was removed per the request of the homeowners. FCS made attempts to speak with homeowners prior to installation, however a handful of homeowners did not answer when we knocked on the door to get their verbal consent. Additional signage around the amenity center, and common areas , including Westport Landings were installed.
- **Spring pressure washing:** FCS pressure washed the pool furniture in advance of Spring Break. The additional pressure washing needed for around the amenity center was put on hold until the pool resurfacing project is completed. This project has resulted in a lot of dust/debris and a final cleanup including pressure washing of the pavers, shade structure, pool furniture, amenity center building, windows, fences, playground etc., will occur at the end of the pool resurfacing project.
- **Painting:** FCS has patched holes and painted the walls of the fitness center. Painting the trim will be completed by the end of April. We have determined that the exterior painting of the amenity center will require repairs, sealing and painting to be completed by a licensed professional painter. The gutter previously identified as needing repaired, may need to be replaced. TBD and addressed in May.
- **Fiscal Year 2025/2026 Budget:** FCS reviewed expenses YTD, contracts and provided the District Manager, timely input on the proposed budget.
 - FCS recommends the following FY2026 Projects be considered for approval:
 - Repair, Seal, Paint Amenity Center Exterior, including all doors=\$15,000
 - Landscape Enhancement Projects: \$20,000
- **Financial Reports FY2025:**
 - FCS reviews the monthly financials, approves invoices on a weekly/monthly basis, and reviews the utility costs. Targeting the reduction and stabilized use of water for irrigation due to ongoing repairs.

REQUESTING BOARD DIRECTION/GUIDANCE:

- FCS is requesting the Board provide clear direction related to Seasonal Amenity Center Hours for the fitness center and pool.
- Verbal Warnings do not seem to be included in the Amenity Rules/Policies. I would like to respectfully request permission to give verbal warnings for those who do not follow amenity policies and rules.
- Granting FCS the authority to situationally manage:
 - Example: FCS has allowed temporary access to individuals to get a drink of water or use the restrooms. Kids who are using the basketball court, playing on the playground or in the field, and parents who are walking or pushing strollers have occasionally asked to use the restroom or get a drink of water. FCS has accommodated those requests and stayed in the area to make sure once they were done, that they left.
- FCS recommends moving forward in FY 2025 (this year) the Repair, Seal and Painting of Creston, Keniston, Devinston Monuments in an amount NTE \$12,000 to include order/installation of new emblems.
- FCS recommends approving all the landscape enhancement projects included in the agenda of approximately \$26,000.
- FCS recommends approving the purchase of (3) new picnic tables, made of recycled material NTE \$6,000



VILLAGES OF WESTPORT CDD POND MANAGEMENT SCORECARD

Manager Assigned to Scorecard (Select from Users)	Category	Scorecard Metric Task	January		February		March		April		May		June		July		August		September		October		November		December	
			Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
MAC	Stormwater System Maintenance	Shoreline weed control	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Stormwater System Maintenance	Lake weed control	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Stormwater System Maintenance	Algae control	1	1	1	0.5	1	0.5	1	1	1		1		1		1		1		1	1	1	1	1	1
	Stormwater System Maintenance	Dye treatment	1	1	1	1	1	1	0	1			1		1		1		1		1		0	1	1	1
	Stormwater System Maintenance	Inspection / Monitoring	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Stormwater System Maintenance	Trash / debris collection	1	0	1	1	1	0.5	1	1	1		1		1		1		1		1	1	1	1	1	1
	Stormwater System Maintenance	Remove trash/debris from culverts	1	1	1	0.5	1	1	1	1	1		1		1		1		1		1	0	1	0	1	0
	Reporting	Notify Ops. Mgr. when on-site	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Reporting	Submit service report to Ops. Mgr.	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Reporting	Submit photo documentation	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
Company	SOLITUDE	Service Date	1/6/2025		2/11/2025		3/11/2025		4/15/2025														11/7/2024		12/4/2024	
Original Agreement	7/1/2018	Service Date	1/13/2025		2/18/2025		3/20/2025																		12/19/2024	
Amendment	1/2/2019	Service Date	1/17/2025		2/27/2028																					
Addendum	8/27/2024	Service Date																								
Contract Expiration	9/30/2025	Service Date																								
Technician	Zach Jones	Total Services	10	9	10	9	10	9	10	9	10	0	10	0	10	0	10	0	10	0	10	8	10	8	10	9
District Manager	Adam Grayson	Scorecard Percentage	100%	90%	100%	90%	100%	90%	100%	90%	100%	0%	100%	0%	100%	0%	100%	0%	100%	0%	100%	80%	100%	80%	100%	90%



VILLAGES OF WESTPORT CDD LANDSCAPE MAINTENANCE SCORECARD

Manager Assigned to Scorecard (Select from Users)	Category	Scorecard Metric Task	January		February		March		April		May		June		July		August		September		October		November		December	
			Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
MAC	Landscape Maintenance	Mowing of all service areas	1		1	1	3	2	4	3	5		4		5		4		5		3	3	2	2	2	2
	Landscape Maintenance	Soft edge all sidewalks and curbs	1		1	1	3	2	4	3	5		4		5		4		5		3	3	2	2	2	2
	Landscape Maintenance	Soft edge all beds	1		1	1	3	1	4	3	5		4		5		4		5		3	0	2	1	2	1
	Landscape Maintenance	Blowing Debris	1	0	1	1	3	2	4	4	5		4		5		4		5		3	3	2	2	2	1
	Irrigation Maintenance	Irrigation - check & adjust all zones	1	0	1	1	1	2	1	1	1		1		1		1		1		1	0	1	0	1	0
	Irrigation Maintenance	Irrigation - clean heads	1	0	1	1	1	2	1	1	1		1		1		1		1		1	0	1	0	1	0
	Irrigation Maintenance	Irrigation - monthly report	1	0	1	1	1	0	1	1	1		1		1		1		1		1	0	1	0	1	0
	Trees, Shrub, Groundcover Care	Pruning - shrubs & groundcover	2	1		1		1			5		4		5		4		5		3	2	2	1	3	1
	Trees, Shrub, Groundcover Care	Ornamental grass shearing	0	1	4	4	4	2																		
	Trees, Shrub, Groundcover Care	Limbing up - trees	2	1	2	2															2	1	2	2	2	1
	Trees, Shrub, Groundcover Care	Tree -stake and strap removal	1	0		1															1	0	1	0	1	0
	Weed Control	Weed control - turf	4		4				4	4	5						3		5		4	4	4	4	5	5
	Weed Control	Weed control - beds	4		4	2		1									3		5		4	2	4	2	5	2
	Pest Control, Ants & Inspects	Pest control - turf & beds					2	2	4	4	5		4		5		4		5		4	4		1		1
	Pest Control-Chinch Bugs	Pest control - turf & beds																								
	Fertilization	Pre-emergent - beds			1		4	4	1	1									2		4	4	3	2		
	Fertilization	Fertilization - shrubs & groundcover					4	4											2		3	3				
	Fertilization & Growth Regulators	Fertilization - turf					4	4	1	1	5		4		2				2		2	2				
	Reporting	Notify Ops. Mgr. when on-site	1	1	1	1	1	1	1	1	1		1		1		1		1		1	1	1	1	1	1
	Reporting	Submit QSA report to Ops. Mgr.	1	1	1	1	1	0	1	1	1		1		1		1		1		1	1	1	1	1	0
	Reporting	Submit photo documentation	1	1	1	1	1	0	1	0	1		1		1		1		1		1		1	1	1	0
Company	BRIGHTVIEW	Service Date: Lawn	6-Jan		20-Feb		20-Mar		7-Apr																	
Contract Start	10/1/2024	Service Date: Irrigation			25-Feb		18-Mar		02,08,14,21														13-Nov		13-Dec	
Contract Expiration	9/30/2025	Service Date: Fertilization					6-Mar		7-Apr																	
(4) Additional Terms	(1) year terms expires 09/30/2029	Service Date: Weed /Pest Control					25-Mar		7-Apr																	
Account Manager	Chipper Brennan	Service Date: Groundcover Care					18-Mar		7-Apr																	
Irrigation Manager	Gonzalo	Total Services	23	6	25	20	36	30	32	28	46	0	34	0	38	0	36	0	52	0	45	33	30	22	30	17
Senior Branch Mgr.	Rodney Hicks	Scorecard Percentage	100%	26%	100%	80%	100%	83%	100%	88%	100%	0%	100%	0%	100%	0%	100%	0%	100%	0%	100%	73%	100%	73%	100%	57%

SEVENTEENTH 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, January 27, 2025 at 5:30 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida.

Present and constituting a quorum:

Yashekia Scarlett
Anina Guyton
Alice Sanford
Godfrey Story
Carl Hawkins

Chairperson
Vice Chairperson
Supervisor
Supervisor
Supervisor

Also present:

Darrin Mossing
Jennifer Kilinski *by Zoom*
Chris Loy
Howard McGaffney

District Manager
District Counsel
Kilinski Van Wyk
FCS, Operations Manager

The following is a summary of the actions taken at the January 27, 2025 Regular Meeting of the Board of Supervisors of the Villages of Westport Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing called the meeting to order at 5:30 p.m. and called roll. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments (*regarding agenda items below*)

Mr. Mossing opened the public comment period for agenda items only. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

Mr. Mossing administered the Oaths of Office to Alice Sanford. Ms. Sanford affirmed.

B. Appointment of Supervisors to Fill Expired Term of Office (Seat 1)

Mr. Mossing noted the Chairs seat was up for reelection but she did not qualify for that seat. Mr. Story nominated Yashekia Scarlett to seat 1. Mr. Mossing asked for any other nominations or a motion to approve.

On MOTION by Mr. Story, seconded by Mr. Hawkins, with all in favor, the Appointment of Yashekia Scarlett to Seat 1, was approved.

C. Oath of Office for Newly Appointed Supervisor

Mr. Mossing administered the oath of office to Yashekia Scarlett. Ms. Scarlett affirmed and waived her compensation.

D. Election of Officers, Resolution 2025-01

Mr. Godfrey nominated Yashekia Scarlett to serve as the Chairperson.

On MOTION by Mr. Story, seconded by Mr. Hawkins, with all in favor, the Appointment of Yashekia Scarlett to Chair, was approved.

Ms. Sanford nominated Annina Guyton to serve as Vice Chair.

On MOTION by Mr. Hawkins, seconded by Mr. Story, with all in favor, the Appointment of Annina Guyton to Vice Chair, was approved.

Mr. Mossing noted the remaining three Board members will be Assistant Secretaries.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Election of Officers – Resolution 2025-01, Yashekia Scarlett as Chair, Annina Guyton as Vice Chair, and Alice Sanford, Godfrey Story and Carl Hawkins as Assistant Secretaries, was approved.

Mr. Loy reminded the Board members of the Sunshine law, public records law and ethics law. Board members need to complete 4 hours of ethics training within the calendar year and report on Form 1 in 2026.

FOURTH ORDER OF BUSINESS**Closed Session: Vector Presentation and Recommendations Regarding Security System**

The Board entered the closed session at this time.

The Board exited the closed session. Mr. Loy noted the meeting is back open to the public and members of the public can come back into the room.

FIFTH ORDER OF BUSINESS**Consideration of Proposal from Vector Security**

Mr. Mossing asked for a motion to approve the Vector Security proposal.

SIXTH ORDER OF BUSINESS**Brightview Update**

Mr. McGaffney stated he was pretty dissatisfied before coming to this meeting. Brightview has undergone some account manager changes and has taken care of 90% of the punch list items. He asked to give Brightview a little more time to sort this out and fix some of the issues. Brightview is trying to make an effort and would chip in to do some irrigation repairs at no charge. He asked Brightview to credit the irrigation monthly checks for \$253/month for October, November, December and January. He suggested seeing where it goes but if the Board wants to make a change, proposals can be brought back to the April meeting.

SEVENTH ORDER OF BUSINESS**Discussion Items:****A. Suspension Letters**

Suspension letters – Latasha Henry - The young resident explained what happened. There was no damage. Counsel recommended time served.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Time Served for Latasha Henry, was approved.

Mr. Loy recommended staying consistent with all other suspension letters 3 months from time of violation.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, All Other Suspension Letters – 3 months from time of violation, was approved.

B. Detailed Billing on Future Vendor Invoices

Mr. Mossing did a complete analysis on what Vesta should have been doing but could never tell what they were doing on services because it was flat billing. Ms. Sanford suggested detailed/itemized invoices for maintenance showing what work was done and dollar amount instead of automatically paying the money out every month. The Board discussed FCS far outweighs what the District had before and results of their work is being seen.

C. Payment to Vesta

Mr. Mossing stated their last 30-day payment was withheld for deficient services. Vesta sent letters threatening litigation. Mr. Loy recommended paying this for reassurance, approximately \$4,300.

On MOTION by Mr. Story, seconded by Ms. Guyton, with all in favor, Payment to Vesta, was approved.

D. Amenity Center Policies

Mr. Mossing noted a copy of the current amenity policies is in the agenda. Continued to next meeting for more time.

EIGHTH ORDER OF BUSINESS

**Ratification of Agreement with Florida
Community Specialists, LLC**

Mr. Loy recommended an amendment on the agreement to align with what the Board discussed today, with not really basing it on hourly but instead basing on status quo. Continued to next meeting.

NINTH ORDER OF BUSINESS**Ratification of Agreement with Poolsure for Pool Maintenance Services**

Mr. Mossing stated this agreement is on page 51 of the agenda package. Mr. McGaffney noted Poolsure is going to put their equipment in for \$10,740 annually. They will provide chemicals, maintenance of equipment, and an app to check chemicals.

On MOTION by Mr. Story, seconded by Ms. Scarlett, with all in favor, the Agreement with Poolsure, was ratified.

TENTH ORDER OF BUSINESS**Consideration of License Agreement with the Westport Villages Property Owners' Association, Inc. Regarding the Use of District Property**

Mr. Mossing stated the license agreement does include the amenity center pool area for HOA members to hold meetings and future meetings held during normal operating hours.

ELEVENTH ORDER OF BUSINESS**Proposal Tracker**

Mr. McGaffney noted this is updated everyday and is for informational purposes.

TWELFTH ORDER OF BUSINESS**Consideration of Proposals****A. Badge Printer from Johnson Controls**

Ms. Guyton discussed a badge printer. Tabled until next meeting for additional information such as cost to print each badge, cost of toner, etc.

B. Conserva Irrigation Proposal for Annual Irrigation Maintenance

Mr. McGaffney suggested deferring to the future because they are keeping Brightview.

C. Beaches Electrical Service for Additional Motion Sensor Flood Lighting

Mr. McGaffney stated this is the Boards request to have a flood light that goes with the motion sensor. The current motion sensor doesn't have a flood light.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Beaches Electrical Service, were approved.

D. FCC for Entryway Monuments; Repair, Seal and Paint

Mr. McGaffney noted there will be three to four other proposals. Continued until next meeting.

E. Pool Resurfacing Proposals

1. CBuss

2. Crown Pools

3. Epic Pools

Mr. McGaffney noted all three companies will resurface the pool and recommended CBuss. The motor in the pump has to be replaced. This will be completed before Memorial Day.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, CBuss Pool Resurfacing Proposal for \$131,275, was approved.

F. Brightview for Landscape Enhancements

1. Privacy Hedge around Amenity Center Pool

2. Enhancements at Monument Signs

3. Enhancements at Amenity Center

Mr. McGaffney discussed privacy hedge enhancements to help keep people from jumping the fence, enhancements at monument signs and perennial enhancement at the amenity center. Continued until next meeting.

**Mr. Story and Ms. Guyton left the meeting at this time.*

G. Pool Pump Impeller Repair

1. CBuss

2. Crown Pools

Mr. McGaffney recommended CBuss for the impeller repair to have one company doing the pump and the resurfacing.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the Pool Pump Impeller Repair – CBuss Proposal for \$5,492, was approved.

H. G-Force Proposal for Sealing and Striping the Parking Lot

Mr. McGaffney presented the G-Force proposal to reseal and stripe the parking lot for a little extra life. Eventually that area will need resurfacing as the aggregate is already showing.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the G-Force Proposal for Sealing & Striping Parking Lot, was approved.

THIRTEENTH ORDER OF BUSINESS Fiscal Year 2026 Budget Guidance (proposed budget to be presented 04/28/25)

Mr. Mossing stated the Board went through this process last year. A preliminary budget will be presented at the April meeting. There are no anticipated increases. The Board will be asked to approve the proposed budget and adopt it sometime in July or August.

FOURTEENTH ORDER OF BUSINESS Staff Reports**A. Manager**

Mr. Mossing had no special reports unless the Board has any questions.

B. Attorney – CDD101

Mr. Loy noted a CDD101 presentation will be held outside a regular Board meeting and conducted via Zoom by KVV.

C. Operation Manager – Report

The Board discussed the JSO and pool monitor schedule on page 151 of the agenda package. Mr. McGaffney could post the schedule to try to pick somebody up for pool monitor/security and Ms. Sanford will work with him on the back end. The Board authorized Darrin to work with Supervisor Sanford to come up with a solution for Spring Break.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Darrin and Alice work together for pool monitors/security for amenity center not to exceed \$45 per hour, was approved.

FIFTEENTH ORDER OF BUSINESS Supervisor's Request

There being no comments, the next item followed.

SIXTEENTH ORDER OF BUSINESS Public Comments

Kimberly Murphy (Dewhurst Circle) asked how much longer on the bond. Ms. Sanford noted 2035. Once the bond is paid off, the maintenance still has to be paid.

Guy Worzel (6932 Sandle Dr.) asked once the bond is paid off, couldn't all of this revert to the HOA or will there always be a CDD. Mr. Mossing deferred to legal counsel, that is a potential but there are still tax implications because the improvements were funded with tax free municipal bonds. Mr. Loy stated there is a mechanism, there is an unwinding of the CDD but it can't be public anymore.

SEVENTEENTH ORDER OF BUSINESS Approval of Consent Agenda

A. Approval of the Minutes of the October 28, 2024 Meetings

Mr. Mossing asked for any questions on the consent agenda. Mr. McGaffney had comments to the minutes submitted via email. Counsel provided three corrections on the addresses.

B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2024

C. Assessment Receipt Schedule

D. Approval of Check Register

Mr. Mossing asked for any other questions on the consent agenda, if not a motion to approve the consent agenda.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, the Consent Agenda, was approved.
--

EIGHTEENTH ORDER OF BUSINESS Next Scheduled Meeting – April 28, 2025 @ 5:30 p.m. @ Highlands Regional Library

Mr. Mossing stated the next scheduled meeting is April 28, 2025 @ 5:30 p.m. at the Highlands Regional Library.

NINETEENTH ORDER OF BUSINESS Adjournment

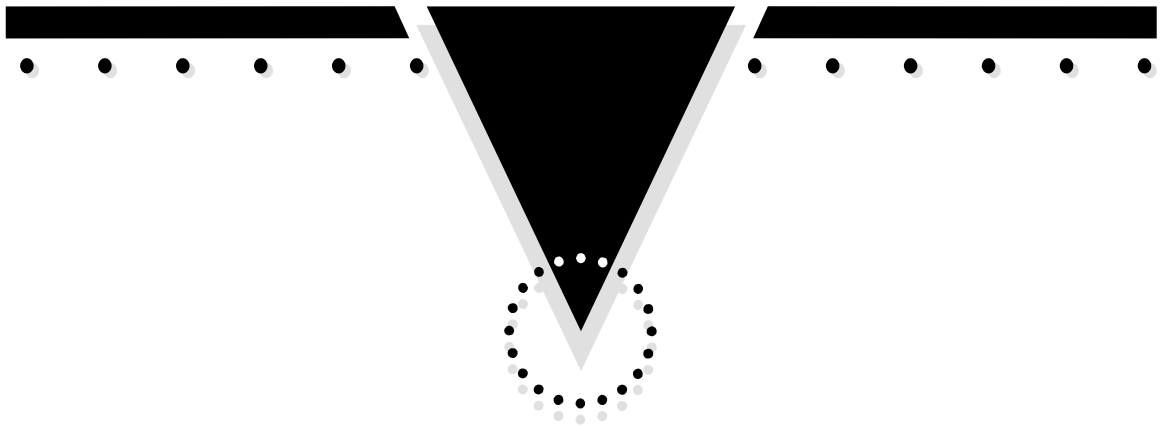
Mr. Mossing adjourned the meeting.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.



Villages of Westport

Community Development District

Unaudited Financial Reporting
February 28, 2025



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Villages of Westport Community Development District

Balance Sheet
February 28, 2025

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	\$325,857	----	----	\$325,857
Debit Card	\$2,184	----	----	\$2,184
SBA	\$262,162	----	----	\$262,162
Assessment Receivable	----	----	----	\$0
Interest Receivable	----	----	----	\$0
Due from Capital Projects	\$7,446	----	----	\$7,446
Due from Debt Service	\$0	----	----	\$0
Due from General Fund	----	\$9,027	----	\$9,027
Investments:				
<u>Series 2005A</u>				
Reserve A5	----	\$455,936	----	\$455,936
Revenue A5	----	\$764,109	----	\$764,109
Interest A5	----	----	----	\$0
Prepayment A5	----	\$2,200	----	\$2,200
Acquisition & Construction	----	----	\$84,097	\$84,097
Deferred Cost	----	----	\$62	\$62
Prepaid Expenses	\$0	----	----	\$0
Total Assets	\$597,648	\$1,231,272	\$84,159	\$1,913,080
<u>Liabilities</u>				
Accounts Payable	\$20,241	----	----	\$20,241
Due to Debt Service	\$9,027	----	----	\$9,027
Due to General Fund	----	\$0	----	\$0
<u>Fund Equity</u>				
Fund Balances				
Unassigned	\$568,381	----	----	\$568,381
Nonspendable- Prepaid	\$0	----	----	\$0
Restricted for Capital Projects	----	----	\$84,159	\$84,159
Restricted for Debt Service	----	\$1,231,272	----	\$1,231,272
Total Liabilities, Fund Equity, Other	\$597,648	\$1,231,272	\$84,159	\$1,913,080

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 02/28/25	Actuals 2/28/25	Variance
Revenues				
Maintenance Assessments- Tax Roll	\$ 430,996	\$ 424,492	\$ 424,492	\$ -
Maintenance Assessments- Direct Bills	\$ 59,696	\$ 59,696	\$ 59,697	\$ 1
Interest Income	\$ -	\$ -	\$ 27	\$ 27
Interest Income - SBA	\$ -	\$ -	\$ 1,925	\$ 1,925
Miscellaneous Income	\$ -	\$ -	\$ 940	\$ 940
Transfer In	\$ -	\$ -	\$ 254,599	\$ 254,599
Total Revenue	\$ 490,692	\$ 484,188	\$ 741,680	\$ 257,492
Expenditures				
<u>Administrative</u>				
Supervisors Fees	\$ 4,800	\$ 2,000	\$ 1,600	\$ 400
Engineering	\$ 5,000	\$ 2,083	\$ 2,670	\$ (587)
Arbitrage	\$ 1,000	\$ 417	\$ -	\$ 417
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Dissemination	\$ 3,000	\$ 1,250	\$ 1,250	\$ -
Amortization Schedule	\$ -	\$ -	\$ 500	\$ (500)
Attorney	\$ 17,500	\$ 7,292	\$ 27,648	\$ (20,356)
Annual Audit	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Trustee Fees	\$ 3,720	\$ 3,717	\$ 3,717	\$ -
Management Fees	\$ 40,903	\$ 17,043	\$ 17,043	\$ 0
Information Technology	\$ 1,800	\$ 750	\$ 750	\$ -
Website	\$ 1,200	\$ 500	\$ 500	\$ -
Telephone	\$ 1,250	\$ 521	\$ 85	\$ 436
Postage	\$ 250	\$ 104	\$ 239	\$ (134)
Printing & Binding	\$ 150	\$ 63	\$ 89	\$ (26)
Insurance-Liability	\$ 9,000	\$ 9,000	\$ 9,000	\$ -
Legal Advertising	\$ 1,500	\$ 625	\$ 90	\$ 535
Other Current Charges	\$ 1,000	\$ 417	\$ 275	\$ 142
Office Supplies	\$ 100	\$ 42	\$ 2	\$ 40
Dues, License, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Administration Subtotal	\$ 102,348	\$ 53,081	\$ 70,632	\$ (17,551)
<u>Common Area Maintenance:</u>				
Field Services	\$ 19,200	\$ 8,000	\$ 7,817	\$ 183
Landscape Maintenance	\$ 54,517	\$ 22,715	\$ 30,760	\$ (8,045)
Landscape Contingency	\$ -	\$ -	\$ 3,765	\$ (3,765)
Irrigation - Repairs	\$ 2,500	\$ 1,042	\$ 6,507	\$ (5,465)
Lake Maintenance	\$ 14,516	\$ 6,048	\$ 6,819	\$ (771)
Repairs and Maintenance - Field	\$ 7,000	\$ 2,917	\$ 8,692	\$ (5,775)
Contingency	\$ 8,000	\$ 3,333	\$ -	\$ 3,333
Total Common Area Maintenance	\$ 105,733	\$ 44,055	\$ 64,360	\$ (20,304)

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 02/28/25	Actuals 2/28/25	Variance
<u><i>Amenity Center:</i></u>				
Facility/Pool Attendants/Security	\$ 40,000	\$ -	\$ -	\$ -
Janitorial	\$ 10,920	\$ 4,550	\$ 3,449	\$ 1,101
Pool Maintenance	\$ 18,000	\$ 7,500	\$ 12,582	\$ (5,082)
Pool Permits	\$ 400	\$ 400	\$ -	\$ 400
Utilites - Water/Electric	\$ 45,000	\$ 18,750	\$ 15,449	\$ 3,301
Trash	\$ 200	\$ 83	\$ 179	\$ (95)
Pest Control	\$ 550	\$ 229	\$ 235	\$ (6)
Irrigation Repair	\$ 3,000	\$ 1,250	\$ -	\$ 1,250
Insurance - Property	\$ 7,885	\$ 7,885	\$ 7,716	\$ 169
Telephone	\$ 1,500	\$ 625	\$ 660	\$ (35)
Access Control	\$ 1,700	\$ 708	\$ 544	\$ 164
Security Camera System/Monitoring	\$ 7,056	\$ 2,940	\$ 3,234	\$ (294)
Facilities Maintenance - Contract	\$ 12,000	\$ 5,000	\$ 4,908	\$ 92
Holiday Décor	\$ -	\$ -	\$ 2,331	\$ (2,331)
Repairs and Maintenance - Amenity	\$ 9,400	\$ 3,917	\$ -	\$ 3,917
Total Amenity Center	\$ 157,611	\$ 53,838	\$ 51,288	\$ 2,549
<u><i>Other Financing Sources (Uses)</i></u>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ 25,000	\$ -	\$ -	\$ -
First Quarter Operating Capital	\$ 100,000	\$ -	\$ -	\$ -
Total Other	\$ 125,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 490,692	\$ 150,974	\$ 186,280	\$ (35,306)
Excess Revenues/ (Expenditures)	\$ -		\$ 555,399	
Beginning Fund Balance	\$ -		\$ 12,981	
Ending Fund Balance	\$ -		\$ 568,381	

Villages of Westport

Community Development District

Debt Service Fund Series 2005A
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 2/28/25	Actual 2/28/25	Variance
<u>Revenues</u>				
Special Assessments- Tax Roll	\$ 676,054	\$ 665,857	\$ 665,857	\$ -
Special Assessments- Direct A5	\$ 97,178	\$ 97,178	\$ 97,178	\$ (0)
Special Assessments- Prepayment	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 15,000	\$ 6,250	\$ 17,740	\$ 11,490
Total Revenues	\$ 788,232	\$ 769,285	\$ 780,775	\$ 11,490
<u>Expenditures</u>				
<u>Series 2005A</u>				
Interest-11/1	\$ 184,253	\$ 184,253	\$ 184,253	\$ -
Principal-11/1 (Prepayment)	\$ 185,000	\$ 185,000	\$ 265,000	\$ (80,000)
Principal-5/1	\$ 435,000	\$ -	\$ -	\$ -
Interest-5/1	\$ 184,253	\$ -	\$ -	\$ -
Total Expenditures	\$ 988,506	\$ 369,253	\$ 449,253	\$ (80,000)
<u>Other Sources/Uses</u>				
Transfer In/(Out)	\$ -	\$ -	\$ (254,599)	\$ (254,599)
Total Other Sources/ (Uses)	\$ -	\$ -	\$ (254,599)	\$ (254,599)
Excess Revenues/(Expenditures)	\$ (200,274)		\$ 76,924	
Beginning Fund Balance	\$ 628,197		\$ 1,154,348	
Ending Fund Balance	\$ 427,923		\$ 1,231,272	

Due from General Fund	\$ 9,027
Due to Genral Fund	
Assessment Receivable	----
Interest Receivable	----
Reserve A5	\$ 455,936
Revenue A5	\$ 764,109
Interest A5	----
Prepayment A5	\$ 2,200
Total	\$ 1,231,272

Villages of Westport

Community Development District

Capital Projects Fund

Statement of Revenues & Expenditures

For the Period Ending February 28, 2025

	Series 2005A
<u>Revenues</u>	
Interest Income	\$1,768
Developer Contributions	\$0
Total Revenues	\$1,768
<u>Expenditures</u>	
Capital Outlay	\$0
Professional Fees	\$0
Miscellaneous	\$0
Total Expenditures	\$0
<u>Other Sources/(Uses)</u>	
Transfer In/(Out)	\$0
Total Other Sources/ (Uses)	\$0
Excess Revenues/(Expenditures)	\$1,768
Beginning Fund Balance	\$82,391
Ending Fund Balance	\$84,159

**Villages of Westport
Community Development District
Month by Month**

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Common Area Maintenance</u>													
Field Services	\$ 1,600	\$ 1,556	\$ 1,554	\$ 1,554	\$ 1,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,817
Landscape Maintenance	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,760
Landscape Contingency	\$ 600	\$ -	\$ 1,265	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,765
Irrigation - Repairs	\$ -	\$ -	\$ 5,852	\$ 655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,507
Lake Maintenance	\$ 1,187	\$ 1,187	\$ 1,482	\$ 1,482	\$ 1,482	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,819
Repairs and Maintenance	\$ 238	\$ 1,210	\$ 2,206	\$ 1,458	\$ 3,580	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,692
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Common Area Maintenance	\$ 9,777	\$ 10,105	\$ 18,510	\$ 13,200	\$ 12,768	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,360
<u>Amenity Center:</u>													
Facility/Pool Attendants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial	\$ 910	\$ 634	\$ 650	\$ 628	\$ 628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,449
Pool Maintenance	\$ 1,208	\$ 1,635	\$ 2,139	\$ 1,101	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,582
Pool Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities - Water/Electric	\$ 3,156	\$ 4,158	\$ 2,251	\$ 3,670	\$ 2,215	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,449
Trash	\$ 179	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 179
Pest Control	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235
Irrigation Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance - Property	\$ 7,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,716
Telephone	\$ 263	\$ -	\$ 263	\$ 134	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660
Access Control	\$ 446	\$ -	\$ 98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 544
Community Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Camera System/Monitoring	\$ 560	\$ 560	\$ 560	\$ 560	\$ 994	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,234
Repairs and Maintenance Building - Contract	\$ 908	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,908
Repairs and Maintenance Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Holiday Décor	\$ -	\$ 2,099	\$ -	\$ 232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,331
Dues anand License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Amenity Center	\$ 15,393	\$ 10,133	\$ 7,009	\$ 7,371	\$ 11,383	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,288
<u>Other</u>													
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 58,413	\$ 29,592	\$ 32,485	\$ 37,517	\$ 28,274	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 186,280
Excess Revenues/ (Expenditures)	\$ 1,308	\$ (14,968)	\$ 630,363	\$ (35,529)	\$ (25,775)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 555,399

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	\$455,936
RESERVE FUND BALANCE	\$455,936
BONDS OUTSTANDING - 9-30-22	\$7,265,000
LESS: PRINCIPAL PAYMENT - 05/01/23	(\$390,000)
LESS: PRINCIPAL PAYMENT - 05/01/24	(\$410,000)
LESS: SPECIAL CALL PAYMENT - 11/01/24	(\$265,000)
CURRENT BONDS OUTSTANDING	\$6,200,000

Villages of Westport CDD JEA Utility Schedule

FY25

[illegible]

FY24

Service	Address	Account	October	November	December	January	February	March	April	May	June	July	August	September	Total	Average
Electric - Commercial	12060 Braddock Rd	0230853498	\$ 70.35	\$ 81.50	\$ 76.33	\$ 83.03	\$ 73.29	\$ 66.64	\$ 64.49	\$ 66.95	\$ 59.62	\$ 64.66	\$ 66.66	\$ 65.77	\$ 839.29	\$ 77.80
Irrigation	12060 Braddock Rd	0230853498	\$ 1,114.39	\$ 1,154.53	\$ 672.86	\$ 307.15	\$ 467.70	\$ 1,029.65	\$ 64.89	\$ 68.81	\$ 76.66	\$ 1,522.00	\$ 307.15	\$ 574.74	\$ 7,360.53	\$ 812.23
Electric - Irrigation	12424 Cadley Cir	0230853498	\$ 78.62	\$ 87.65	\$ 80.74	\$ 89.53	\$ 81.71	\$ 76.27	\$ 77.11	\$ 83.83	\$ 77.08	\$ 64.77	\$ 29.33	\$ 81.69	\$ 908.33	\$ 84.14
Other Services	12060 Braddock Rd	0230853498	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 50.00
Electric	12507 Hoptree Rd APT SG01	0230853498	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 23.15	\$ 23.23	\$ 56.38	\$ -
Irrigation	6813 Myrtle Oak Rd APT IR01	0230853498	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 52.07	\$ 52.07	\$ 114.14	\$ 5.64
Irrigation	12515 Hoptree Rd APT IR01	0230853498	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 288.08	\$ 314.84	\$ 612.92	\$ 27.10
Electric - Commercial	6714 Sandle Dr	0230853499	\$ 753.93	\$ 830.22	\$ 748.41	\$ 859.71	\$ 492.68	\$ 581.74	\$ 633.19	\$ 692.64	\$ 673.15	\$ 655.63	\$ 497.98	\$ 565.33	\$ 7,984.61	\$ 674.48
Water	6714 Sandle Dr	0230853500	\$ 65.01	\$ 43.94	\$ 59.27	\$ 72.68	\$ 59.27	\$ 61.18	\$ 66.93	\$ 82.26	\$ 89.92	\$ 55.43	\$ 63.10	\$ 45.86	\$ 764.85	\$ 65.36
Sewer	6714 Sandle Dr	0230853500	\$ 166.31	\$ 93.96	\$ 146.61	\$ 192.68	\$ 146.61	\$ 153.19	\$ 172.94	\$ 225.59	\$ 251.92	\$ 133.45	\$ 159.77	\$ 100.54	\$ 1,943.62	\$ 167.55
Irrigation	6714 Sandle Dr	0230853500	\$ 925.87	\$ 573.53	\$ 551.24	\$ 511.10	\$ 466.50	\$ 631.51	\$ 1,336.18	\$ 1,492.27	\$ 1,345.10	\$ 1,392.94	\$ 1,180.08	\$ 1,331.72	\$ 11,738.04	\$ 946.03
			\$ 3,274.53	\$ 2,865.33	\$ 2,435.46	\$ 2,115.88	\$ 1,787.76	\$ 2,600.18	\$ 2,415.73	\$ 2,712.35	\$ 2,573.45	\$ 3,918.88	\$ 2,667.37	\$ 3,155.79	\$ 32,522.71	

Variance FY24 & FY25[illegible]

C.

Villages of Westport

Community Development District

Assessment Receipts Schedule - Fiscal Year 2025

Gross Assessment	\$	1,196,807.32	\$	730,869.49	\$	465,937.83
Less: Disc. & Coll. (7.5%)	\$	(89,760.55)	\$	(54,815.21)	\$	(34,945.34)
Net Assessment	\$	1,107,046.77	\$	676,054.28	\$	430,992.49

Date	Amount	Debt Service	O&M
11/6/24	\$ 3,415.44	\$ 2,085.75	\$ 1,329.69
11/15/24	\$ 9,913.43	\$ 6,053.96	\$ 3,859.47
11/21/24	\$ 6,906.00	\$ 4,217.37	\$ 2,688.63
11/29/24	\$ 17,265.02	\$ 10,543.45	\$ 6,721.57
12/5/24	\$ 83,893.42	\$ 51,232.26	\$ 32,661.16
12/10/24	\$ 772,496.84	\$ 471,750.43	\$ 300,746.41
12/19/24	\$ 192,142.50	\$ 117,338.09	\$ 74,804.41
1/7/25	\$ 2,553.52	\$ 1,559.39	\$ 994.13
2/6/25	\$ 1,762.46	\$ 1,076.30	\$ 686.16
3/6/25	\$ 1,780.45	\$ 1,087.29	\$ 693.16
		\$ -	\$ -

Total	\$	1,092,129.08	\$	666,944.30	\$	425,184.78
Remaining	\$	-	\$	-	\$	-
Percentage Collected		99%		99%		99%

D.

Villages of Westport

Community Development District

Check Register Summary

February 1, 2025 to February 28, 2025

Bank	Date	Check No.'s		Amount
General Fund	2/5/25	2059 - 2068	\$	19,624.33
	2/25/25	2069 - 2074	\$	14,605.46
			\$	34,229.79
Utilities - ACH Debit	2/19/25	JEA	\$	2,214.51
			\$	2,214.51
Debit Card	2/5/25	Home Depot	\$	13.37
	2/7/25	Home Depot	\$	125.05
	2/13/25	Home Depot	\$	15.43
	2/27/25	Signarama	\$	190.91
			\$	344.76
TOTAL			\$	36,789.06

AP300R
*** CHECK NOS. 002059-002074

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
VILL OF WESTPORT - GENERAL
BANK A VILLAGES OF WESTPORT

RUN 3/17/25

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
2/05/25	00011	1/27/25 01272025 1.27.25 PAYROLL	202501 310-51300-11000	ALICE SANFORD	*	200.00	200.00 002059
2/05/25	00051	1/27/25 01272025 1.27.25 PAYROLL	202501 310-51300-11000	ANINA GUYTON	*	200.00	200.00 002060
2/05/25	00058	1/01/25 9187754 JAN LANDSCAPE MAINTENANCE	202501 320-53800-46200	BRIGHTVIEW LANDSCAPE SERVICES, INC.	*	6,152.00	6,152.00 002061
2/05/25	00050	1/27/25 01272025 1.27.25 PAYROLL	202501 310-51300-11000	CARL HAWKINS	*	200.00	200.00 002062
2/05/25	00066	1/27/25 01272025 ALICE SANFORD OATH	202501 310-51300-49000	COMMISSION ISSUANCE SECTION	*	10.00	10.00 002063
2/05/25	00061	2/04/25 02-2025- FEB FIELD SERVICES	202502 320-53800-34000		*	1,553.83	
		2/04/25 02-2025- FEB JANITORIAL	202502 330-57200-46700		*	627.50	
		2/04/25 02-2025- FEB POOL MAINTENANCE	202502 330-57200-46400		*	1,000.00	
		2/04/25 02-2025- FEB FACILITY MAINTENANCE	202502 330-57200-46001		*	1,000.00	
		2/04/25 02-2025- LOCKSMITH-REPAIR	202502 320-53800-46000		*	1,395.00	
				FLORIDA COMMUNITY SPECIALISTS LLC			5,576.33 002064
2/05/25	00049	1/27/25 01272025 1.27.25 PAYROLL	202501 310-51300-11000	GODFREY STORY	*	200.00	200.00 002065
2/05/25	00065	1/23/25 19513 OAK TREE REMOVAL	202501 320-53800-46300	TAYLOR TREE SERVICE INC	*	1,900.00	1,900.00 002066
2/05/25	00031	1/11/25 75336447 JAN SECURITY	202501 330-57200-34500	VECTOR SECURITY, INC.	*	560.00	560.00 002067
2/05/25	00005	10/01/24 422129 OCT FIELD SERVICES	202410 320-53800-34000		*	1,600.00	

VWSP VILL O WESTPRT SRICE

AP300R
*** CHECK NOS. 002059-002074

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
VILL OF WESTPORT - GENERAL
BANK A VILLAGES OF WESTPORT

RUN 3/17/25

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		10/01/24	422129 202410 330-57200-46700 OCT JANITORIAL		*	910.00	
		10/01/24	422129 202410 330-57200-46400 OCT POOL MAINTENANCE		*	1,208.33	
		10/01/24	422129 202410 330-57200-46001 OCT FACILITY MAINTENANCE		*	907.67	
				VESTA PROPERTY SERVICES, INC.			4,626.00 002068
2/25/25	00002	2/16/25	74103351 202502 330-57200-46600 FEB PEST CONTROL		*	46.96	
				BUG OUT			46.96 002069
2/25/25	00054	2/24/25	3063 202502 330-57200-46400 POOL REPAIR FEB25		*	5,499.52	
				C BUSS ENTERPRISES, INC.			5,499.52 002070
2/25/25	00061	11/20/24	02-20241 202411 330-57200-46400 PINCH-A-PENNY-POOL CHEMS		*	285.97	
		11/20/24	02-20241 202411 320-53800-46000 DOLLAR GENERAL-ZIP TIES		*	1.88	
		11/20/24	02-20241 202411 320-53800-46000 HOME DEPOT-MAINT SUPPLIES		*	16.21	
		11/20/24	02-20241 202411 330-57200-59100 HOME DEPOT-HOLIDAY LIGHTS		*	318.53	
		11/20/24	02-20241 202411 320-53800-46000 LOWES-MAINT SUPPLIES		*	34.25	
		11/20/24	02-20241 202411 330-57200-59100 LOWES-HOLIDAY LIGHTS		*	301.74	
		11/20/24	02-20241 202411 330-57200-59100 LOWES-HOLIDAY LIGHTS		*	202.71	
		11/20/24	02-20241 202411 330-57200-59100 AMAZON-HOLIDAY LIGHTS		*	777.08	
		11/20/24	02-20241 202411 320-53800-46000 AMAZON-MAINT SUPPLIES		*	154.08	
		11/20/24	02-20241 202411 330-57200-59100 HOBBY LOBBY-HOLIDY LIGHTS		*	64.48	
		11/20/24	02-20241 202411 330-57200-59100 HOBBY LOBBY-HOLIDY LIGHTS		*	408.81	
				FLORIDA COMMUNITY SPECIALISTS LLC			2,565.74 002071
2/25/25	00067	2/14/25	39202402 202502 320-53800-46000 FEB ROAD REPAIRS		*	1,375.65	
				ARNAV GROUP LLC ANTHONY D KING			1,375.65 002072
2/25/25	00029	2/01/25	89 202502 310-51300-34000 FEB MANAGEMENT FEES		*	3,408.58	

VWSP VILL O WESTPRT SRICE

AP300R
*** CHECK NOS. 002059-002074

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
VILL OF WESTPORT - GENERAL
BANK A VILLAGES OF WESTPORT

RUN 3/17/25

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		2/01/25 89	202502 310-51300-49500		*	100.00	
			FEB WEBSITE ADMIN				
		2/01/25 89	202502 310-51300-35100		*	150.00	
			FEB INFO TECH				
		2/01/25 89	202502 310-51300-31300		*	250.00	
			FEB DISSEM AGENT SERVICES				
		2/01/25 89	202502 310-51300-49000		*	50.00	
			FEB RECORD STORAGE				
		2/01/25 89	202502 310-51300-51000		*	.18	
			OFFICE SUPPLIES				
		2/01/25 89	202502 310-51300-42000		*	4.14	
			POSTAGE				
		2/01/25 89	202502 310-51300-42500		*	75.45	
			COPIES				
		2/01/25 89	202502 310-51300-41000		*	84.96	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,123.31 002073
2/25/25 00031		2/11/25 75498255	202502 330-57200-34500		*	777.00	
			FEB EQUIPMENT INSTALL				
		2/11/25 75498256	202502 330-57200-34500		*	149.00	
			FEB OUTDOOR MOTION SEC				
		2/12/25 75501847	202502 330-57200-34500		*	68.28	
			FEB SECURITY				
				VECTOR SECURITY, INC.			994.28 002074
				TOTAL FOR BANK A		34,229.79	
				TOTAL FOR REGISTER		34,229.79	

VWSP VILL O WESTPRT SRICE

Attendance Sheet

District: Villages of Westport CDD

Meeting Date: January 27, 2025

	Supervisor	In Attendance	Fees
1.	<i>Ymsleken Scarlett</i> Chairperson	<input checked="" type="checkbox"/>	\$0
2.	Annina Guyton <i>Vice Chairperson</i>	<input checked="" type="checkbox"/>	\$200
3.	Carl Hawkins Assistant Secretary	<input checked="" type="checkbox"/>	\$200
4.	Godfrey Story Assistant Secretary	<input checked="" type="checkbox"/>	\$200
5.	Alice Sanford Assistant Secretary	<input checked="" type="checkbox"/>	\$200

0013105130011000

1.27.25 Payroll

District Manager: 

Date: 1-27-25

PLEASE RETURN COMPLETED FORM TO ALISON MOSSING

INVOICE

Villages of Westport CDD
475 W Town Pl Ste 114
St Augustine FL 32092

Customer #: 26731784
Invoice #: 9187754
Invoice Date: 1/1/2025
Cust PO #:

Job Number	Description	Amount
346100627	Villages of Westport CDD Exterior Maintenance For January	6,152.00
	0013205380046200 Jan landscape maintenance	
	Total invoice amount	6,152.00
	Tax amount	
	Balance due	6,152.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

Please detach stub and remit with your payment

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 26731784
Invoice #: 9187754
Invoice Date: 1/1/2025

Amount Due:	\$6,152.00
-------------	------------

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Villages of Westport CDD
475 W Town Pl Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Duval

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor, Villages of Westport Community Development District

(Full Name of Office – Abbreviations Not Accepted)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

[Signature]
Signature

(Affix Seal Below)

Sworn to and subscribed before me by means of X physical presence

Or online notarization this 27 day of January, 20 25.

[Signature]
Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ or Produced Identification ☐

Type of Identification Produced

ACCEPTANCE

I accept the office listed in the above Oath of Office.

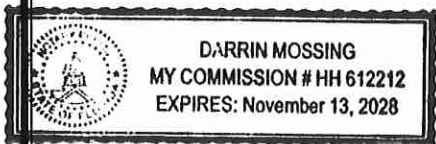
Mailing Address: Home ☒ Office ☐

12350 Cadley Circle
Street or Post Office Box

Sacksonville, FL 32219
City, State, Zip Code

Alice L. Sanford
Print Name

[Signature]
Signature





Florida Community Specialists, LLC
162 S. Prairie Lakes Drive
St. Augustine, Fl. 32084

Invoice Date 2/4/2025
Invoice No: 02-2025-01
Terms 15 Days

Invoice To:
Villages of Westport CDD
C/O GMS
475 W. Town Place Ste. 114
St. Augustine, Fl. 32092

Description	Budget - Code	Quantity	Item Amount	Amount
Field Services	Field Services	1	\$ 1,553.83	\$ 1,553.83
Janitorial	Janitorial	1	\$ 627.50	\$ 627.50
Pool Maintenance	Pool Maintenance	1	\$ 1,000.00	\$ 1,000.00
Facility Maintenance	Facility Maintenance Contracted	1	\$ 1,000.00	\$ 1,000.00
Reimbursement:				
Locksmith-Repair, Replace, Rekey Amenity Center	Amenity Repair	1	\$ 1,395.00	\$ 1,395.00

Total Payable	\$	5,576.33	\$	5,576.33
----------------------	-----------	-----------------	-----------	-----------------

Notes:

Thank you for choosing Florida Community Specialists (FCS) as your preferred service provider!
Howard "Mac" McGaffney - President

0013205380034000
0013305720046700
0013305720046400
0013305720046001
0013205380046000



24/7 Local - 904-900-7711
www.locksmithjacksonville.us

INVOICE
6600

•HOME •AUTO •BUSINESS

NAME _____ DATE 01-31-25

ADDRESS _____

CITY, STATE & ZIP CODE _____

PHONE _____

LOCATION _____

D.L. _____

MATERIAL	QTY	DESCRIPTION	PRICE	AMOUNT
	<u>61-</u>	DEADBOLT LOCK <u>1/2" -</u>	<u>296</u>	<u>00</u>
	<u>6-</u>	DOORKNOB LOCK <u>- 1/2" -</u>	<u>323</u>	<u>00</u>
		CYLINDER CHANGE		
	<u>1</u>	LOCK REKEY <u>6/10/15</u>	<u>390</u>	<u>00</u>
		COMMERCIAL LOCK		
		TOTAL MATERIAL		

LABOR	DESCRIPTION	HRS / RATE	AMOUNT
	SERVICE CALL <u>1212</u>	<u>92</u>	<u>00</u>
	TECHNICIAN LABOR TIME		
	REMOVE & INSTALL LOCKS <u>1</u>	<u>244</u>	<u>00</u>
	EMERGENCY LOCKOUT		
	CAR KEY PROGRAM		

- ☒ DOOR UNLOCK ☐ KEYLESS ☐ SAFE ☐ FRESH INSTALLATION
☐ KEY CUT ☐ IGNITION FIX ☐ REPAIR ☐ KEY EXTRACTION
☐ FIX LOCK ☐ CAR KEY ☐ _____
☐ REKEY ☐ PANIC BAR ☐ ADJUST ☐ DOOR CLOSER
☐ LOCK REBUILD ☐ MECHANISM ☐ PARTS ☐ COMBINATION LOCK
☐ MASTER REKEY ☐ PEEPHOLE ☐ _____

SUB TOTAL 1395.00

CASH

CREDIT D

TAX

TOTAL 1395.00

Our guarantee policy: 90 Days - non refundable for new locks & hardware only, available monday through friday 9am-5pm only, any service for an existing locks & hardware will guarantee for 90 days and will cover the key to work the cylinder only.

Customer acknowledges that the service described above have been completed to customer's satisfaction and upon customer's authorization on the total cost listed above is the agreed price for the services.

CUSTOMER SIGNATURE: _____ DATE: 01-31-25

AUTO	
YEAR	MAKE
MODEL	
LICENSE NO.	



Taylor Tree Services, Inc.
4600 Ave B
St. Augustine, FL 32095 US
+1 9046922008
taylortreeservicesinc@gmail.com

Invoice

BILL TO

Florida Community Specialists

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
19513	01/23/2025	\$1,900.00	01/23/2025	Due on receipt	

SCOPE	QTY	RATE	AMOUNT
Villages of Westport We propose to remove and (Flush Cut Only) large Live Oak Tree that has had what appears to be several large failures. Tree should be removed ASAP. Tree will be roped and pieced out, chipped up and all debris hauled away. Photos Provided. Work Completed on January 21, 2025.	1	1,900.00	1,900.00

BALANCE DUE

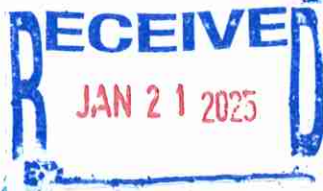
\$1,900.00

0013205380046300
Oak Tree Removal

Our mailing address recently changed, please make changes to our vendor information and please use mailing address above. New mailing address is
4600 Ave B, St. Augustine, FL 32095.



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256



Account Information

Invoice Number:
Invoice Date:
Branch:
Account Number:
Due Date:

75336447
01/11/2025
72
6433445
02/10/2025

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
VILLAGES OF WESTPOR 6702 SANDLE DR 32219					
Service From: 01/21/2025 To: 02/20/2025					
MONITORING			477.00	0.00	477.00
Service From: 01/21/2025 To: 02/20/2025					
RECURRING SERVICES			83.00	0.00	83.00

0013305720034500
Jan Security

Extended Total	Tax Total	Invoice Total	Prior Balance	Total Due
\$560.00	\$0.00	\$560.00	\$0.00	\$560.00

Important Messages

Sales scams are on the rise. Learn how to protect yourself.

www.vectorsecurity.com/sales-scam

For all inquiries call your local branch phone number: 1-904-265-7890

Please detach and return below portion with your payment
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

5L6HW9KG



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

Address Service Requested

3032000711 PRESORT PBPS002



VILLAGES OF WESTPORT CDD
ALISON MOSSING
475 W. TOWN PLACE STE 114
SAINT AUGUSTINE FL 32092-3649

Invoice

Customer Name: VILLAGES OF WESTPORT CDD
Invoice Number: 75336447
Invoice Date: 01/11/2025
Account Number: 6433445
Due Date: 02/10/2025
Amount Due: \$560.00

Amount Enclosed: \$

Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.
PO BOX 89462
CLEVELAND, OHIO 44101-6462



☐ Check box and fill out reverse side to correct billing address.

00000000720000000643344510075336447000000000560000



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 422129
Date 10/01/2024

Terms Net 30
Due Date 10/31/2024
Memo Monthly Fees

Bill To

Villages of Westport CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Field Services	1	1,600.00	1,600.00
Janitorial	1	910.00	910.00
Pool Maintenance	1	1,208.33	1,208.33
Facility Maintenance	1	907.67	907.67

Thank you for your business.

Total 4,626.00

PHONE: 877-284-8688
WEB: www.florida.bugoutservice.com
Text: 877-284-8688

**INVOICE# 74103351 Governmental Management
Services**



Thank you for allowing us to provide the following services:

46.96

Villages Of Westport
6714 Sandle Dr
Jacksonville , FL ON 2/16/2025

0013305720046600
Feb Pest Control



A RENTOKIL COMPANY
PO Box 13848
Reading, PA 19612-3848

Bill To #: 3075531	Date: 2/16/2025
Due Date: 3/18/2025	Invoice #: 74103351
Amount Due: 46.96	Amount Paid: _____
	Check No.: _____



Seq#: 000001
Governmental Management Services
393 PALM COAST PKWY SW UNIT 4
Palm Coast, FL 32137-4774



BUG OUT
PO BOX 740608
CINCINNATI OH 45274-0608

003075531000000000074103351000004696202503180003

LATE PAYMENT FEE INFORMATION

In the event that full payment is past due, a late payment fee will be added to the unpaid late balance. The late payment fee is equal to 1.5% per month (18% annual rate) of the unpaid late balance, or such lesser amount as may be the maximum amount permitted by law. This late payment fee will appear on the monthly statement. A minimum late charge of \$1.00 may be imposed.

FUEL/TRANSPORTATION SURCHARGE

Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to your invoice for any increase in the cost of fuel as measured above 2018 (as measured by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

INVOICE

C Buss Enterprises Inc
152 Lipizzan Trl
Saint Augustine, FL 32095-8512

clayton@cbussenterprises.com
+1 (904) 710-8161
www.cbussenterprises.com



Bill to
Villages of Westport
6702 Sandle Dr
Jacksonville, FL 32219

Invoice details
Invoice no.: 3063
Terms: Net 30
Invoice date: 02/24/2025
Due date: 03/26/2025

0013305720046400
Pool Repair Feb25

#	Product or service	Description	Qty	Rate	Amount
1.	POOL PARTS	10HP TEFC PREMIUM EFFICIENCY MOTOR 3-PHASE 1800RPM	1	\$2,540.03	\$2,540.03
2.	POOL PARTS	STAINLESS STEEL IMPELLER	1	\$2,379.23	\$2,379.23
3.	POOL PARTS	COMPLETE SEAL KIT -MOTOR SEAL -PAPER GASKETS -SHAFT SLEEVE	1	\$430.26	\$430.26
4.	LABOR	INSTALLATION/REPAIR LABOR, PER HOUR	1	\$150.00	\$150.00

Total \$5,499.52

THANK YOU FOR YOUR BUSINESS! PLEASE MAKE CHECKS
PAYABLE TO C BUSS ENTERPRISES AND MAIL TO 152 LIPIZZAN
TRAIL, ST. AUGUSTINE, FL 32095

Note to customer
THIS REPAIR IS COMPLETE. THANK YOU FOR YOUR BUSINESS!



Florida Community Specialists, LLC
162 S. Prairie Lakes Drive
St. Augustine, Fl. 32084

0013305720046400
 0013205380046000
 0013205380046000
 0013305720059100
 0013205380046000
 0013305720059100
 0013305720059100
 0013305720059100
 0013205380046000
 0013305720059100
 0013305720059100

Invoice Date 11/20/2024
Invoice No: 02-202411
Terms 15 Days

Invoice To:
Villages of Westport CDD
C/O GMS
475 W. Town Place Ste. 114
St. Augustine, Fl. 32092

Description	Code	Quantity	Item Amount	Amount
Pinch-A-Penny				
Reimbursement: Pool Chemicals: Shock/BI-Carb	Pool Chemicals	1	\$ 285.97	\$ 285.97
Dollar General				
Reimbursement: Zip Ties	Amenity Repairs	1	\$ 1.88	\$ 1.88
The Home Depot				
Reimbursement: Hardware, cable ties, teflon tape	Amenity Repairs	1	\$ 16.21	\$ 16.21
The Home Depot				
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 318.53	\$ 318.53
Lowe's Home Centers				
Reimbursement: Trash Bags, Caulk, Lock for Pool Enclosure	Amenity Repairs	1	\$ 34.25	\$ 34.25
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 301.74	\$ 301.74
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 202.71	\$ 202.71
Amazon				
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 777.08	\$ 777.08
Reimbursement: Mounting Brackets for permanent lights	Holiday Lighting	1	\$ 154.08	\$ 154.08
Hobby Lobby				
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 64.48	\$ 64.48
Reimbursement: Holiday Lights and Installation Supplies	Holiday Lighting	1	\$ 408.81	\$ 408.81

Total Payable \$ 2,565.74 \$ 2,565.74

Notes:

CDD Board Approved NTE \$1,500 for Holiday Decorations. HOA Board approved a contribution of \$800. NTE total = \$2,300
 Total Holiday Decorations/Lighting= \$2,227.43

Thank you for choosing Florida Community Specialists (FCS) as your preferred service provider!
Howard "Mac" McGaffney - President

Void 2030
 11/22/24

DOLLAR GENERAL STORE #7457
3139 DUNN AVE,
JACKSONVILLE, FL 32218
(904) 420-2126
SALE TRANSACTION

PE 4 INCH BLACK Z 430001915091 \$1.75
Tax: \$1.75 @ 7.5% \$0.13
Amount to pay \$1.88
Visa \$1.88

SA CREDIT *****8833
pe: MOBILE Auth Code: 036718
D: *****27013 TID: ****6000
TOTAL PURCHASE \$1.88

Save Time. Save Money.
Every Day! At Dollar General

TRE TILL TRANS. DATE
457 1 173151 11-05-24 11:37 AM

our cashier was: TAWLIE



99902074570011731514

VILLAGES OF WESTPORT
ZIP TIES FOR POOL
CHEMICAL TUBES

VILLAGES OF WESTPORT
POOL CHEMICALS

**PINCH-A-PENNY
POOL-PATIO-SPA**

The Perfect People For A Perfect Pool



Like Us on Facebook
For Our Special Offers!

Pinch A Penny 219
731 Duval Station Road
Unit # 103
Jacksonville FL 32210
904-379-3621

Sales Receipt

Transaction #: 200213
Account #: 9043860186
Customer: Howard McGaffney
Date: 11/11/2024 Time: 3:03 PM
Cashier: Chancellor Chris Register #: 1

Item	Description	Amount
00933465	SUPER SHOCK 4-WAY 25 LB	\$159.99
92220011	TOTAL ALKALINITY 50 LB.	\$125.98
	2 @ \$62.99	

Sub Total \$285.97
Total \$285.97

SIDE TERMINAL Tendered \$285.97
Change Due \$0.00

AMOUNT: \$285.97
SIDE TERMINAL -- 285.97

Transaction Type: Sale
Reference Id: 464155348562
Approval Code: Approved
Response Code: 0
Response Message: Approved
Entry Method: ContactlessICC
Card Type: Visa
Cardholder: CARDHOLDER

HOBBY LOBBY

Super Savings, Super Selection!

200 State Road 312

St. Augustine, FL 32086

Hobby Lobby Store #226 (904) 810-1031

S-226 R-5 T-3462 TYRAH ANN C SALE
104000000 Christmas 119.94
Promo 50% Off (39.99-20.00)
6 @ 19.99 ea
104000000 Christmas 263.92
Promo 50% Off (65.99-33.00)
8 @ 32.99 ea

SUBTOTAL 383.86
TAX TOTAL 24.95
TOTAL 408.81

VISA
ACCOUNT #: *****1483
AUTH#: 019363
ACCT: VISA INSERTED
VISA CREDIT
CARD # *****1483 EXP **/**
REF # AUTH # RESP 00
195711191042 019363 ISO 00
AID: A0000000031010
TSI: 6800 ARC: CUR:0840
TVR: 8000008000
APP: VISA CREDIT
IAD: 06011203A0A000

HOLIDAY LIGHT
No Signature
CHANGE DUE 0.00

Number of Items Purchased: 14

Total savings: 364.00

Thank You. Please come again.

Become a fan on Facebook.

Sign up today for our Hobby Lobby App

Visit our website at www.hobbylobby.com



0226005034621119246

11/19/24 07:57 PM

RETURN POLICY

Hobby Lobby values customer satisfaction,
with or without the receipt.

WITH ORIGINAL SALES RECEIPT:

Within 90 days of purchase, we will gladly exchange the merchandise, give a store credit, or issue a refund based on the original method of payment. There will be a wait of 10 calendar days on check purchases, or merchandise credit can be issued.*

HOBBY LOBBY

Super Savings, Super Selection!

15324 Max Leggett Parkway, Sui

Jacksonville, FL 32218

Hobby Lobby Store #368 (904) 757-7140

S-368 R-1 T-0774 SHEILA S SALE
104000000 Christmas 59.98
Promo 50% Off (59.99-30.00)
2 @ 29.99 ea

SUBTOTAL 59.98
TAX TOTAL 4.50
TOTAL 64.48

VISA
ACCOUNT #: *****1483
AUTH#: 018300
ACCT: VISA INSERTED
VISA CREDIT
CARD # *****1483 EXP **/**
REF # AUTH # RESP 00
152311181042 018300 ISO 00
AID: A0000000031010
TSI: 6800 ARC: CUR:0840
TVR: 8000008000
APP: VISA CREDIT
IAD: 06011203A02000

HOLIDAY LIGHTS
No Signature
CHANGE DUE 0.00

Number of Items Purchased: 2

Total savings: 60.00

Thank You. Please come again.

Become a fan on Facebook.

Sign up today for our Hobby Lobby App

Visit our website at www.hobbylobby.com



0368001007741118247

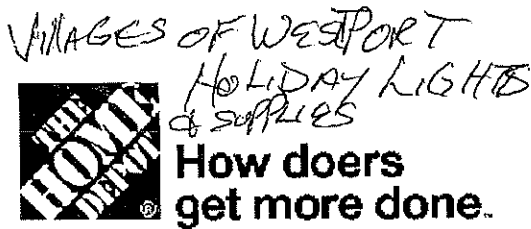
11/18/24 03:22 PM

RETURN POLICY

Hobby Lobby values customer satisfaction,
with or without the receipt.

WITH ORIGINAL SALES RECEIPT:

Within 90 days of purchase, we will gladly exchange the merchandise, give a store credit, or issue a refund based on the original method of payment. There will be a wait of 10 calendar days on check purchases, or merchandise credit can be issued.*



12111 LEM TURNER RD
JACKSONVILLE, FL 32218 (904)766-2818

6351 00051 61948 11/14/24 03:19 PM
SALE CASHIER VERONICA

-----Military Discount-----
029944603672 100LRED/WW <A> <M>
100L RED/WHITE C9 LED STEADY LIT
3049.98 149.94
MAX REFUND VALUE \$134.97/3
029944599814 24LRED/WHC9 <A> <M>
24L RED/WHITE C9 LED STEADY LIT
9014.98 134.82
MAX REFUND VALUE \$121.32/9
051141379005 SCOTCH <A> <M> 29.93
SCOTCH EXTREME 1" X 10FT CLEAR 1PR
MAX REFUND VALUE \$26.94
049223595252 1-1/4IN.WHCH <A> <M> 5.93
OOK HOOKS 1-1/4" WHT 40PK
MAX REFUND VALUE \$5.34
049223555430 CUPHKWHITE <A> <M> 4.47
OOK HOOKS 7/8" WHT 40PK
MAX REFUND VALUE \$4.02
887480016413 MACH SCREW <A> <M> 1.38
MCH SCRWS SS PHL FLT #8 X 1-3/4
MAX REFUND VALUE \$1.24
887480146417 MACH SCR <A> <M> 1.38
MCH SCRWS SS PHL FLT #8 X 1-1/2
MAX REFUND VALUE \$1.24
887480023411 BAG FASTNR <A> <M> 1.38
WING NUT ZINC #8
MAX REFUND VALUE \$1.21
Military Discount -32.92

SUBTOTAL 296.31
SALES TAX 22.22
TOTAL \$318.53

XXXXXXXXXXXX1483 VISA
USD\$ 318.53
AUTH CODE 014765/8514893 TA
Chip Read
AID A0000000031010 VISA CREDIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-0186 SUMMARY
THIS RECEIPT PO/JOB NAME: VILLAGES OF WEST
PORT CDD

2024 PRO XTRA SPEND 11/13: \$27.40

Get the CREDIT LINE your business needs
PLUS earn Perks 4X FASTER when you join
Pro Xtra, register, & use your Pro Xtra
Credit Card. Apply and SAVE UP TO \$100.
Learn more at homedepot.com/credit

<M> = Military Appreciation

6351 11/14/24 03:19 PM



VILLAGES OF WESTPORT
AMENITY REPAIRS
- POOLS
- SIGNS



How doers
get more done.

12111 LEM TURNER RD
JACKSONVILLE, FL 32218 (904)766-2818

6351 00054 06376 11/05/24 11:57 AM
SALE SELF CHECKOUT

032076921385 RING 8 <A> 5.34
8 AWG 1/4" VINYL RING TERMINAL 5PK
019442148492 1/4 GAL PLUG <A> 2.96
1/4" GAL PLUG
887480063714 SHEET SCREW <A> 1.38
SMS ZINC PHL PAN #8 X 5/8
821454009872 7.5" BKTIE20P <A> 4.42
CE 8" BLACK UV RESIST CABLE TIE 20PK
078864178500 PTFE TAPE <A> 0.98
1/2"X260" PTFE TAPE

SUBTOTAL 15.08
SALES TAX 1.13
TOTAL \$16.21

XXXXXXXXXXXX8833 VISA

AUTH CODE 08328D/7541466
Contactless Verified By PIN
AID A0000000031010 VISA CREDIT

USD\$ 16.21
TA

6351 11/05/24 11:57 AM



6351 54 06376 11/05/2024 9517

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 02/03/2025

mylowe's Rewards



SIGN IN TO TRACK REWARDS AND MANAGE ACCOUNT

LOWE'S HOME CENTERS, LLC
13125 CITY SQUARE DRIVE
JACKSONVILLE, FL 32218 (904) 696-4063

- MILITARY - PERSONAL USE SALE -
- SALE -

SALES#: FSTLAN03 4798425 TRANS#: 639679042 11-18-24

423856 PJS 3 WIRE 1 TO 3 OUTDR Q	4.21
4.68 DISCOUNT EACH	-0.47
155550 UTL OUTDOOR 2-OUTLET DIAL	16.18
17.98 DISCOUNT EACH	-1.80
2504435 1/0 TAT 2.5FT 2PC IDR PWR	10.78
11.98 DISCOUNT EACH	-1.20
5286167 HL RD/GRN/GOLD SP ORNAMENT	157.40
34.98 DISCOUNT EACH	-3.50
5 @ 31.48	

HOLIDAY LIGHTS

SUBTOTAL:	188.57
TOTAL TAX:	14.14
INVOICE 97826 TOTAL:	202.71
VISA:	202.71

=====

TOTAL SAVINGS THIS TRIP: **\$20.97**

=====

***** MY LOWE'S REWARDS *****

EST. POINTS EARNED: 235*

* Points are awarded on eligible purchases
for orders that have been settled and fulfilled

mylowe's Rewards



SIGN IN TO TRACK REWARDS AND MANAGE ACCOUNT

LOWE'S HOME CENTERS, LLC
4040 OLDFIELD CROSSING DR.
JACKSONVILLE, FL 32223 (904) 886-7112

- MILITARY - PERSONAL USE SALE -
- SALE -

SALES#: S05024BW 5114970 TRANS#: 773285910 11-18-24

5286167 HL RD/GRN/GOLD SP ORNAMENT	283.32
34.98 DISCOUNT EACH	-3.50
9 @ 31.48	
142726 SHIPPING CHARGE	0.00

ORDER#: 200502316240330565

HOLIDAY LIGHTS

SUBTOTAL:	283.32
TOTAL TAX:	18.42
INVOICE 77744 TOTAL:	301.74
VISA:	301.74

=====

TOTAL SAVINGS THIS TRIP: **\$31.50**

=====

***** MY LOWE'S REWARDS *****

EST. POINTS EARNED: 354*

* Points are awarded on eligible purchases
for orders that have been settled and fulfilled

THANK YOU FOR YOUR
MILITARY SERVICE

VILLAGES OF WESTPORT
AMENITY SUPPLIES/REPAIRS

mylowe's Rewards



SIGN IN TO TRACK REWARDS AND MANAGE ACCOUNT

LOWE'S HOME CENTERS, LLC
1955 US HIGHWAY 1 SOUTH
ST. AUGUSTINE, FL 32086 (904) 417-4242

- MILITARY - PERSONAL USE SALE -

- SALE -

SALES#: FSTLAN03 5089855 TRANS#: Z32248442 11-07-24

196042 39-GAL 50-CT 1.2HL CNTR C	17.98
19.98 DISCOUNT EACH	-2.00
553859 10.1-OZ DYNAFLEX 230 ALMO	5.65
6.28 DISCOUNT EACH	-0.63
5990892 RB PASSUARD COMBO PADLOCK	8.53
9.48 DISCOUNT EACH	-0.95

TRASH BAGS
CAULK
LOCK

SUBTOTAL:	32.16
TOTAL TAX:	2.09
INVOICE 94180 TOTAL:	34.25
VISA:	34.25

TOTAL SAVINGS THIS TRIP: \$3.58

***** MY LOWE'S REWARDS *****

EST. POINTS EARNED: 40*

* Points are awarded on eligible purchases
for orders that have been settled and fulfilled

THANK YOU FOR YOUR
MILITARY SERVICE

Final Details for Order #111-2036278-1173045

[Print this page for your records.](#)

Order Placed: November 8, 2024
Amazon.com order number: 111-2036278-1173045
Order Total: \$777.08

Shipped on November 9, 2024

Items Ordered	Price
1 of: Govee Permanent Outdoor Lights Pro, 200ft with 120 RGBIC LED Lights for Dally and Accent Lighting, 75 Scene Modes for Christmas, IP67 Waterproof, Works with Alexa, Google Assistant, Matter, White	\$699.99
Sold by: Govee US (seller profile)	
Supplied by: Govee US (seller profile)	
Condition: New	
3 of: LifCratms 120Pcs White Screws #8 x 1/2", White Pan Head Screws Stainless Steel White Wood Screws Self-Tapping Screws Phillips Sheet Metal Screws	\$9.89
Sold by: Lin's homro (seller profile)	
Supplied by: Lin's homro (seller profile)	
Condition: New	

Shipping Address:
Howard McGaffney
162 S PRAIRIE LAKES DR
ST AUGUSTINE, FL 32084-9318
United States

Shipping Speed:
FREE Prime Delivery

Payment information			
Payment Method: Amazon Visa ending in 7915 Earns 5% back	Item(s) Subtotal:		\$729.66
	Shipping & Handling:		\$0.00

Billing address Howard McGaffney 162 S PRAIRIE LAKES DR ST AUGUSTINE, FL 32084-9318 United States	Total before tax:		\$729.66
	Estimated tax to be collected:		\$47.42

Grand Total:		\$777.08	
Credit Card transactions	Visa ending in 7915: November 9, 2024:		\$777.08

To view the status of your order, return to Order Summary.

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Final Details for Order #111-7660357-4793821

[Print this page for your records.](#)

Order Placed: November 8, 2024
Amazon.com order number: 111-7660357-4793821
Order Total: \$154.08

Shipped on November 9, 2024

Items Ordered
1 of: Gov-ee PRO Model H706A H706C Outdoor Light Mount - TAPERED Screw Hole | Outdoor Home Lighting Brackets | Light Mount Bracket for PRO | Gift for Dad | Underglow Roof (120pk (200ft H706C Kit), White) **Price** \$139.99
Sold by: Practical Prints 3D TX LLC (seller profile)
Supplied by: Other

Condition: New

Shipping Address:
Howard McGaffney
162 S PRAIRIE LAKES DR
ST AUGUSTINE, FL 32084-9318
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method: Amazon Visa ending in 7915 Earns 5% back	Item(s) Subtotal: \$139.99 Shipping & Handling: \$4.99 ----- Total before tax: \$144.98 Estimated tax to be collected: \$9.10 ----- Grand Total: \$154.08
Billing address Howard McGaffney 162 S PRAIRIE LAKES DR ST AUGUSTINE, FL 32084-9318 United States	
Credit Card transactions	Visa ending in 7915: November 9, 2024: \$154.08

To view the status of your order, return to Order Summary.

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English

United States

[Help](#)



G-FORCE Jacksonville

Howard McGaffney
4758 W Town Pl 114
St Augustine, FL 32084

(904) 386-0186
howard@flcspec.com

0013205380046000

INVOICE	#3920240213
INVOICE DATE	Feb 14, 2025
PAYMENT TERMS	On date
DUE DATE	Feb 28, 2025
DEPOSIT DUE	\$1,375.65

SERVICE ADDRESS

6702 Sandle Dr
Jacksonville, FL 32219

CONTACT US

255 Rivertown Shops Dr, STE 102-149
Saint John, FL 32259

(904) 657-8559
jacksonville@gogforce.com

INVOICE

Services	qty
Mobilizations - Mobilization - Initial	1.0
Initial Mobilization Fee - Includes Costs for Crew, Transportation, Set-up, and Breakdown. ***NOTE: Additional Mobilization Fee will be Charged at a rate of \$500 if Site is Not Ready for Service, for any reason, at our Scheduled Arrival Time (Excluding Weather Issues).***	
Sealcoat Parking Lot	12000.0
Includes general site cleanup, pre-treatment of oils stains, and application of two coats of sealcoat material.	
Re-Stripe	1.0
Re-Stripe as Currently Laid Out. Includes all of the below listed items.	
Over Sealcoat	1.0
Up Charge for Striping over Sealcoat	
Stall - Single	23.0
Single Stall - Standard 4" line at 18' - 20' - White or Yellow as Specified by Customer	
ADA Stall	1.0
ADA Stall - 12' Wide Stall for ADA Compliance, with symbol without background	
Access Aisle	1.0
Access Aisle - 5' Wide Hatch-Marked Stall for ADA Compliance	
STOP Bar	2.0
STOP Bar - 24" Wide	
Notes - Notes - Re-seal/Repair	1.0

ALL QUANTITIES ARE FROM GOOGLE-EARTH. QUANTITIES WILL BE FIELD VERIFIED PRIOR TO BILLING.

ALL M.O.T. (TRAFFIC CONTROL) IS EXCLUDED. G-FORCE PARKING LOT STRIPING OF JACKSONVILLE DOES NOT PROVIDE MAINTENANCE OF TRAFFIC SERVICES, EQUIPMENT OR PERSONNEL.

G-FORCE RECOMMENDS "POWER BROOMING" (BY OTHERS) PRIOR TO SEALCOAT APPLICATION TO AID IN ADHESION & LONGEVITY OF SEALCOAT. ALL REMOVAL OF DEBRIS AND / OR VEGETATIVE MATTER IS EXCLUDED.

ALL SEALCOATED AREAS MUST REMAIN FREE OF TRAFFIC (VEHICLE & PEDESTRIAN) FOR A PERIOD OF 24 HOURS AFTER SEALCOATING.

AMBIENT TEMPERATURE MUST BE 60 DEGREES (F) PRIOR TO BEGINNING SEALCOAT APPLICATION & MUST REMAIN OVER 60 DEGREES (F) FOR AT LEAST 8 HOURS.

SEALCOAT ON CONCRETE SURFACE IS EXCLUDED. MANUFACTURER DOES NOT RECOMMEND SEALCOAT APPLICATION ON CONCRETE SURFACES DUE TO ADHESION ISSUES.

ALL PAINT TO BE 1 COAT CONVENTIONAL NON-REFLECTIVE (UNLESS REFLECTIVE BEADS ARE NOTED IN INDIVIDUAL ITEM DESCRIPTIONS) LATEX TRAFFIC PAINT. PAINT MANUFACTURERS RECOMMEND ALLOWING NEW SURFACES TO CURE 30 DAYS PRIOR TO PAINT APPLICATION.

PAINTED CURB, WHEELSTOPS AND PAVEMENT MESSAGES ARE EXCLUDED. UNLESS NOTED ABOVE.

Notes - Notes	1.0
"Pricing is based upon directive from customer. Cost includes all labor, material and equipment to perform the proposed work in a safe and workmanlike manner consistent with current "best" construction practices.	
We will clean "normal dirt" from area prior to re-striping. Excessive dirt that requires additional cleaning will incur additional charges or will need to be complete prior to us arriving. All striping is quoted as traffic paint unless specifically denoted as thermoplastic. Any required or additional thermoplastic will be charged accordingly.	
Work quoted is to be available for completion per the estimate. Should more trips be required due to unavailability of the work area, add \$500.00 for each additional trip. Proposal includes only work as specified on plans provided by customer. We are not responsible for omissions, errors, or subsequent revisions by others; any and all MOT and traffic control by others. Price is based on google image.	
Approval of this estimate accepts our terms and conditions.	
Payment is due upon completion.	
ANY ITEM OR SERVICE NOT LISTED IN ABOVE DESCRIPTIONS IS DEEMED EXCLUDED."	

Services subtotal: \$3,057.00

Subtotal	\$3,057.00
Job Total	\$3,057.00
Deposit Due	\$1,375.65

48 Locations Nationwide, All Veteran-Owned and Operated. We appreciate your business!

See our [Terms & Conditions](#)

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

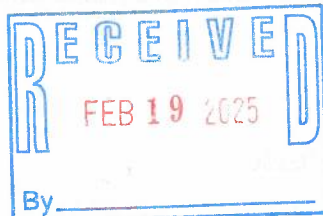
Invoice**Invoice #:** 89**Invoice Date:** 2/1/25**Due Date:** 2/1/25**Case:****P.O. Number:****Bill To:**

Villages of Westport CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - February 2025		3,408.58	3,408.58
Website Administration - February 2025		100.00	100.00
Information Technology - February 2025		150.00	150.00
Dissemination Agent Services -February 2025		250.00	250.00
Record Storage - February 2025		50.00	50.00
Office Supplies		0.18	0.18
Postage		4.14	4.14
Copies		75.45	75.45
Telephone		84.96	84.96
0013105130034000			
0013105130049500			
0013105130035100			
0013105130031300			
0013105130049000			
0013105130051000			
0013105130042000			
0013105130042500			
0013105130041000			
Total			\$4,123.31
Payments/Credits			\$0.00
Balance Due			\$4,123.31



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256



Account Information

Invoice Number: 75498255
Invoice Date: 02/11/2025
Branch: 72
Account Number: 6433445
Due Date: 03/13/2025

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
PRIOR BALANCE, INCLUDING PAYMENTS RECEIVED AS OF 02/11/2025. PLEASE DISREGARD IF PAID.					709.00
INVOICE CLIENT \$777.00 FOR EQUIPMENT.					
Job# 250126864 VILLAGES OF WESTPORT 6702 SANDLE DR ATTN:DARRIN MOSSING JACKSONVILLE, FL 32219					
INSTALLATION COMMERCIAL	1.00	425.00	425.00	0.00	425.00
INSTALLATION COMMERCIAL	1.00	153.00	153.00	0.00	153.00
INSTALLATION COMMERCIAL	1.00	149.00	149.00	0.00	149.00
INSTALLATION COMMERCIAL	1.00	50.00	50.00	0.00	50.00
Site Subtotal			777.00	0.00	777.00
0013305720034500 Feb Equipment Install					
Extended Total			\$777.00		
Tax Total			\$0.00		
Invoice Total			\$777.00		
Prior Balance			\$709.00		
Total Due					\$1,486.00

Important Messages

Sales scams are on the rise. Learn how to protect yourself.

www.vectorsecurity.com/sales-scam

For all inquiries call your local branch phone number: 1-904-265-7890

Please detach and return below portion with your payment
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

5L6HW9KG

Invoice

Customer Name: VILLAGES OF WESTPORT CDD
Invoice Number: 75498255
Invoice Date: 02/11/2025
Account Number: 6433445
Due Date: 03/13/2025
Amount Due: \$1,486.00

Amount Enclosed: \$

Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.
PO BOX 89462
CLEVELAND, OHIO 44101-6462



Address Service Requested

8440000178 PRESORT PBPS001



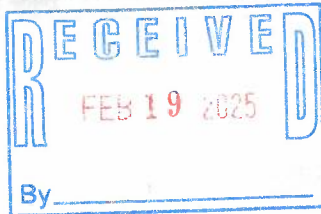
VILLAGES OF WESTPORT CDD
ALISON MOSSING
393 PALM COAST PKWY SW # 4
PALM COAST FL 32137-4774

☐ Check box and fill out reverse side to correct billing address.

00000000720000000643344510075498255000000001486008



9456 Philips Highway, Suite 1
Jacksonville, FL 32256



Account Information

Invoice Number: 75498256
Invoice Date: 02/11/2025
Branch: 72
Account Number: 6433445
Due Date: 03/13/2025

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
PRIOR BALANCE, INCLUDING PAYMENTS RECEIVED AS OF 02/11/2025. PLEASE DISREGARD IF PAID.					1,337.00
INVOICE CLIENT \$149.00 FOR AN OUTDOOR MOTION.					
Job# 250127489 VILLAGES OF WESTPORT 6702 SANDLE DR ATTN:DARRIN MOSSING JACKSONVILLE, FL 32219					
ADD ON COMMERCIAL	1.00	149.00	149.00	0.00	149.00
Site Subtotal			149.00	0.00	149.00
0013305720034500 Feb Outdoor Motion Sec					

Extended Total	Tax Total	Invoice Total	Prior Balance	Total Due
\$149.00	\$0.00	\$149.00	\$1,337.00	\$1,486.00

Important Messages

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www.vectorsecurity.com/sales-scam

For all inquiries call your local branch phone number: 1-904-265-7890

Please detach and return below portion with your payment
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

5L6HW9KG



9456 Philips Highway, Suite 1
Jacksonville, FL 32256

Address Service Requested

VILLAGES OF WESTPORT CDD
ALISON MOSSING
393 PALM COAST PKWY SW # 4
PALM COAST FL 32137-4774

Invoice

Customer Name: VILLAGES OF WESTPORT CDD
Invoice Number: 75498256
Invoice Date: 02/11/2025
Account Number: 6433445
Due Date: 03/13/2025
Amount Due: \$1,486.00

Amount Enclosed: \$

Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.
PO BOX 89462
CLEVELAND, OHIO 44101-6462



☐ Check box and fill out reverse side to correct billing address.

00000000720000000643344510075498256000000001486007



9456 Philips Highway, Suite 1
Jacksonville, FL 32256



Account Information

Invoice Number: 75501847
Invoice Date: 02/12/2025
Branch: 72
Account Number: 6433445
Due Date: 03/14/2025

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
PRIOR BALANCE, INCLUDING PAYMENTS RECEIVED AS OF 02/12/2025. PLEASE DISREGARD IF PAID.					1,486.00
VILLAGES OF WESTPOR 6702 SANDLE DR 32219 Service From: 02/10/2025 To: 03/20/2025 RECURRING SERVICES			68.28	0.00	68.28
0013305720034500 Feb Security					
Extended Total			\$68.28		
Tax Total				\$0.00	
Invoice Total			\$68.28		
Prior Balance					\$1,486.00
					Total Due \$1,554.28

Important Messages

Sales scams are on the rise. Learn how to protect yourself.

www.vectorsecurity.com/sales-scam

For all inquiries call your local branch phone number: 1-904-265-7890

Please detach and return below portion with your payment
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

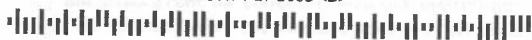
5L6HW9KG



9456 Philips Highway, Suite 1
Jacksonville, FL 32256

Address Service Requested

5534000846 PRESORT PBPS003



VILLAGES OF WESTPORT CDD
ALISON MOSSING
393 PALM COAST PKWY SW # 4
PALM COAST FL 32137-4774

Invoice

Customer Name: VILLAGES OF WESTPORT CDD
Invoice Number: 75501847
Invoice Date: 02/12/2025
Account Number: 6433445
Due Date: 03/14/2025
Amount Due: \$1,554.28

Amount Enclosed: \$
Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.
PO BOX 89462
CLEVELAND, OHIO 44101-6462



☐ Check box and fill out reverse side to correct billing address.

00000000720000000643344510075501847000000001554289



225 N. Pearl St.
Jacksonville, FL
32202-4513



VILLAGES OF WESTPORT CDD

Phone: (904) 665-6000 Online: ea.com

Account : 0230853498
Bill Date: 02/03/25
Cycle: 03

Amount Due
\$2,214.51
Please pay by 02/25/25 to avoid
1.5% late payment charge.

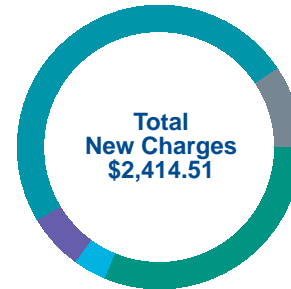
TOTAL SUMMARY OF CHARGES

Electric	\$	782.02
Water		51.60
Sewer		120.28
Irrigation		1,260.61
Other Activities.....		200.00
Total New Charges	\$	2,414.51

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	3,469.75
Payment(s) Received		-3,669.75
Balance Before New Charges		-200.00
New Charges		2,414.51

A late payment charge will be assessed for unpaid balance. \$ **2,214.51**



Electric	\$782.02
Water	\$51.60
Sewer	\$120.28
Irrigation	\$1,260.61
Other	\$200.00

MESSAGES



Please pay \$2,214.51 by 02/25/25 to avoid 1.5% late payment charge and service disconnections.



Use power strips as central turn off points when you are finished using electronics.



By turning off the faucet, following irrigation restrictions and checking for leaks, you can help preserve our most valuable natural resource.

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →



- ☐ Check here for telephone/mail address correction and fill in on reverse side.
- ☐ Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: 0230853498

Bill Date: 02/03/25

Please pay by 02/25/25 to avoid 1.5% late payment charge.

TOTAL AMOUNT PAID

\$2,214.51

VILLAGES OF WESTPORT CDD
3501 QUADRANGLE BLVD STE 270
ORLANDO FL 32817-8329

*** JEA ***
PO BOX 45047
JACKSONVILLE FL32232-5047

721402308534980000000000004000221451010100000000300016



VILLAGES OF WESTPORT CDD

Account : 0230853498

Bill Date: 02/03/25

Cycle: 03



Phone: (904) 665-6000



Online: ea.com

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12060 BRADDOCK RD

Service Period: 12/30/24 - 01/30/25

Reading Date: 01/30/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24072186	31	41145	Regular	1	449 KWH

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06276 per kWh)		28.18
Tax Exempt Fuel Cost (\$0.03223 per kWh)		14.47
Taxable Fuel Cost (\$0.00511 per kWh)		2.29
City of Jacksonville Franchise Fee		1.98
Gross Receipts Tax		1.74

Total Current Electric Charges \$ 69.66
IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 12060 BRADDOCK RD

Service Period: 01/02/25 - 02/03/25

Reading Date: 02/03/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
8193073	32	3472	Regular	1 1/2	192000 GAL

Basic Monthly Charge	\$	63.00
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35
Tier 2 Consumption (> 14 kgal @ \$4.33)		770.73
City of Jacksonville Franchise Fee		26.61

Total Current Irrigation Charges \$ 913.69
ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12424 CADLEY CIR

Service Period: 12/30/24 - 01/30/25

Reading Date: 01/30/25

Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24072169	31	34828	Regular	1	666 KWH

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06276 per kWh)		41.80
Tax Exempt Fuel Cost (\$0.03223 per kWh)		21.47
Taxable Fuel Cost (\$0.00511 per kWh)		3.40
City of Jacksonville Franchise Fee		2.63
Gross Receipts Tax		2.32

Total Current Electric Charges \$ 92.62
ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12507 HOPTREE RD APT SG01

Service Period: 12/30/24 - 01/30/25

Reading Date: 01/30/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
26023660	31	69	Regular	1	11 KWH

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06276 per kWh)		0.69
Tax Exempt Fuel Cost (\$0.03223 per kWh)		0.35
Taxable Fuel Cost (\$0.00511 per kWh)		0.06
City of Jacksonville Franchise Fee		0.66
Gross Receipts Tax		0.58

Total Current Electric Charges \$ 23.34
IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 12515 HOPTREE RD APT IR01

Service Period: 12/29/24 - 01/29/25

Reading Date: 01/29/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
91401661	31	738	Regular	1	1000 GAL

Basic Monthly Charge	\$	31.50
Tier 1 Consumption (1-14 kgal @ \$3.81)		3.81
City of Jacksonville Franchise Fee		1.06

Total Current Irrigation Charges \$ 36.37
ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 6714 SANDLE DR

Service Period: 12/30/24 - 01/30/25

Reading Date: 01/30/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22960690	31	83398	Regular	1	5430 KWH

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06276 per kWh)		340.79
Tax Exempt Fuel Cost (\$0.03223 per kWh)		175.01
Taxable Fuel Cost (\$0.00511 per kWh)		27.75
City of Jacksonville Franchise Fee		16.94
Gross Receipts Tax		14.91

Total Current Electric Charges \$ 596.40



Account : 0230853498

Bill Date: 02/03/25

Cycle: 03



Phone: (904) 665-6000



Online: ea.com

WATER SERVICE

Billing Rate: Commercial Water Service

Service Address: 6714 SANDLE DR

Service Period: 12/29/24 - 01/28/25

Reading Date: 01/28/25

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
77680745	30	2201	Regular	1	10000 GAL

Basic Monthly Charge \$ 31.50

Water Consumption Charge 18.60

City of Jacksonville Franchise Fee 1.50

Total Current Water Charges \$ 51.60

SEWER SERVICE

Billing Rate: Commercial Sewer Service

Service Address: 6714 SANDLE DR

Service Period: 12/29/24 - 01/28/25

Reading Date: 01/28/25

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
77680745	30	2201	Regular	1	10000 GAL

Basic Monthly Charge \$ 52.88

Sewer Usage Charge 63.90

City of Jacksonville Franchise Fee 3.50

Total Current Sewer Charges \$ 120.28

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 6714 SANDLE DR

Service Period: 12/29/24 - 01/29/25

Reading Date: 01/29/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
76679032	31	20405	Regular	2	39000 GAL

Basic Monthly Charge \$ 100.80

Tier 1 Consumption (1-14 kgal @ \$3.81) 53.35

Tier 2 Consumption (> 14 kgal @ \$4.33) 108.24

City of Jacksonville Franchise Fee 7.87

Total Current Irrigation Charges \$ 270.26

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 6813 MYRTLE OAK RD APT IR01

Service Period: 12/29/24 - 01/29/25

Reading Date: 01/29/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
514047435	31	78	Regular	1	2000 GAL

Basic Monthly Charge \$ 31.50

Tier 1 Consumption (1-14 kgal @ \$3.81) 7.62

City of Jacksonville Franchise Fee 1.17

Total Current Irrigation Charges \$ 40.29

OTHER ACTIVITIES

Service Address: 6714 SANDLE DR

Commercial Irrigation Service

Environmental Inspection/Service Fee \$ 100.00

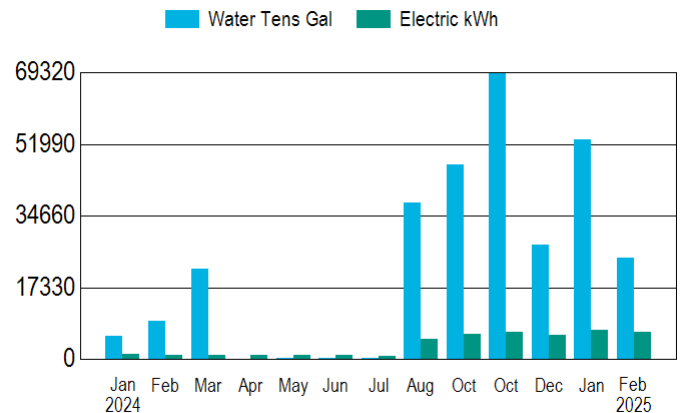
Service Address: 6714 SANDLE DR

Commercial Sewer Service

Environmental Inspection/Service Fee \$ 100.00

Total Other Activities \$ 200.00

CONSUMPTION HISTORY



	1 Year Ago	Last Month	This Month	Average Daily
Total kWh Used	1,163	7,001	6,556	211
Total Gallons Used	56,000	531,000	244,000	8,133



9825 San Jose Blvd.
unit 26
Jacksonville, FL 32257
(904) 292-1104

PAID
IN
FULL

INVOICE

INV-6139

www.signaramajacksonville.com

Payment Terms: Cash Customer

Created Date: 2/24/2025

DESCRIPTION: Creston replacement sign

Bill To: Villages of Westport Community
475 West Town Place
Ste 114
St Augustine , FL 32092
US

Pickup At: Signarama
9825 San Jose Blvd.
unit 26
Jacksonville, FL 32257
US

Ordered By: Alice Sanford
Email: academyofdreams@yahoo.com
Work Phone: (904) 414-9481
Tax ID: 8580132488756-5

Salesperson: House Jacksonville-San Jose Blvd.

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	25" x 25" 6MM ACM sign with Graphics • Creston at Villages of Westport	1	\$99.78	\$0.00	\$99.78
2	EXIT ONLY 14" X 12" 3MM ACM Single sided • Logo at top • Gold border around edges with the brown background and white text.	1	\$20.59	\$0.00	\$20.59
3	RESIDENTS AND GUEST ONLY 3MM ACM Single sided 10.75" X 10.75" • Logo at top • Gold border around edges with the brown background and white text.	1	\$14.16	\$0.00	\$14.16
4	VILLAGES OF WESTPORT AMENITY CENTER 3Mm ACM Single Sided 16" X 16" • All the same info and colors as the " Villages of Westport Amenity center usage" sign	1	\$31.38	\$0.00	\$31.38
5	Set up fee for your custom product Setup and layout includes file pre-print preparation, RIP conversion, and associated operational costs. This is not a design fee. Any design fees will be billed separately.	1	\$25.00	\$0.00	\$25.00

Thank you for the opportunity to participate in your project .

ALL SIGNS TO BE DESIGNED USING THE SAME COLORS AS ALL OTHER SIGNS
FOR VILLAGES OF WESTPORT

Subtotal:	\$190.91
Taxable Amount:	\$0.00
Taxes:	\$0.00
Grand Total:	\$190.91
Amount Paid:	\$190.91
BALANCE DUE:	\$0.00



How doers
get more done.

12111 LEM TURNER RD
JACKSONVILLE, FL 32218 (904) 766-2818
6351 00051 15878 02/05/25 01:29 PM
SALE SELF CHECKOUT

764661111504 AK FASTSET <A>
50LB SAKRETE FAST-SET CONCRETE 20.58
306.86
098168422345 4X4-10#2PT <A>
4X4-10FT #2 PT GC 35.16
2017.58
-----Military Discount-----
040933107001 8' WHI V PST <A> <M> 26.38
5X5-8FT WHITE VINYL FENCE POST
NLP Savings \$6.60
MAX REFUND VALUE \$23.74
040933107193 V 5X5 G CAP <A> <M>
5"X5" VERANDA WHI VNL GOTH POST TOP 7.48
203.74
MAX REFUND VALUE \$6.74/2
071649274664 HD TSA LOCK <A> <M> 13.78
HEAVY DUTY TSA LUGGAGE LOCK
MAX REFUND VALUE \$12.40
071649286537 PADLOCK <A> <M> 19.68
SET YOUR OWN COMBI 1-1/2 IN. SHACKLE
MAX REFUND VALUE \$17.71
Military Discount -6.73

SUBTOTAL 116.33
SALES TAX 8.72
TOTAL \$125.05
XXXXXXX8374 VISA
USD\$ 125.05
AUTH CODE 892620/5511834
Chip Read
AID A0000000980840 US DEBIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-##-0186 SUMMARY
THIS RECEIPT PO/JOB NAME: VILLAGES OF WEST
PORT

2025 PRO XTRA SPEND 02/04: \$499.26

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<M> = Military Appreciation

6351 02/05/25 01:29 PM



6351 51 15878 02/05/2025 2803



How doers
get more done.

9021 SOUTHSIDE BLVD.
JACKSONVILLE, FL 32256(904)464-0046
0226 00052 45279 02/11/25 03:59 PM
SALE SELF CHECKOUT

-----Military Discount-----
017801818765 PLC13WPL-C <A> <M>
FEIT 13W PL TWNTUBE CW GX23-2 CFL 15.94
207.97
MAX REFUND VALUE \$14.35/2
Military Discount -1.59
SUBTOTAL 14.35
SALES TAX 1.03
TOTAL \$15.43
XXXXXXX8374 VISA
USD\$ 15.43
AUTH CODE 791741/9522787
Chip Read
AID A0000000980840 US DEBIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-##-0186 SUMMARY
THIS RECEIPT PO/JOB NAME: VILLAGES OF WEST
PORT

2025 PRO XTRA SPEND 02/10: \$615.59

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<M> = Military Appreciation

0226 02/11/25 03:59 PM



0226 52 45279 02/11/2025 5206

RETURN POLICY DEFINITIONS
POLICY ID 90 POLICY EXPIRES ON
A 1 05/12/2025



How doers
get more done.

1750 US 1 SOUTH
ST AUGUSTINE, FL 32084 (904)824-3657
6334 00052 05653 02/03/25 06:49 PM
SALE SELF CHECKOUT

-----Military Discount-----
017801818611 PLC13WPL-C <A> <M> 5.97
FEIT 13W PL TWNTUBE SW GX23-2 CFL
MAX REFUND VALUE \$5.37
017801818765 PLC13WPL-C <A> <M> 7.97
FEIT 13W PL TWNTUBE CW GX23-2 CFL
MAX REFUND VALUE \$7.18
Military Discount -1.39

SUBTOTAL 12.55
SALES TAX 0.82
TOTAL \$13.37
XXXXXXX8374 VISA
USD\$ 13.37
AUTH CODE 904251/7521405
Chip Read
AID A0000000980840 US DEBIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-##-0186 SUMMARY
THIS RECEIPT PO/JOB NAME: VILLAGES OF WEST
PORT

2025 PRO XTRA SPEND 02/02: \$400.45

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<M> = Military Appreciation

6334 02/03/25 06:49 PM



6334 52 05653 02/03/2025 5948

RETURN POLICY DEFINITIONS
POLICY ID 90 POLICY EXPIRES ON
A 1 05/04/2025