

VILLAGES OF WESTPORT
Community Development District

OCTOBER 20, 2025

AGENDA

Villages of Westport Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.villagesofwestportcdd.com

October 13, 2025

Board of Supervisors
Villages of Westport Community Development District

Dear Board Members:

The Villages of Westport Community Development District Special Meeting is scheduled for **Monday, October 20, 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. Acceptance of Resignation from FCS Management Group
- IV. Consideration of Amendment to GMS Agreement
- V. Consideration of Resolution 2026-01, Regarding Code of Conduct and Discussion on Scope of Defense Resolution
- VI. Consideration of Resolution 2026-02, Amending the District's Fiscal Year 2025 Budget
- VII. Consideration of Proposals:
 - A. Community Message Board
 - B. Sod Installation
- VIII. Fiscal Year 2026 Repair & Replacement Projects (*will be sent under separate cover*)
 - A. Amenity Center Exterior / Interior Painting, Repairs and Sealing Project (NTE \$15,000)
 - B. Amenity Center Gutter Replacement (NTE \$4,000)
 - C. Holiday Decorations (NTE \$2,500)

- IX. Staff Reports
 - A. Manager
 - 1. Discussion of Ethics Complaint
 - 2. Review of Fiscal Year 2025 Goals & Objectives
 - B. Attorney
 - C. Operation Manager - Report
- X. Supervisor's Request
- XI. Public Comments
- XII. Approval of Consent Agenda
 - A. Approval of the Minutes of the July 21, 2025 Meeting and September 8, 2025 Meeting
 - B. Ratification of Agreements
 - 1. Third Addendum to Security Agreement
 - 2. Addendum to Commercial Purchase and Service Agreement
 - C. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2025
 - D. Assessment Receipt Schedule
 - E. Approval of Check Register
- XIII. Next Scheduled Meeting – January 19, 2026 at 5:30 p.m. @ Highlands Regional Library
- XIV. Adjournment

THIRD ORDER OF BUSINESS



Board of Supervisors
Villages of Westport CDD
C/O District Manager
475 West Town PL. Ste. 114
St. Augustine, FL. 32092
dmossing@gmstnn.com

September 2, 2025

Dear Board of Supervisors,

This letter is to inform you that FCS Management Group is terminating its agreement with the Villages of Westport Community Development District, 90 days from today. Our services will end on Sunday, November 30th 2025 at 5:00 p.m.

Should the District Board of Supervisors wish to secure a contract with another qualified company and request to terminate the agreement prior to the end date, I am willing to waive the 90 days to accommodate the request.

Thank you for the opportunity to serve you and the residents of the Villages of Westport CDD.

Very Respectfully,

A handwritten signature in black ink, appearing to read 'H. McGaffney', is written above the printed name.

Howard McGaffney
President
FCS Management Group

FOURTH ORDER OF BUSINESS



WORK AUTHORIZATION FOR EXPANDED DISTRICT RECORDS REVIEW/RESEARCH SERVICES

This Work Authorization is issued pursuant to the Management Agreement between Villages of Westport Community Development District ("District") and Governmental Management Services, L.L.C. ("Manager" or "GMS"), dated September 19th, 2023. In accordance with Section 8 (Amendments and Changes) and the Agreement's provisions regarding annual fee adjustments as approved in the District's adopted budget, this Work Authorization expands the District Management Services to include expanded District Record Review/Research Services as detailed below.

This Work Authorization shall become effective retrospectively as of May 1st, 2025, regardless of the date of execution, and shall remain in effect until terminated or otherwise modified pursuant to the terms of the Management Agreement and all duly adopted budget adjustments.

EXHIBIT A RECORD REVIEW/RESEARCH SERVICES SCOPE OF SERVICES:

Description

This Work Authorization covers **supplemental services** that are *specifically outside the standard and routine obligations* detailed in the District's primary Management Agreement (dated September 19, 2023). The following services shall be performed only in response to direct Board authorization in accordance with policy, or as otherwise required under Florida law:

- **Extraordinary Board-Requested Research:**
Analysis, records review, and research tasks beyond routine management, such as preparation of special reports, extensive historical document review, or data gathering not part of regular Board packet preparation or normal operational oversight.
- **Complex Public Records Research:**
Assistance with responses to Board-directed or large-scale public records requests where the request scope, complexity, or volume materially exceeds typical administrative review, and *is not billable to the requestor* (as per Florida Statutes).
- **Project-Specific Document Compilation:**
Gathering, organizing, or summarizing large volumes of District records or correspondence for active or proposed Board initiatives, litigation preparation, audits, or compliance reviews.
- **Interagency Coordination & Compliance Research:**
Special efforts to retrieve, reconcile, or verify historical records or compliance status with governmental agencies, regulatory bodies, or in support of Board inquiries exceeding standard management requirements.

Clarification:
These services are expressly *in addition to and outside the scope of* the routine management, administrative, accounting, financial, and operational services identified in the District Management Agreement between the Villages of Westport Community Development District and Governmental Management Services, L.L.C., dated September 19, 2023.

Any activity falling within the ordinary monthly, quarterly, or annual management, financial, or reporting duties as set forth in Exhibits A–C of the Management Agreement is expressly excluded from this Work Authorization.



EXHIBIT B
RECORD REVIEW/RESEARCH SERVICES FEE SCHEDULE:

Description	GMS Fees
Compensation: For the Expanded District Record Review/Research Services set forth in this Work Authorization, the District shall compensate Governmental Management Services, L.L.C. (GMS) at a flat rate of \$1,000 per month included in the monthly invoice. • This fee is separate from and in addition to all amounts due for other management, administrative, or operational services otherwise provided pursuant to the Management Agreement dated September 19, 2023 and any amendments or renewals thereto. • Compensation under this Work Authorization is not based on actual hours worked or specific tasks performed during any given month. • No additional or supplemental time records, hourly logs, or itemized statements will be maintained or provided in support of this flat monthly fee. • This flat rate shall remain in effect unless modified in writing by the Parties consistent with Board approval and applicable policy.	\$1,000 / Month

**Governmental Management
Services, L.L.C..**

**Villages of Westport
Community Development
District**

**Darrin Mossing
GMS President**

**Chair/Vice-Chair, Board of
Supervisors**

Signature Date

Signature Date



EXHIBIT 1

COMMUNICATION AND STAFF DIRECTION POLICY

Villages of Westport Community Development District

Communication and Staff Direction Policy

Adopted July 21, 2025

Purpose

The purpose of this policy is to ensure that District resources are used efficiently, staff time is respected, and direction to District staff is given in a manner consistent with Florida law and the Board's role as a collegial body.

Policy

1. Board Direction Controls

District staff shall only act on direction that:

- Is authorized by a majority vote of the Board at a publicly noticed meeting,
- Falls within the scope of a previously approved Board policy, contract, or operational directive, or
- Constitutes an emergency (as defined as a situation where immediate action is necessary to prevent or mitigate imminent threats to public health, safety, welfare; avoid significant damage to District infrastructure or property; ensure compliance with legal or regulatory obligations that require urgent and immediate attention; or respond to time-sensitive events where delay would materially impair the District's ability to function or fulfill its legal duties).

2. Staff Protection from Individual Demands

No individual Supervisor may direct District staff to take actions that incur District costs or require material staff time unless approved by the Board, is part of the approved District budget or is considered an Emergency. If such requests are made, staff shall defer action until Board direction is provided to the extent such deferment is consistent with ethical and legal obligations and may respond: "I am not authorized to proceed without full Board direction under District policy."

3. Communication and Use of Staff Time

- The District Manager (or designee) shall provide updates between meetings that affect District operations, public safety, or upcoming Board actions.
- Supervisors may request clarifying or routine information but are expected to minimize nonessential requests that burden staff or create inefficiencies.

4. Public Records

Nothing in this policy limits a Supervisor's rights under Florida's Public Records Law; however, public records requests shall be fulfilled consistent with applicable law and not prioritized ahead of District operations.

Effective Date: This policy is effective immediately upon adoption and applies to all Supervisors and District staff.

FIFTH ORDER OF BUSINESS

Board Code of Conduct Resolution (Draft)

RESOLUTION NO. 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT ADMONISHING BOARD SUPERVISOR FOR VIOLATION OF DISTRICT ADOPTED BOARD DIRECTION POLICY AND CONDUCT TOWARD DISTRICT CONTRACTORS

WHEREAS, the Villages of Westport Community Development District (“District”) is a local unit of special-purpose government created pursuant to Chapter 190, *Florida Statutes*, and governed by a five-member Board of Supervisors (“Board”); and

WHEREAS, the Board is entrusted with conducting District business in a professional, ethical, and respectful manner on behalf of the residents and landowners of the District; and

WHEREAS, the Board recognizes that fellow Board Supervisors, staff and contractors should be afforded the opportunity for work and discourse without harassment, intimidation, threats, or unreasonable demands; and

WHEREAS, the Board previously adopted a Board direction policy in an attempt to reduce staff burden and costs to the District which policy is not readily being followed by one Supervisor of the Board; and

WHEREAS, the Board has documented specific instances where Board Supervisor Alice Sanford's conduct appears to be inconsistent with the policies adopted by the Board, including demanding staff responses and action between Board meetings that exceed the policy implemented by the Board, and the Board has documented instances where Board Supervisor Alice Sanford's behavior may be construed as harassing which actions may create liability risks and increased costs for the District; and

WHEREAS, since 2021, the District has experienced staff turnover across multiple positions, including district manager, district counsel, field operations manager, landscape contractor and security services and concerns have been raised by such resigning contractors regarding interactions between staff and Board Supervisor Alice Sanford, while the Board acknowledges that personnel decisions may involve multiple factors; and

WHEREAS, certain conduct may disrupt District operations, increase costs to District residents, erode the ability to retain staff and erode public confidence in the Board's governance; and

WHEREAS, the Board finds it necessary to formally admonish Board Supervisor Alice Sanford for such conduct, to affirm its commitment to the Board direction policy, support civil discourse and policy decision making in a manner that is not retaliatory or threatening, and to maintain the integrity of District governance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the Villages of Westport Community Development District that:

Board Code of Conduct Resolution (Draft)

1. **Admonishment:** The Board hereby expresses its formal admonishment and disapproval of specific conduct by Board Supervisor Alice Sanford that the Board has determined, based on documented evidence, are unprofessional, do not follow adopted policies and are inconsistent with professional interactions with other District Board Supervisors, contractors and staff.
2. **Direction to Staff:** District staff are hereby directed that: (1) all requests for information, work assignments, or directives from individual Board Supervisors should follow the Board direction policy; and (2) except as required by law or to protect the District's health, safety or welfare, all requests must be routed through the District Manager and brought to the Board for action. While staff should prioritize Board-approved directives, this Resolution does not restrict Board Supervisor's statutory right to request public records and protected speech.
3. **Future Conduct:** The Board hereby requests all Board Supervisors to abide by all applicable laws, ethics requirements, and the Board's adopted policies, including the attached Code of Conduct for Board Supervisors.
4. **Public Record:** This Resolution shall be placed in the official records of the District and transmitted to all staff to affirm the Board's support for a safe and respectful workplace.

PASSED, ADOPTED and made Effective as of this 20TH day of October 2025, by the Board of Supervisors of the Villages of Westport Community Development District.

Board Code of Conduct Resolution (Draft)

Board Supervisor Code of Conduct Policy (Draft)

Villages of Westport Community Development District

SECTION 1. PURPOSE

The purpose of this Code of Conduct ("Code") is to establish guidelines and expectations for professional conduct for the Board of Supervisors ("Board" or "Board Supervisor", as applicable) of the Villages of Westport Community Development District ("District") to promote respectful, ethical, and effective governance while protecting District staff, contractors, and agents, consistent with all applicable laws and constitutional rights. This Code applies to all actions of Board Supervisors when acting with such authority.

SECTION 2. RESPECTFUL CONDUCT

- Board Supervisors will treat District staff, fellow Board Supervisors, residents, and the public respectfully.
- Board Supervisors shall not engage in conduct that would constitute legally defined harassment, intimidation, threats, hostile conduct, or retaliation toward staff, fellow Board Supervisors, contractors, District representatives, or the public, while fully preserving Board Supervisors' First Amendment rights, including the right to criticize and disagree with District operations and expenditures. Any restrictions on speech or conduct must be narrowly tailored to serve compelling governmental interests and shall not impair constitutional rights.

SECTION 3. AUTHORITY OF THE BOARD

- The Board acts collectively as a governing body. Individual Board Supervisors shall not direct, supervise, or discipline staff.
- The Board finds it is in its best interests and a significant governmental interest to reduce costs of legal fees, management fees and related expenditures unless approved by the Board. Therefore, all requests and demands shall conform to the adopted Board Direction Policy.

SECTION 4. STAFF INTERACTION

- Board Supervisors shall not assign work directly to staff/contractors except as set forth in the Board Direction Policy or otherwise voted on by the Board at a publicly noticed meeting.
- Board Supervisors, while acting within their official capacity, shall exercise reasonable care to avoid exposing the District to unwarranted legal or financial risk, while preserving their right to dissent from and publicly critique Board decisions.

Board Code of Conduct Resolution (Draft)

- While routine concerns about staff or contractor performance should be addressed through the District Manager and the Board at publicly noticed meetings, this provision shall not impair a Board Supervisor's statutory rights to investigate reasonable and factually grounded misconduct, waste, or fraud through legally permissible means.

SECTION 5. COMPLIANCE & ENFORCEMENT

- The Board may respond to violations of this Code through appropriate action within its legal authority, subject to all constitutional and due process protections, which may include but is not limited to:
 - Admonishment (public reprimand by resolution),
 - Limitation of the District's defense and indemnification coverage to actions outside the scope of authority as defined by Florida law, while preserving coverage for good faith actions taken within official duties,
 - Referral to the Florida Commission on Ethics or other appropriate oversight bodies.

SECTION 6. COMMITMENT

Each Supervisor shall sign this Code of Conduct acknowledging their understanding and agreeing to be bound by its terms. While signature acknowledges receipt of this Code, compliance is expected of all Board Supervisors consistent with their oath of office, applicable Florida law, and their constitutional rights as elected officials, including protected speech and legitimate oversight activities. This acknowledgment shall be renewed annually and after any amendment to this Code.

SIXTH ORDER OF BUSINESS

RESOLUTION 2026-02

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of the Villages of Westport Community Development District, hereinafter referred to as “District”, adopted a General Fund Budget and a Debt Service Fund Budgets for fiscal year 2025, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

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

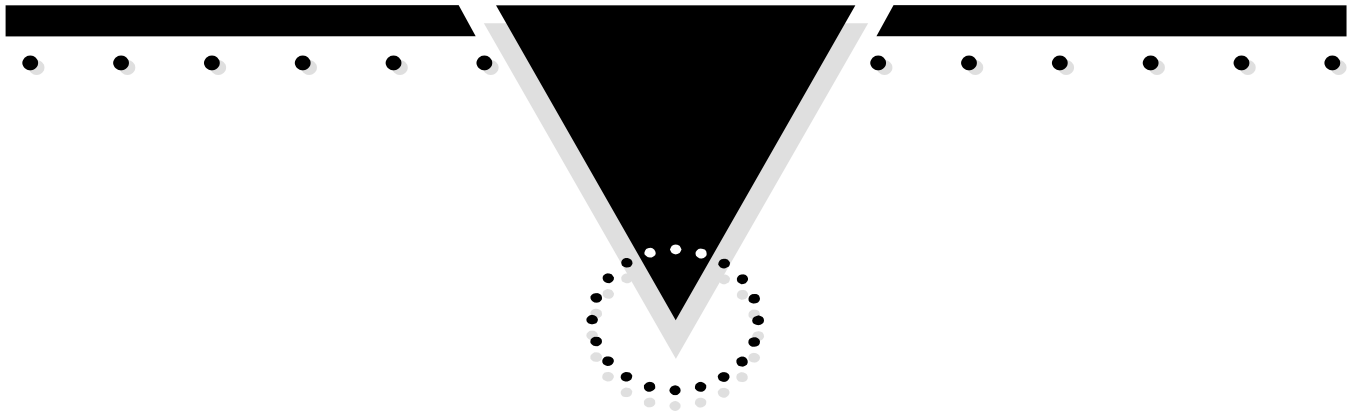
1. The General Fund Budget are hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 20th day of October, 2025 and be reflected in the monthly and fiscal Year End 9/30/25 Financial Statements and Audit Report of the District

*Villages of Westport
Community Development District*

by: _____
Chairman

Attest:

by: _____
Secretary



Villages of Westport Community Development District

Proposed Budget Amendment #2 FY 2025



**Villages of Westport Community Development District
General Fund Budget Amendment #2 - Fiscal Year 2025**

Description	Adopted Budget FY 2025	Increase/ (Decrease)	Amended Budget FY 2025	Actuals As of 9/30/25
Revenues				
Maintenance Assessments - Tax Roll	\$ 430,996	\$ -	\$ 430,996	\$ 432,087
Maintenance Assessments - Direct	\$ 59,696	\$ -	\$ 59,696	\$ 59,697
Interest Income	\$ -	\$ 8,000	\$ 8,000	\$ 8,458
Miscellaneous Income	\$ -	\$ 990	\$ 990	\$ 990
Transfer In	\$ -	\$ 254,599	\$ 254,599	\$ 254,599
Total Revenues	\$ 490,692	\$ 263,589	\$ 754,281	\$ 755,831

Expenditure

Administrative

Supervisor Fees	\$ 4,800	\$ -	\$ 4,800	\$ 4,800
Engineering	\$ 5,000	\$ -	\$ 5,000	\$ 2,670
Arbitrage	\$ 1,000	\$ -	\$ 1,000	\$ -
Assessment Roll	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Dissemination	\$ 3,000	\$ -	\$ 3,000	\$ 3,250
Amortization Schedule	\$ -	\$ 750	\$ 750	\$ 500
Attorney	\$ 17,500	\$ 62,500	\$ 80,000	\$ 78,908
Annual Audit	\$ 5,000	\$ -	\$ 5,000	\$ 4,625
Trustee Fees	\$ 3,720	\$ -	\$ 3,720	\$ 3,717
Management Fees	\$ 40,903	\$ -	\$ 40,903	\$ 40,903
Information Technology	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
Website	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
Telephone	\$ 1,250	\$ -	\$ 1,250	\$ 89
Postage	\$ 250	\$ 750	\$ 1,000	\$ 665
Printing & Binding	\$ 150	\$ -	\$ 150	\$ 197
Insurance-Liability	\$ 9,000	\$ -	\$ 9,000	\$ 9,000
Legal Advertising	\$ 1,500	\$ -	\$ 1,500	\$ 880
Other Current Charges	\$ 1,000	\$ -	\$ 1,000	\$ 752
Office Supplies	\$ 100	\$ -	\$ 100	\$ 4
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 102,348	\$ 64,000	\$ 166,348	\$ 159,135

Field Operations

Common Area:

Field Services	\$ 19,200	\$ 2,000	\$ 21,200	\$ 20,925
Landscape Maintenance	\$ 54,517	\$ 20,483	\$ 75,000	\$ 74,549
Landscape Contingency	\$ -	\$ 36,000	\$ 36,000	\$ 35,413
Mowing Lake Bank	\$ -	\$ 1,650	\$ 1,650	\$ 1,650
Irrigation Repairs	\$ 2,500	\$ 15,000	\$ 17,500	\$ 13,801
Lake Maintenance	\$ 14,516	\$ 3,000	\$ 17,516	\$ 17,325
Repairs and Maintenance	\$ 7,000	\$ 25,000	\$ 32,000	\$ 30,299
Contingency	\$ 8,000	\$ (8,000)	\$ -	\$ -
Total Common Area	\$ 105,733	\$ 95,133	\$ 200,866	\$ 193,962

**Villages of Westport Community Development District
General Fund Budget Amendment #2 - Fiscal Year 2025**

Description	Adopted Budget FY 2025	Increase/ (Decrease)	Amended Budget FY 2025	Actuals As of 9/30/25
<u><i>Amenity Center</i></u>				
Facility/Pool Attendants	\$ 40,000	\$ 18,000	\$ 58,000	\$ 57,057
Janitorial	\$ 10,920	\$ -	\$ 10,920	\$ 8,038
Pool Maintenance	\$ 18,000	\$ 153,000	\$ 171,000	\$ 171,018
Pool Permits	\$ 400	\$ -	\$ 400	\$ 325
Utilities - Water/Electric	\$ 45,000	\$ -	\$ 45,000	\$ 38,730
Trash	\$ 200	\$ -	\$ 200	\$ 179
Pest Control	\$ 550	\$ -	\$ 550	\$ 576
Irrigation Repair	\$ 3,000	\$ -	\$ 3,000	\$ -
Insurance - Property	\$ 7,885	\$ -	\$ 7,885	\$ 7,716
Telephone	\$ 1,500	\$ 250	\$ 1,750	\$ 1,589
Access Control	\$ 1,700	\$ -	\$ 1,700	\$ 544
Community Events	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ -	\$ 3,888	\$ 3,888	\$ 3,888
Security Camera System/Monitoring	\$ 7,056	\$ 4,944	\$ 12,000	\$ 11,364
Facilities Maintenance - Contracted	\$ 12,000	\$ -	\$ 12,000	\$ 6,908
Holiday Décor	\$ -	\$ 2,331	\$ 2,331	\$ 2,331
Repairs and Maintenance - Amenity	\$ 9,400	\$ -	\$ 9,400	\$ -
Dues & Licenses	\$ -	\$ -	\$ -	\$ -
Total Amenity	\$ 157,611	\$ 182,413	\$ 340,024	\$ 310,263
<u><i>Other</i></u>				
Capital Reserve	\$ 25,000	\$ -	\$ 25,000	\$ 25,000
First Quarter Operating Capital	\$ 100,000	\$ (77,957)	\$ 22,043	\$ -
Total Other	\$ 125,000	\$ (77,957)	\$ 47,043	\$ 25,000
Total Maintenance	\$ 388,344	\$ 199,589	\$ 587,933	\$ 529,225
Total Expenditures	\$ 490,692	\$ 263,589	\$ 754,281	\$ 688,360
Excess Revenues (Expenditures)	\$ -	\$ -	\$ -	\$ 67,471

**Villages of Westport Community Development District
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Community Events	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ -	\$ 3,888	\$ 3,888	\$ 3,888
Security Camera System/Monitoring	\$ 7,056	\$ 4,944	\$ 12,000	\$ 11,364
Facilities Maintenance - Contracted	\$ 12,000	\$ -	\$ 12,000	\$ 6,908
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Total Amenity	\$ 157,611	\$ 182,413	\$ 340,024	\$ 310,263
<u>Other</u>				
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SEVENTH ORDER OF BUSINESS

A.

Created Date: 7/28/2025

DESCRIPTION: Villages of Westport - Community Reader Message Board w/Letter Kit

Bill To: Villages of Westport CDD
6702 Sandle Dr
Jacksonville, FL 32219
US

Pickup At: FASTSIGNS of West Jacksonville
1389 Cassat Ave
Jacksonville, FL 32205
US

Requested By: Howard McGaffney
Email: howard@fcsmanagementgroup.com
Work Phone: (904) 386-0186
Tax ID: 85-8013248875C-5

Salesperson: Vincent Tan
Email: vincent.tan@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Community Reader Board (Post & Panel) - Community Reader Board, includes a letter kit - (2) 3" x 96" Square posts with decorative ball finials. - Display case measures 30" x 36", comes with a lock and 2 keys. **Customer to install** 50% Deposit Required	4	\$1,599.00	\$6,396.00

Estimate pricing is only valid for 30 days. Approval of this estimate must be received before work will begin. Please notify us if you are under a deadline for your order.

Subtotal:	\$6,396.00
Taxes:	\$0.00
Grand Total:	\$6,396.00

*Includes initial rendering plus 2 revisions. Graphics Design Fee would apply for additional revisions.

Vector files are preferred in .AI, .EPS, or .PDF. Please create outlines for any text and embed any images. Graphics Design Fee would apply if we have to recreate the logo/artwork.

Orders must be picked up from our location within 30 days of completion or they may be disposed of.

A minimum of 50% deposit is required to proceed with the order.

Signature: _____ **Date:** _____

B.

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	Villages of Westport 8-12-25		
Project Description	Villages of Westport- Sod Install		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Mobilization of crew and delivery of material.	\$641.33	\$641.33
24.00	PALLET	Bahia Sod Installed along lake bank to fill bare areas	\$712.44	\$17,098.67

For internal use only

SO# 8734604
JOB# 346100627
Service Line 130

Total Price \$17,740.00

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

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

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

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

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

Acceptance of this Contract

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

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

Customer

PM

Signature	Title
Howard McGaffney	August 12, 2025
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager

Signature	Title
William G. Buerki	August 12, 2025
Printed Name	Date

Job #: 346100627

SO #: 8734604 Proposed Price: \$17,740.00

From: Howard McGaffney howard@fcsmanagementgroup.com 
Subject: Fw: BrightView Landscape Services, Inc. - SO# 8734604 Villages of Westport 8-12-25
Date: September 13, 2025 at 12:24 PM
To: Daniel Laughlin dlaughlin@gmsnf.com, Darrin Mossing dmossing@gmstnn.com, Sarah Sweeting ssweeting@gmsnf.com

Here's the email from Brian Martin at LGI on the 50/50 cost share.

V/R
Mac



Howard "Mac" McGaffney
President
(904) 386-0186
Howard@fcsmanagementgroup.com
FCSmanagementgroup.com

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From: Brian Martin <brian.martin@lgihomes.com>
Sent: Friday, August 15, 2025 8:16 AM
To: Howard McGaffney <howard@fcsmanagementgroup.com>; Daniel Laughlin <dlaughlin@gmsnf.com>
Subject: RE: BrightView Landscape Services, Inc. - SO# 8734604 Villages of Westport 8-12-25

Howard,

If the CDD wants to go 50/50 on it we can.

Thanks,

Brian


Brian Martin
VP of Land Acquisitions and Development
M: 407-619-1291
brian.martin@lgihomes.com
www.lgihomes.com

www.lgihomes.com



----- Original message -----

From: Howard McGaffney <howard@fcsmanagementgroup.com>

Date: 8/15/25 06:52 (GMT-05:00)

To: Brian Martin <brian.martin@lgihomes.com>, Daniel Laughlin <dlaughlin@gmsnf.com>

Subject: Fw: BrightView Landscape Services, Inc. - SO# 8734604 Villages of Westport 8-12-25

Brian,

Please see the attached proposal for installation of sod in that area along and between the sidewalk and the large pond as you first come into Westport Landings.

I will add this to the upcoming agenda for the Board to review, but this is a significant cost. The fact that what sod was placed there never took and there is not irrigation in that area to help it seed/grow, and I was informed that there wasn't a warranty for the landscaping that is effective, it has a chance of the Board not approving this project at this time.

Please let me know if this is something that LGI would proactively offer to cost share.

Thank you, Sir.

V/R

Mac



Howard "Mac" McGaffney

President

(904) 386-0186

Howard@fcsmanagementgroup.com

FCSmanagementgroup.com

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From: Billy Buerki <Billy.Buerki@brightview.com>

Sent: Tuesday, August 12, 2025 4:23 PM

To: Howard McGaffney <howard@fcsmanagementgroup.com>

Subject: BrightView Landscape Services, Inc. - SO# 8734604 Villages of Westport 8-12-25

Dear Howard McGaffney:

Attached is the proposal to install sod to eliminate the bare areas in front of the lake on right side of neighborhood entrance. Please let me know if you have any questions or if you would like to move forward with this work.

8/12/2025 8:00:01 PM | SO# 8734604

Name - Villages of Westport 8-12-25

Description -Villages of Westport- Sod Install

Scope of Work-
Sub-Total Price - \$17740.00
Tax - \$0.00
Total Price - \$17740.00

If you would like us to proceed with the attached proposal, please respond to this e-mail with the word 'Approved'. We appreciate your business and look forward to enhancing the beauty and value of your property.

You can now see this, and all historical proposals, on the new BrightView Connect customer portal. Visit <https://connect.brightview.com/> for more information.

Thank you,

Billy Buerki
Account Manager

11530 Davis Creek Court
Jacksonville, FL 32256

C 904-673-5413

billy.buerki@brightview.com
www.brightview.com



NINTH ORDER OF BUSINESS

A.

1.

Villages of Westport CDD Complaint and Public Statement

1 Formal Written Complaint

Date: [Insert Date]

To: Darrin Mossing, District Manager
Villages of Westport CDD

From: Jerry Turner
12492 Weeping Branch Cir
Villages of Westport, Jacksonville, FL 32218
Phone: 614-657-9163
Email: itsks24@gmail.com

Subject: Formal Complaint Regarding Villages of Westport CDD Board Conduct

Dear Mr. Mossing,

I am a resident of the Villages of Westport, which is governed by the Villages of Westport CDD. I am writing to formally lodge a complaint regarding the actions and decisions of the current CDD Board.

It is my belief, shared by many neighbors, that the Board is not acting in the best interests of the residents. Specifically:

1. Unnecessary Costs – The Board continues to approve or incur expenses that place an undue financial burden on the community without demonstrating clear value or benefit to residents.
2. Lack of Stable Management – The Villages of Westport has been unable to retain a management company due to the way the Board conducts itself, leading to instability in operations and a lack of consistent oversight.
3. Transparency Concerns – Residents feel that important decisions are being made without sufficient disclosure, explanation, or opportunities for community input. This lack of openness erodes trust and prevents residents from understanding how their assessments are being used.

The combination of these issues has created financial strain, instability in community management, and a lack of confidence in the CDD Board's ability to govern responsibly.

I respectfully request that this matter be reviewed and that steps be taken to ensure:

- Greater transparency in financial decisions and

contracts

- Accountability for expenditures
- A fair and constructive relationship with management

companies

- A stronger commitment to acting in the best interests of the residents of the Villages of Westport

Thank you for your attention to this matter. I am happy to provide additional details or documentation upon request.

Sincerely,

Jerry Turner

2.

**Villages of Westport Community Development District
Performance Measures/Standards & Annual Reporting Form
October 1, 2024 – September 30, 2025**

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold regular Board of Supervisor meetings to conduct CDD-related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two board meetings were held during the Fiscal Year or more as may be necessary or required by local ordinance and establishment requirements.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute by at least two methods (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Engineer or Field Management Site Inspections

Objective: Engineer or Field Manager will conduct inspections to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field Manager and/or District Engineer visits were successfully completed per agreement as evidenced by Field Manager and/or District Engineer's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within the applicable services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by District Engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the District's Engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and adopt the final budget by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair:_____

Date:_____

Print Name:_____

_____ District

District Manager:_____

Date:_____

Print Name:_____

_____ District

C.



October 20, 2025 Meeting	Operations Report
Operations Manager	Howard “Mac” McGaffney
Community	Villages of Westport CDD
Date	10/10/2025
Completed Work Orders this Report	93

August: 13 Non-Repeating Work Orders completed-Work Order Report sent to Board

- Conducted all required vendor inspections and completed scorecards
- Site visit after storm. Powersurge and Lightning Strike to the facility resulting in dead palm tree on pool deck, multiple electrical failures, and having to repair/replace cameras, access control system.
- Got proposals for emergency repair
- Filed Insurance Claim for the District for the electrical damage due to lightning strike, which was approved.
- Poolsure delivery of chemicals
- Met with Brightview, Solitude, Vector Security, LGI Project Manager, multiple painting vendors, Taylor Tree
- Palm Tree Pruning
- Ordered, Assembled and Installed Picnic Tables
- Repaired No Fishing Sign that was pulled off at Creston Subdivision
- Conducted after hours (night) inspection of Amenity Center/Entrance Lighting.
- Resident Relations, Phone Calls
- Provided weekly updates to the Board
- Provided monthly work order reports to the Board

Sept: 9 Non-Repeating Work Orders completed-Work Order Report sent to Board

- Conducted all required vendor inspections and completed scorecards
- Provided weekly updates to the Board
- Provided monthly work order reports to the Board
- Landscape Repair/Replacement at Westport Landings, replaced dead Holly trees
- Approved Irrigation Repair at Lift Station at Westport Landings
- Several Resident Relations, Phone Calls
- Met with Resident of Devinston about concerns with natural area growth near her property
- Approved CBUSS to purchase new lock for pool enclosure, as pool lock was corroded and wouldn't work
- Coordinated with Bug Out to spray for Bee Infestation that was found in the columns under the covered area within the Amenity Center.
- Met with Brightview, Solitude, Vector Security, LGI project manager
- Poolsure Chemicals were delivered

VENDOR MANAGEMENT

BRIGHTVIEW: Brightview has done a good job managing a tough mowing season. I was notified that they will be asking for an increase in the Spring, mainly due to increased CPI, but also added scope of work that was previously reported to the Board in late 2024. There was a discrepancy in the proposed work, versus what the expectation was after they were hired. An additional pond was added (pond 6 in Keniston) and mowing along new white pvc fences in Westport Landings, which requires more trimming time/labor.

- **Irrigation:** During my site visit on 10/08, Irrigation Tech notified me that the electric going under the road from Keniston to Creston for irrigation is not working. We are working to find out if the fiber optic company who installed the underground wires last month damaged the electrical lines or not. It will be hard to prove, but we are looking at a significant repair both electrically and with irrigation. Possible new irrigation clock will need to be installed.
- **Lawn Maintenance and Detail Services:** Contractually the mowing will now be 2x a month, and ponds will move to 1x a month.

SOLITUDE: Overall, Solitude is performing well, communicating effectively and taking the initiative to treat several ponds proactively. Rains have helped increase the pond levels and they were able to use the boat in pond 3 again. Significant trash continues to make its way into the stormwater system, mainly caused by residents trash.

VECTOR SECURITY: Access Control has been installed, and new cameras are being installed. This is to replace the electronics damaged from the lightning strike in August.

OTHER UPDATES:

- **Painting metal infrastructure around amenity center: Spring 2026**
- **New A/C for Fitness Center: Researching and will replace when found.**
- **Annual Mulch Proposals: April 2026 Mtg.**
- **Brightview amendment to maintain additional areas beginning 10/01/2026: April 2026 Mtg.**
- **Replace French Door that is cracked from years of open/closing while magnetically locked: January 2026**

FUTURE CAPITAL PROJECT PLANNING:

- **Irrigation Repair-Creston Side of Braddock Rd: 2025/2026-critical**
- **Basketball court fence repair, drainage solution, resurfacing project: 2027**
 - Includes new basketball goals, regrading, fence repairs
 - Getting pricing from 2 very qualified companies. They are quite busy, and I met Nidy Sports in July. I am setting up an appointment to meet with Pro Surfaces this fall.
 - This will be a costly repair to the court. The court has roots pushing up through the surface, and there will need to be a drainage design to mitigate where this court was built. The runoff from the sidewalk and higher area of the pool, makes its way down onto the court and the court is holding water and fills up with mud.
 - Assumptive Budget number would be approximately \$100K. I'm looking at creative ways to get that price down.
- **Barrier wall sealing and painting project: 2028**
 - The District should plan in the future appx. \$120K or more
 - May need to approach this in phases
 - The most noticeable area is the main "Villages of Westport" monuments on the south side of Braddock Rd.

TWELFTH 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, July 21, 2025 at 5:30 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida.

Present and constituting a quorum:

Yashekia Scarlett	Chairperson
Anina Guyton <i>by Zoom</i>	Vice Chairperson
Godfrey Story	Supervisor
Carl Hawkins	Supervisor
Alice Sanford <i>joined late by Zoom</i>	Supervisor

Also present:

Darrin Mossing	District Manager
Chris Loy	District Counsel
Howard McGaffney	Operations Manager
Kelly Mullins	GMS
Daniel Laughlin	GMS

The following is a summary of the actions taken at the July 21, 2025 Regular Meeting of the Board of Supervisors of the Villages of Westport Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 5:30 p.m. and called roll. Three Supervisors were present in person in attendance constituting a quorum. Ms. Guyton participated by Zoom. Ms. Sanford joined the meeting after roll call by Zoom.

SECOND ORDER OF BUSINESS

Public Comments *(regarding agenda items below)*

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

THIRD ORDER OF BUSINESS

Public Hearing Adopting the Budget for Fiscal Year 2026

A. Consideration of Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Mr. Laughlin stated this item is for adopting the budget for Fiscal Year 2026. He stated they would have public hearings for the two resolutions. He asked for a motion to open the public hearing.

On MOTION by Ms. Scarlett, seconded by Mr. Story with all in favor, Opening the Public Hearing, was approved.

Mr. Laughlin asked for comments on the budget. He noted there was no increase this year in assessments. He asked for a motion to close the public hearing.

On MOTION by Mr. Hawkins, seconded by Mr. Story, with all in favor, Closing the Public Hearing, was approved.

Mr. Laughlin stated the public hearing was closed. Mr. Laughlin asked for any Board discussion on the budget. He added the budget remains the same. There was no Board discussion. Mr. Laughlin asked for a motion to approve the resolution.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026, was approved.
--

Mr. Laughlin stated they would open another public hearing for Resolution 2025-05. He explained the background for the assessment roll and the tax roll. Mr. Laughlin asked for a motion to open the public hearing.

On MOTION by Ms. Scarlett, seconded by Mr. Story with all in favor, Opening the Public Hearing, was approved.

Mr. Laughlin asked for any questions on the resolution. Hearing no questions, he asked for a motion to close the public hearing.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Closing the Public Hearing, was approved.

B. Consideration of Resolution 2025-05, Imposing Special Assessment and Certifying an Assessment Roll for Fiscal Year 2026

Mr. Laughlin stated if there were no questions from the Board he was looking for a motion to adopt Resolution 2025-05.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, Resolution 2025-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026, , was approved.

FOURTH ORDER OF BUSINESS

Consideration of Policy Changes

A. Board Members Accessing Security Cameras

Mr. Laughlin stated this item was for consideration of policy changes from staff to limit the accessing of security cameras. He added there was a draft in the agenda package. Board member stated this was important and the information on the cameras was very sensitive. It was noted this was standard procedure in other Districts.

Board member asked about the policy and who had access to the cameras. It was noted it would be District managers, security contractor, and staff operations. Law enforcement may be asked to access, and any public record requests allow for access.

On MOTION by Mr. Story, seconded by Ms. Scarlett, with all in favor, the Policy Change on Accessing Security Cameras, was approved.

B. Communication and Staff Direction Policy

Mr. Laughlin stated this policy was for communication and staff direction and a copy of the draft is provided. Mr. Mossing stated there was a lot of work and communication going on

between Board meetings that has become very voluminous, and this will set out perimeters on how we operate between meetings. He added we try to bring everything back to the Board of supervisors in a public meeting and not have the communication or direction given in between meetings.

Ms. Guyton agreed once a decision has been made at the meeting, we should stick with that unless it's an emergency. Mr. Mossing added if there is a situation in between meetings the staff will defer to the Chair. It was added there is also the ability to add emergency meetings. Mr. Mossing added these policies could be changed in future meetings. Ms. Guyton stated she just wanted to be in the loop and doesn't want to be blindsided.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, the Policy on Communication and Staff Direction, was approved.

C. Policy Regarding Verbal Warning Prior to Suspension

Mr. Laughlin stated this is for policy regarding verbal warnings prior to suspension. Mr. Mossing noted the prior practice has been once there is a violation you will be suspended until the next Board meeting. He added staff is requesting a little more latitude if warranted to do a verbal warning. He noted the secondary warnings will give some guidelines on little violations that may not warrant a suspension and may need a warning.

Mr. Story asked for clarification on anything that occurs in the pool area would be recorded. Mr. Mossing noted it was recorded. Ms. Scarlett stated she thought this was fair. It was noted it be circulated out to the community.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the Policy Regarding Verbal Warning Prior to Suspension, was approved.

**Ms. Alice Sanford joined the meeting by Zoom.*

FIFTH ORDER OF BUSINESS

**Consideration of Suspension of Amenity
Access Privileges**

A. Diana Peel

B. Jessie Jefferson

Mr. Laughlin stated this was for suspension of amenity access privileges for specific incidents. Mr. Mossing explained a situation where a dog was brought to the pool, and she was asked to leave. He added the pool was closed and shocked. He noted email blast were sent out and Ms. Peel responded.

Discussion ensued on how to respond to staff, and the comment made by Ms. Peel on joint force command.

Mr. Story stated no one needed to be disrespected in any form, and he felt the costs of shocking the pool should have been passed on to this person. Procedures were reviewed, the suggestion was made on the email to issue a warning by staff, and if it should be verbal or written warning.

After discussion the Board decided to issue a verbal warning to Ms. Peel. Mr. Mossing added Ms. Jefferson had sent an apologetic email, he suggested a written warning and to send the costs of reimbursement to her.

On MOTION by Mr. Story, seconded by Mr. Hawkins, with all in favor, to Send a Verbal Warning to Ms. Peel and Send a Written Warning and the Cost of Reimbursement of Pool Shocking to Ms. Jefferson, was approved.
--

SIXTH ORDER OF BUSINESS

Consideration of Proposals:

A. Proposal for Privacy Fence Installation from LGI

Mr. Laughlin presented the proposal for a privacy fence installation from LCI. He noted this will be on district property, but at no cost to the district. The district would take care of maintenance of this fence.

On MOTION by Mr. Story, seconded by Mr. Hawkins, with all in favor, the Proposal for a Privacy Fence Installation from LGI, was approved.

B. Community Project – Picnic Tables Purchase (*will be sent under separate cover*)

Mr. Laughlin presented a community project for picnic table purchases. Discussion ensued on the specifics of the material being used was a concern, suggestion for a not to exceed amount of \$3,000, if it needed to be tabled until the next meeting, the costs, and usage of the tables.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, the Purchase of Picnic Tables with a Not to Exceed of \$3,000, was approved.

C. Proposals for License Plate Reader

- 1. Vector**
- 2. Bates**
- 3. Flock**

Mr. Laughlin presented the proposals for license plate readers. He noted there were 3 different proposals received. He added two of the proposals would be purchasing the camera, and Flock would be a contract.

Discussion ensued on information received on Flock, construction funds to use, this is for one camera, recording time, concerns of only having one part of the community covered, and purchasing cameras for each entrance.

A representative from Flock (Ms. Erica) stated there was a price difference on a bundle package from \$4,200 to \$3,700 for a bundle for LPR and two cameras. She added 1 camera would be a video camera to cover the pool areas. She added the other proposals did not include the electricity cost to re-route to the locations. She explained her cameras are solar powered and there would be no extra cost for AC power.

Mr. Story commented on interruptions with cell service and interruptions. He asked how that would be handled. She explained they roam for the strongest signal. He asked for a quote covering the entire community before a decision is made and to take advantage of the discount.

Other discussions were held on the electrical costs for the other proposals, the bond money, how the information is routed to police, or district providing coverage, and doing all community. The Flock representative stated she would provide a quote for the entire community.

The Board decided to get quotes on electrical costs from Vector and Bates and have proposals brought to the next meeting. No action was taken.

D. Proposal from FCS Management Group for 5 Days Janitorial at Amenity Center (*will be sent under separate cover*)

No action was taken on this item.

E. Proposal from Brightview for Landscape Enhancement – Lantana (FY 2025 Project)

This proposal was discussed. It was noted the cost would be \$4,242.28.

On MOTION by Ms. Scarlett, seconded by Mr. Story, with all in favor, the Proposal from Brightview for Landscape Enhancement-Lantana (FY 2025 Project), was approved.

F. Proposal for Playground Boarder (FY 2025 Project)(*will be sent under separate cover*)

No action was taken.

G. Proposals for Pressure Wash, Joint Sanding and Sealing Pool Deck Pavers (FY 2026 Project)

- 1. Stallone's Pro Wash**
- 2. Kirks Power Washing**

No action was taken.

H. Proposals for Amenity Center Painting (FY 2026 Project)

- 1. Aguilar's**
- 2. McIntyre**
- 3. FCC**

No action was taken.

SEVENTH ORDER OF BUSINESS

Consideration of Amendment to GMS Agreement

No action was taken.

EIGHTH ORDER OF BUSINESS

Discussion of Services Provided by FCS for the week of December 16, 2024 through December 20, 2024

No action was taken.

NINTH ORDER OF BUSINESS

Brightview Update

No action was taken.

TENTH ORDER OF BUSINESS

Staff Reports

A. Manager

1. Report on the Number of Registered Voters (1,132)

Mr. Laughlin stated the number of registered voters in the District was 1,132.

2. Annual Form 1 Filing & Annual Ethics Training

Mr. Laughlin noted the annual Form 1 Filing was due July 1st. He stated the annual ethics training had a box to check online. New members did not have to do this year.

3. Discussion of Fiscal Year 2026 Schedule

Mr. Laughlin stated the Fiscal Year 2026 meeting schedule is set to stay as we are currently operating on the 3rd Monday of the month. It was noted this is a change from previously the 4th Monday. He added the meetings can be changed in future meetings. He noted the time, and location will be the same. He noted the next meeting will be October 20, 2025.

On MOTION by Mr. Hawkins, seconded by Mr. Story, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.
--

B. Attorney

There was no report from the attorney.

C. Operation Manager – Report

There was no report from the Operations Manager.

ELEVENTH ORDER OF BUSINESS

Supervisor's Request

Mr. Mossing stated he will continue the topic of a request for public records at the October meeting. He stated he will work with District counsel to get a copy of every record. He added public record requests are important and he will comply.

TWELFTH ORDER OF BUSINESS**Public Comments**

Resident stated he had a couple of trees in the Preserve that are about to fall on his back fence and asked for guidance on what to do. He noted this is owned by the CDD. Mr. Laughlin asked for the resident to send an email to him. He added they cannot remove trees in the Preserve, and they will have to get with the water management on how to proceed. He added if it's on your property you may cut down trees to your line.

Mr. Mossing stated Ms. Kelly Mullins is in attendance at this meeting and is overseeing the pool monitors. He asked for authorization to work with the Chair for the Labor Day break and a higher rate approved for pool monitors. He noted they will have to stay within the budget.

On MOTION by Mr. Hawkins, seconded by Mr. Story, with all in favor, Allowing Mr. Mossing and Ms. Mullins to Work with the Chair Regarding the Pool Monitor Pay and Staying in Budget, was approved.

THIRTEENTH ORDER OF BUSINESS**Approval of Consent Agenda****A. Approval of the Minutes of the April 28, 2025 Meeting****B. Ratification of Agreements**

- 1. First Amendment to the FCS Contract**
- 2. Agreement for Pond 6-Keniston Brush Cut (A.L. Dirtworks)**
- 3. Agreement for Repair, Seal and Paint Entryway Monuments (FCC)**
- 4. Agreement for C Buss for Swimming Pool Maintenance Contract**
- 5. Brightview ASO for Perennials**

C. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending June 30, 2025**D. Assessment Receipt Schedule****E. Approval of Check Register**

Mr. Laughlin reviewed the items for ratification, the balance sheet for revenues and expenditures ending June 30, 2025, the assessment receipt schedule noting they were 100% collected, and the check register for \$243,437.72.

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

**FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – To Be Determined,
@ Highlands Regional Library .**

Mr. Laughlin noted that they had not determined a date for the next meeting at this time.

FIFTEENTH ORDER OF BUSINESS Adjournment

Mr. Mossing stated the meeting will be adjourned.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

MINUTES OF MEETING
VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of the Villages of Westport Community Development District was held Monday, September 8, 2025 at 5:30 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida.

Present and constituting a quorum:

Anina Guyton
Godfrey Story
Carl Hawkins
Alice Sanford

Vice Chairperson
Supervisor
Supervisor
Supervisor

Also present:

Daniel Laughlin
Darrin Mossing
Chris Loy
Jennifer Kilinski
Howard McGaffney

District Manager
GMS
District Counsel
Kilinski Van Wyk
FCS, Operations Manager

The following is a summary of the actions taken at the September 8, 2025 Special Meeting of the Board of Supervisors of the Villages of Westport Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comments *(regarding agenda items below)*

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

THIRD ORDER OF BUSINESS**Acceptance of Resignation from FCS Management Group**

Mr. Laughlin presented the resignation from FCS Management Group. Mr. McGaffney noted that he was providing a 90-day notice of his company's resignation. Board discussion ensued and Ms. Guyton and Mr. Story stated they would like to continue working with Mr. McGaffney's company and felt he was doing a good job in the community. Ms. Guyton wanted to avoid turnover of companies working for the CDD. No action was taken at this time.

FOURTH ORDER OF BUSINESS**Resolution 2025-06 Related to Waiver of Rule of Extraordinary Circumstances for Remote Participation by Board**

Mr. Laughlin reviewed the resolution with the Board. Mr. Loy stated that currently the Rules of Procedure in Rule 1.3 subsection 10 discusses virtual/remote appearance. He noted that this resolution modifies and suspends that existing rule and replaces it with the remote participation policy attached to Resolution 2025-06 as Exhibit 'A.' Mr. Loy reviewed the eligibility guidelines for remote participation and the request process for attending meetings remotely/virtually.

On MOTION by Mr. Story, seconded by Ms. Guyton, with Mr. Story, Ms. Guyton, and Mr. Hawkins in favor and Ms. Sanford opposed, Resolution 2025-06 Related to Waiver of Rule of Extraordinary Circumstances for Remote Participation by Board, was approved 3-1.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2025-07, Ratifying Emergency Authorization for Security Services (Agreement is Exempt)**

Mr. Laughlin explained that this resolution was in response to action taken after lightning struck their system and work had to be done to bring their systems back online.

On MOTION by Mr. Story, seconded by Ms. Guyton, with Mr. Story, Ms. Guyton, and Mr. Hawkins in favor and Ms. Sanford opposed, Resolution 2025-07, Ratifying Emergency Authorization for Security Services (Agreement is Exempt), was approved 3-1.

SIXTH ORDER OF BUSINESS**Discussion of Communication and Staff Direction Policy**

Mr. Mossing reviewed the Communication and Staff Direction Policy that was included in the agenda package for Board review. Mr. Mossing reviewed his extensive communications with Ms. Sanford since the last meeting and noted that he felt the policy was not being adhered to.

Ms. Sanford stated she was not aware of the policy that was discussed at the July 21st meeting because she was on hold on the Zoom call. Ms. Kilinski noted the policy was included in the July 21st agenda package. Ms. Sanford confirmed she received the agenda package.

**Mr. Hawkins left the meeting at this time.*

SEVENTH ORDER OF BUSINESS

Consideration of Amendment to GMS Agreement

Mr. Mossing reviewed the amendment to the GMS agreement. He noted that they have spent a significant amount of time and effort under District counsel's supervision to be complaint and meet all of the requirements. He noted that the amendment is for \$1,000 per month, and it is for May, June, July, and August. He stated he would love to move forward as a partnership with all the Board members and staff.

**Ms. Sanford left the meeting at this time. Only two Supervisors were present and a quorum was lost. The meeting at this time became a workshop, no further action was taken.*

**Mr. Hawkins joined the meeting by phone.*

EIGHTH ORDER OF BUSINESS

Resolution 2025-08, Resolution Regarding Code of Conduct, Censorship and Scope of Defense Resolution

Mr. Mossing reviewed Resolution 2025-08 for the Board. Board discussion ensued.

NINTH ORDER OF BUSINESS

Resolution 2025-09, Amending the District's Fiscal Year 2025 Budget

Mr. Mossing reviewed the resolution and the amendment to the Fiscal Year 2025 budget. Mr. Mossing noted that they budget \$17,500 for legal fees for Fiscal Year 2025, they are currently at \$57,000 through July.

TENTH ORDER OF BUSINESS

Supervisor's Request

Mr. Story asked staff to research removing a Board member.

ELEVENTH ORDER OF BUSINESS

Public Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 20, 2025 at
5:30 p.m. @ Highlands Regional Library**

Mr. Mossing noted the next meeting was scheduled for October 20, 2025.

THIRTEENTH ORDER OF BUSINESS

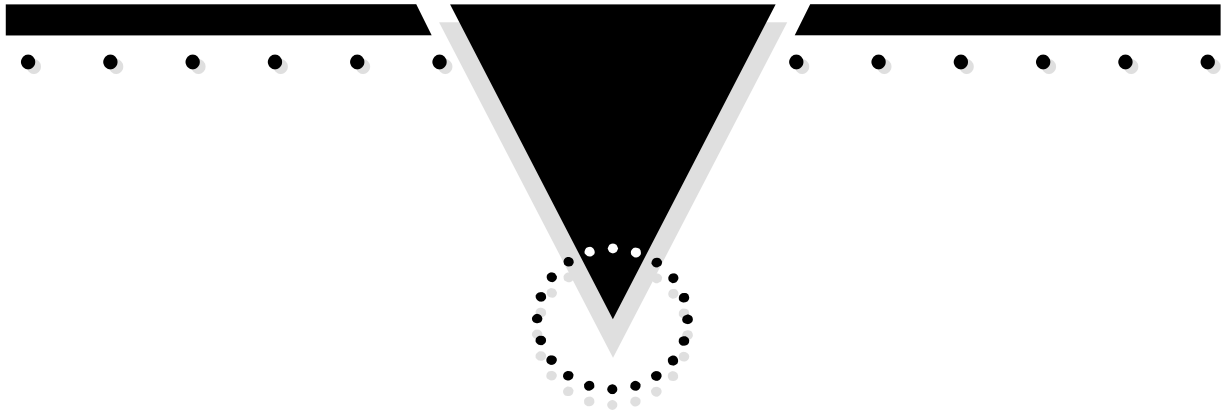
Adjournment

Mr. Mossing adjourned the meeting at this time.

Secretary/Assistant Secretary

Chairman/Vice Chairman

C.



Villages of Westport

Community Development District

Unaudited Financial Reporting
September 30, 2025



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Villages of Westport
Community Development District

Balance Sheet
September 30, 2025

Governmental Fund Types

	<u>General Fund</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals</u> <u>(memorandum only)</u>
<u>Assets</u>					
Cash					
Operating	\$17,557	\$25,425	----	----	\$42,982
Debit Card	\$499	----	----	----	\$499
SBA	\$68,660	----	----	----	\$68,660
Assessment Receivable	----	----	----	----	\$0
Interest Receivable	----	----	----	----	\$0
Due from Capital Projects	\$7,446	----	----	----	\$7,446
Due from Debt Service	----	----	----	----	\$0
Due from General Fund	----	----	----	----	\$0
<u>Investments:</u>					
<u>Series 2005A</u>					
Reserve A5	----	----	\$397,475	----	\$397,475
Revenue A5	----	----	\$225,488	----	\$225,488
Interest A5	----	----	----	----	\$0
Prepayment A5	----	----	\$15,294	----	\$15,294
Acquisition & Construction	----	----	----	\$86,234	\$86,234
Deferred Cost	----	----	----	----	\$0
Prepaid Expenses	\$17,196	----	----	----	\$17,196
Total Assets	\$111,357	\$25,425	\$638,257	\$86,234	\$861,273
<u>Liabilities</u>					
Accounts Payable	\$30,906	----	----	----	\$30,906
Due to Debt Service	----	----	----	----	\$0
Due to General Fund	----	----	----	----	\$0
<u>Fund Equity</u>					
Fund Balances					
Unassigned	\$63,255	----	----	----	\$63,255
Nonspendable- Prepaid	\$17,196	----	----	----	\$17,196
Restricted for Capital Projects	----	----	----	\$86,234	\$86,234
Restricted for Capital Reserve	----	\$25,425	----	----	\$25,425
Restricted for Debt Service	----	----	\$638,257	----	\$638,257
Total Liabilities, Fund Equity, Other	\$111,357	\$25,425	\$638,257	\$86,234	\$861,273

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending September 30, 2025

	Adopted Budget	Prorated Budget 09/30/25	Actuals 9/30/25	Variance
Revenues				
Maintenance Assessments- Tax Roll	\$ 430,996	\$ 430,996	\$ 432,087	\$ 1,091
Maintenance Assessments- Direct Bills	\$ 59,696	\$ 59,697	\$ 59,697	\$ -
Interest Income	\$ -	\$ -	\$ 8,458	\$ 8,458
Miscellaneous Income	\$ -	\$ -	\$ 990	\$ 990
Transfer In	\$ -	\$ -	\$ 254,599	\$ 254,599
Total Revenue	\$ 490,692	\$ 490,693	\$ 755,831	\$ 265,138
Expenditures				
<u>Administrative</u>				
Supervisors Fees	\$ 4,800	\$ 4,800	\$ 4,800	\$ -
Engineering	\$ 5,000	\$ 5,000	\$ 2,670	\$ 2,330
Arbitrage	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Dissemination	\$ 3,000	\$ 3,000	\$ 3,250	\$ (250)
Amortization Schedule	\$ -	\$ -	\$ 500	\$ (500)
Attorney	\$ 17,500	\$ 17,500	\$ 78,908	\$ (61,408)
Annual Audit	\$ 5,000	\$ 5,000	\$ 4,625	\$ 375
Trustee Fees	\$ 3,720	\$ 3,720	\$ 3,717	\$ 3
Management Fees	\$ 40,903	\$ 40,903	\$ 40,903	\$ 0
Information Technology	\$ 1,800	\$ 1,800	\$ 1,800	\$ -
Website	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Telephone	\$ 1,250	\$ 1,250	\$ 89	\$ 1,161
Postage	\$ 250	\$ 250	\$ 665	\$ (415)
Printing & Binding	\$ 150	\$ 150	\$ 197	\$ (47)
Insurance-Liability	\$ 9,000	\$ 9,000	\$ 9,000	\$ -
Legal Advertising	\$ 1,500	\$ 1,500	\$ 880	\$ 620
Other Current Charges	\$ 1,000	\$ 1,000	\$ 752	\$ 248
Office Supplies	\$ 100	\$ 100	\$ 4	\$ 96
Dues, License, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Administration Subtotal	\$ 102,348	\$ 102,348	\$ 159,136	\$ (56,788)
<u>Common Area Maintenance:</u>				
Field Services	\$ 19,200	\$ 19,200	\$ 20,925	\$ (1,725)
Landscape Maintenance	\$ 54,517	\$ 54,517	\$ 74,549	\$ (20,032)
Landscape Contingency	\$ -	\$ -	\$ 35,413	\$ (35,413)
Mowing - Lake Bank/Row	\$ -	\$ -	\$ 1,650	\$ (1,650)
Irrigation - Repairs	\$ 2,500	\$ 2,500	\$ 13,801	\$ (11,301)
Lake Maintenance	\$ 14,516	\$ 14,516	\$ 17,325	\$ (2,809)
Repairs and Maintenance - Field	\$ 7,000	\$ 7,000	\$ 30,299	\$ (23,299)
Contingency	\$ 8,000	\$ 8,000	\$ -	\$ 8,000
Total Common Area Maintenance	\$ 105,733	\$ 105,733	\$ 193,961	\$ (88,228)

Villages of Westport
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending September 30, 2025

	Adopted Budget	Prorated Budget 09/30/25	Actuals 9/30/25	Variance
<u><i>Amenity Center:</i></u>				
Facility/Pool Attendants	\$ 40,000	\$ 40,000	\$ 57,057	\$ (17,057)
Janitorial	\$ 10,920	\$ 10,920	\$ 8,038	\$ 2,882
Pool Maintenance	\$ 18,000	\$ 18,000	\$ 171,018	\$ (153,018)
Pool Permits	\$ 400	\$ 400	\$ 325	\$ 75
Utilites - Water/Electric	\$ 45,000	\$ 45,000	\$ 38,730	\$ 6,270
Trash	\$ 200	\$ 200	\$ 179	\$ 21
Pest Control	\$ 550	\$ 550	\$ 576	\$ (26)
Irrigation Repair	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
Insurance - Property	\$ 7,885	\$ 7,885	\$ 7,716	\$ 169
Telephone	\$ 1,500	\$ 1,500	\$ 1,589	\$ (89)
Access Control	\$ 1,700	\$ 1,700	\$ 544	\$ 1,156
Security Patrolling	\$ -	\$ -	\$ 3,888	\$ (3,888)
Security Camera System/Monitoring	\$ 7,056	\$ 7,056	\$ 11,364	\$ (4,308)
Facilities Maintenance - Contract	\$ 12,000	\$ 12,000	\$ 6,908	\$ 5,092
Holiday Décor	\$ -	\$ -	\$ 2,331	\$ (2,331)
Repairs and Maintenance - Amenity	\$ 9,400	\$ 9,400	\$ -	\$ 9,400
Total Amenity Center	\$ 157,611	\$ 157,611	\$ 310,264	\$ (152,653)
<u><i>Other Financing Sources (Uses)</i></u>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
First Quarter Operating Capital	\$ 100,000	\$ 100,000	\$ -	\$ 100,000
Total Other	\$ 125,000	\$ 125,000	\$ 25,000	\$ 100,000
Total Expenditures	\$ 490,692	\$ 365,692	\$ 688,362	\$ (297,670)
Excess Revenues/ (Expenditures)	\$ -		\$ 67,469	
Beginning Fund Balance	\$ -		\$ 12,981	
Ending Fund Balance	\$ -		\$ 80,451	

Villages of Westport

Community Development District

Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period Ending September 30, 2025

	Adopted Budget	Prorated Budget 9/30/25	Actual 9/30/25	Variance
<u>Revenues</u>				
Misc Income	\$ -	\$ -	\$ 425	\$ 425
Total Revenues	\$ -	\$ -	\$ 425	\$ 425
<u>Expenditures</u>				
Misc Expense	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
<u>Other Sources/Uses</u>				
Transfer In/(Out)	\$ -	\$ -	\$ 25,000	\$ 25,000
Total Other Sources/ (Uses)	\$ -	\$ -	\$ 25,000	\$ 25,000
Excess Revenues/(Expenditures)	\$ -		\$ 25,425	
Beginning Fund Balance	\$ -		\$ -	
Ending Fund Balance	\$ -		\$ 25,425	

Villages of Westport

Community Development District

Debt Service Fund Series 2005A
Statement of Revenues & Expenditures
For the Period Ending September 30, 2025

	Adopted Budget	Prorated Budget 9/30/25	Actual 9/30/25	Variance
Revenues				
Special Assessments- Tax Roll	\$ 676,054	\$ 676,054	\$ 677,772	\$ 1,718
Special Assessments- Direct A5	\$ 97,178	\$ 97,178	\$ 97,178	\$ -
Special Assessments- Prepayment	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In	\$ -	\$ -	\$ 63	\$ 63
Interest Income	\$ 15,000	\$ 15,000	\$ 39,447	\$ 24,447
Total Revenues	\$ 788,232	\$ 788,232	\$ 814,460	\$ 26,228
Expenditures				
<u>Series 2005A</u>				
Interest-11/1	\$ 184,253	\$ 184,253	\$ 184,253	\$ -
Special Call - 11/1	\$ 185,000	\$ 185,000	\$ 265,000	\$ (80,000)
Principal-5/1	\$ 435,000	\$ 415,000	\$ 415,000	\$ -
Interest-5/1	\$ 184,253	\$ 184,253	\$ 176,700	\$ 7,553
Special Call - 5/1	\$ -	\$ -	\$ 35,000	\$ (35,000)
Total Expenditures	\$ 988,506	\$ 968,506	\$ 1,075,953	\$ (107,447)
Other Sources/Uses				
Transfer In/(Out)	\$ -	\$ -	\$ (254,599)	\$ (254,599)
Total Other Sources/ (Uses)	\$ -	\$ -	\$ (254,599)	\$ (254,599)
Excess Revenues/(Expenditures)	\$ (200,274)		\$ (516,091)	
Beginning Fund Balance	\$ 628,197		\$ 1,154,348	
Ending Fund Balance	\$ 427,923		\$ 638,257	

Due from General Fund	----
Due to Genral Fund	
Assessment Receivable	----
Interest Receivable	----
Reserve A5	\$ 397,475
Revenue A5	\$ 225,488
Interest A5	----
Prepayment A5	\$ 15,294
Total	\$ 638,257

Villages of Westport
Community Development District
Capital Projects Fund
Statement of Revenues & Expenditures
For the Period Ending September 30, 2025

	Series 2005A
<u>Revenues</u>	
Interest Income	\$3,907
Developer Contributions	\$0
Total Revenues	\$3,907
<u>Expenditures</u>	
Capital Outlay	\$0
Professional Fees	\$0
Miscellaneous	\$0
Total Expenditures	\$0
<u>Other Sources/(Uses)</u>	
Transfer In/(Out)	(\$63)
Total Other Sources/ (Uses)	(\$63)
Excess Revenues/(Expenditures)	\$3,844
Beginning Fund Balance	\$82,391
Ending Fund Balance	\$86,234

Villages of Westport
Community Development District
Month by Month

October	November	December	January	February	March	April	May	June	July	August	September	Total
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Revenues

Maintenance Assessments- Tax Roll	\$ -	\$ 14,599	\$ 408,212	\$ 994	\$ 686	\$ 1,767	\$ 1,725	\$ 721	\$ 3,382	\$ -	\$ -	\$ -	\$ 432,087
Maintenance Assessments- Direct Bills	\$ 59,697	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,697
Interest Income	\$ 25	\$ 24	\$ 36	\$ 954	\$ 913	\$ 1,210	\$ 1,513	\$ 1,181	\$ 941	\$ 762	\$ 579	\$ 320	\$ 8,458
Miscellaneous Income	\$ -	\$ -	\$ -	\$ 40	\$ 900	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 990
Transfer In	\$ -	\$ -	\$ 254,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254,599

Total Revenue	\$ 59,722	\$ 14,624	\$ 662,847	\$ 1,988	\$ 2,499	\$ 2,978	\$ 3,288	\$ 1,903	\$ 4,324	\$ 762	\$ 579	\$ 320	\$ 755,831
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Expenditures

<i>Administrative</i>													
Supervisors Fees	\$ 800	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ 1,600	\$ -	\$ -	\$ 800	\$ -	\$ 800	\$ 4,800
Engineering	\$ -	\$ -	\$ -	\$ 2,670	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,670
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Dissemination	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 500	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,250
Amortization Schedule	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Attorney	\$ 9,931	\$ 5,346	\$ 2,899	\$ 9,472	\$ 2,088	\$ 2,076	\$ 8,484	\$ 3,259	\$ 1,587	\$ 12,493	\$ 10,468	\$ 10,805	\$ 78,908
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,625	\$ -	\$ 4,625
Trustee Fees	\$ 3,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,717
Management Fees	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 3,409	\$ 40,903
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
Website	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Telephone	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ 1	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ 3	\$ 89
Postage	\$ 71	\$ 38	\$ 92	\$ 33	\$ 4	\$ 69	\$ 94	\$ 147	\$ 41	\$ 31	\$ 11	\$ 34	\$ 665
Printing & Binding	\$ -	\$ 11	\$ 1	\$ 1	\$ 75	\$ 7	\$ 2	\$ 12	\$ -	\$ -	\$ 88	\$ -	\$ 197
Insurance-Liability	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000
Legal Advertising	\$ 90	\$ -	\$ -	\$ -	\$ -	\$ 361	\$ -	\$ -	\$ 254	\$ -	\$ 176	\$ -	\$ 880
Other Current Charges	\$ 50	\$ 50	\$ 65	\$ 60	\$ 50	\$ 50	\$ 87	\$ 65	\$ 65	\$ 65	\$ 65	\$ 80	\$ 752
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4
Dues, License, & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175

Total Administrative	\$ 33,243	\$ 9,353	\$ 6,966	\$ 16,946	\$ 6,211	\$ 6,473	\$ 14,426	\$ 7,391	\$ 5,856	\$ 17,298	\$ 19,342	\$ 15,631	\$ 159,136
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Villages of Westport
Community Development District
Month by Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Common Area Maintenance</i>													
Field Services	\$ 1,600	\$ 1,556	\$ 1,554	\$ 1,554	\$ 1,554	\$ 1,554	\$ 1,554	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 20,925
Landscape Maintenance	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,877	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 6,152	\$ 74,549
Landscape Contingency	\$ 600	\$ -	\$ 1,265	\$ 1,900	\$ -	\$ -	\$ -	\$ 20,376	\$ -	\$ 2,965	\$ 4,242	\$ 4,065	\$ 35,413
Mowing - Lake Bank/Row	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650	\$ -	\$ -	\$ -	\$ -	\$ 1,650
Irrigation - Repairs	\$ -	\$ -	\$ 5,852	\$ 655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,970	\$ 324	\$ 13,801
Lake Maintenance	\$ 1,187	\$ 1,187	\$ 1,482	\$ 1,482	\$ 1,482	\$ 1,482	\$ 1,482	\$ 1,482	\$ 1,482	\$ 1,526	\$ 1,526	\$ 1,526	\$ 17,325
Repairs and Maintenance	\$ 238	\$ 1,210	\$ 2,206	\$ 1,458	\$ 3,580	\$ 4,291	\$ 788	\$ 1,475	\$ 2,128	\$ 12,291	\$ 62	\$ 573	\$ 30,299
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Common Area Maintenance	\$ 9,777	\$ 10,105	\$ 18,510	\$ 13,200	\$ 12,768	\$ 13,479	\$ 10,700	\$ 33,135	\$ 11,762	\$ 24,934	\$ 20,952	\$ 14,640	\$ 193,961
<i>Amenity Center:</i>													
Facility/Pool Attendants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 574	\$ -	\$ 10,256	\$ 16,434	\$ 10,116	\$ 9,627	\$ 10,052	\$ 57,057
Janitorial	\$ 910	\$ 634	\$ 650	\$ 628	\$ 628	\$ 628	\$ 628	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 8,038
Pool Maintenance	\$ 1,208	\$ 1,635	\$ 2,139	\$ 1,101	\$ 7,269	\$ 16,668	\$ 120,043	\$ 1,695	\$ 12,771	\$ 2,833	\$ 1,871	\$ 1,786	\$ 171,018
Pool Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325	\$ -	\$ -	\$ -	\$ 325
Utilities - Water/Electric	\$ 3,156	\$ 4,158	\$ 2,251	\$ 3,670	\$ 2,215	\$ 2,417	\$ 2,565	\$ 3,370	\$ 4,179	\$ 4,041	\$ 3,641	\$ 3,067	\$ 38,730
Trash	\$ 179	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 179
Pest Control	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 47	\$ 51	\$ 51	\$ 51	\$ 576
Irrigation Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance - Property	\$ 7,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,716
Telephone	\$ 263	\$ -	\$ 263	\$ 134	\$ -	\$ 268	\$ -	\$ 134	\$ 132	\$ 264	\$ -	\$ 132	\$ 1,589
Access Control	\$ 446	\$ -	\$ 98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 544
Community Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Patrolling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,024	\$ 864	\$ -	\$ -	\$ -	\$ 3,888
Security Camera System/Monitoring	\$ 560	\$ 560	\$ 560	\$ 560	\$ 1,554	\$ 3,261	\$ 660	\$ 660	\$ 760	\$ 660	\$ 909	\$ 660	\$ 11,364
Repairs and Maintenance Building - Contract	\$ 908	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,908
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	\$ 12,712	\$ 24,862	\$ 124,942	\$ 19,852	\$ 36,179	\$ 18,631	\$ 16,765	\$ 16,415	\$ 310,264
<i>Other</i>													
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve/Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Total Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Total Expenditures	\$ 58,413	\$ 29,592	\$ 32,485	\$ 37,517	\$ 31,691	\$ 44,813	\$ 150,068	\$ 60,378	\$ 53,797	\$ 85,863	\$ 57,059	\$ 46,686	\$ 688,362
Excess Revenues/ (Expenditures)	\$ 1,308	\$ (14,968)	\$ 630,363	\$ (35,529)	\$ (29,192)	\$ (41,835)	\$ (146,780)	\$ (58,475)	\$ (49,473)	\$ (85,101)	\$ (56,480)	\$ (46,367)	\$ 67,469

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	\$397,475
RESERVE FUND BALANCE	\$397,475
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)
LESS: PRINCIPAL PAYMENT - 05/01/25	(\$415,000)
LESS: SPECIAL CALL PAYMENT - 5/01/25	(\$35,000)
CURRENT BONDS OUTSTANDING	\$5,750,000

D.

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
3/19/25	\$ 2,758.93	\$ 1,684.83	\$ 1,074.10
4/3/25	\$ 4,430.93	\$ 2,705.89	\$ 1,725.04
5/21/25	\$ 1,852.40	\$ 1,131.23	\$ 721.17
6/26/25	\$ 8,687.93	\$ 5,305.57	\$ 3,382.36

Total	\$	1,109,859.27	\$	677,771.82	\$	432,087.45
Remaining	\$	-	\$	-	\$	-
Percentage Collected		100%		100%		100%
				0.61068267		0.38931733

LGI Homes						
Net Assessments				\$156,874.90		
Date	Due	Check	Net	Amount	Series 2005	O&M
Received	Date	Number	Assessed	Received	Debt Service Fund	
10/17/24	11/1/24	0301W-0007072	\$156,874.90	\$156,874.90	\$97,177.99	\$59,696.91
			\$ 156,874.90	\$ 156,874.90	\$ 97,177.99	\$ 59,696.91

E.

Villages of Westport

Community Development District

Check Register Summary

September 1, 2025 to September 30, 2025

Bank	Date	Check No.'s		Amount
General Fund	9/3/25	2172-2177	\$	18,135.83
	9/9/25	2178-2180	\$	15,148.53
	9/10/25	2181-2186	\$	3,947.90
	9/23/25	2187-2190	\$	28,375.24
	9/26/25	2191	\$	6,436.80
			\$	72,044.30
Utilities - ACH Debit	9/2/25	Comcast	\$	131.90
	9/22/25	JEA	\$	3,067.37
			\$	3,199.27
Debit Card	9/19/25	Home Depot	\$	3.07
	9/29/25	Amazon	\$	91.46
			\$	94.53
TOTAL			\$	75,338.10

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
9/03/25	00058	8/27/25 9492183	202508 320-53800-46500 IRRIGATION STARTUP/REPAIR	BRIGHTVIEW LANDSCAPE SERVICES, INC.	*	6,970.00	6,970.00 002172
9/03/25	00058	9/01/25 9475095	202509 320-53800-46200 SEP LANDSCAPE MAINTENANCE	BRIGHTVIEW LANDSCAPE SERVICES, INC.	*	6,152.00	6,152.00 002173
9/03/25	00054	8/25/25 4298	202509 330-57200-46400 SEP POOL SERVICES		*	800.00	
		8/25/25 4298	202509 330-57200-46400 SEP POOL CHEMICALS		*	91.38	
		8/25/25 4298	202509 320-53800-46000 (2)SAFETY BUOY		*	350.00	
		8/25/25 4298	202509 320-53800-46000 (2)SAFETY ROPES		*	60.00	
		8/25/25 4298	202509 320-53800-46000 POOL RULES SIGN	C BUSS ENTERPRISES, INC.	*	68.28	1,369.66 002174
9/03/25	00075	8/26/25 WVP-09-2	202509 320-53800-34000 SEP OPERATIONS MANAGEMENT		*	2,000.00	
		8/26/25 WVP-09-2	202509 330-57200-46700 SEP JANITORIAL	FCS MANAGEMENT GROUP LLC	*	666.67	2,666.67 002175
9/03/25	00018	8/28/25 25-04980	202508 310-51300-48000 NOTICE OF MEETING-9/8/25	JACKSONVILLE DAILY RECORD	*	82.50	82.50 002176
9/03/25	00072	9/01/25 13129563	202509 330-57200-46400 SEP POOL CHEMICALS	POOLSURE	*	895.00	895.00 002177
9/09/25	00029	8/31/25 102	202508 330-57200-34800 AUG POOL MONITOR SERVICES	GOVERNMENTAL MANAGEMENT SERVICES	*	9,626.55	9,626.55 002178
9/09/25	00029	9/01/25 101	202509 310-51300-34000 SEP MANAGEMENT FEES		*	3,408.58	
		9/01/25 101	202509 310-51300-49500 SEP WEBSITE ADMIN		*	100.00	
		9/01/25 101	202509 310-51300-35100 SEP INFORMATION TECH		*	150.00	
		9/01/25 101	202509 310-51300-31300 SEP DISSEMINATION SVCS		*	250.00	

VWSP VILL O WESTPRT AMOSSING

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		9/01/25	101	202509 310-51300-49000		*	50.00		
				SEP RECORD STORAGE					
		9/01/25	101	202509 310-51300-51000		*	.39		
				OFFICE SUPPLIES					
		9/01/25	101	202509 310-51300-42000		*	33.60		
				POSTAGE					
		9/01/25	101	202509 310-51300-41000		*	3.16		
				TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES				3,995.73	002179
9/09/25 00004		9/02/25	PSI20320	202509 320-53800-46800		*	1,526.25		
				SEP LAKE MAINTENANCE					
				SOLITUDE LAKE MANAGEMENT				1,526.25	002180
9/10/25 00011		9/08/25	09082025	202509 310-51300-11000		*	200.00		
			9.08.25	PAYROLL					
				ALICE SANFORD				200.00	002181
9/10/25 00051		9/08/25	09082025	202509 310-51300-11000		*	200.00		
			9.08.25	PAYROLL					
				ANINA GUYTON				200.00	002182
9/10/25 00050		9/08/25	09082025	202509 310-51300-11000		*	200.00		
			9.08.25	PAYROLL					
				CARL HAWKINS				200.00	002183
9/10/25 00049		9/08/25	09082025	202509 310-51300-11000		*	200.00		
			9.08.25	PAYROLL					
				GODFREY STORY				200.00	002184
9/10/25 00072		7/21/25	13129562	202507 330-57200-46400		*	895.00		
				JUL POOL CHEMICALS					
		7/21/25	13129562	202507 330-57200-46400		*	67.10-		
				CREDIT APPLIED					
				POOLSURE				827.90	002185
9/10/25 00065		9/08/25	20525	202509 320-53800-46300		*	2,320.00		
				PRUNING/RMVL SEED HEADS					
				TAYLOR TREE SERVICE INC				2,320.00	002186
9/23/25 00002		9/16/25	83234218	202509 330-57200-46600		*	51.19		
				SEP PEST CONTROL SERVICES					
				BUG OUT				51.19	002187
9/23/25 00030		9/19/25	29631	202509 300-15500-10000		*	17,196.00		
				FY26 INSURANCE RENEWAL					
				EGIS INSURANCE ADVISORS				17,196.00	002188
				VWSP VILL O WESTPRT AMOSSING					

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
9/23/25	00032	9/19/25 13080	202508 310-51300-31500	AUG GENERAL COUNSEL	*	10,468.10	
				KILINSKI VAN WYK PLLC			10,468.10 002189
9/23/25	00031	9/11/25 76613958	202509 330-57200-34500	SEP SECURITY	*	659.95	
				VECTOR SECURITY, INC.			659.95 002190
9/26/25	00016	6/26/25 06262025	202509 300-20700-10000	05.21 FY25 ASSESSMENTS	*	1,131.23	
		6/26/25 06262025	202509 300-20700-10000	06.26 FY25 ASSESSMENTS	*	5,305.57	
				VILLAGES OF WESTPORT CDD			6,436.80 002191
TOTAL FOR BANK A						72,044.30	
TOTAL FOR REGISTER						72,044.30	

VWSP VILL 0 WESTPRT AMOSSING



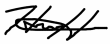
INVOICE

Sold To: 26731784
Villages of Westport CDD
475 W Town Pl Ste 114
St Augustine FL 32092

Customer #: 26731784
Invoice #: 9492183
Invoice Date: 8/27/2025
Sales Order: 8558216
Cust PO #:

Project Name: Villages of WP - Irrigation start-up repair proposal on the Hunter I-core 2-wire clock (Option 2)

Project Description: Option 2 - Propose to run new 2-wire and bury wire

Job Number	Description	Qty	UM	Unit Price	Amount
346100627	Villages of Westport CDD				
	Tech labor to locate valves and install 2-wire	20.000	HR	85.00	1,700.00
	2-Wire (3 Rolls)	2.000	RL	550.00	1,100.00
	Trencher - Daily Equipment Rate	2.000	DY	645.00	1,290.00
	Decoder	16.000	EA	180.00	2,880.00
	Solenoid	1.000	EA	0.00	
 Approved 08/29/2025 Irrigation Repairs					
Total Invoice Amount					6,970.00
Taxable Amount					
Tax Amount					
Balance Due					6,970.00

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

Payment Stub

Customer Account #: 26731784
Invoice #: 9492183
Invoice Date: 8/27/2025

Amount Due: \$ 6,970.00

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

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	Villages of WP - (Option 2) Irrigation start-up repair proposal on the Hunter I-core 2-wire clock		
Project Description	Option 2 - Propose to run new 2-wire and bury wire		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
20.00	HOUR	Tech labor to locate valves and install 2-wire	\$85.00	\$1,700.00
2.00	ROLL	2-Wire (3 Rolls)	\$550.00	\$1,100.00
16.00	EACH	Decoder	\$180.00	\$2,880.00
1.00	EACH	Solenoid	\$0.00	\$0.00
2.00	DAY	Trencher - Daily Equipment Rate	\$645.00	\$1,290.00

For internal use only

SO# 8558216
JOB# 346100627
Service Line 130

Total Price \$6,970.00

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 Arboriculture) 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		August 25, 2025
Printed Name		Date
BrightView Landscape Services, Inc. "Contractor"		
		Branch Manager, Senior
Signature		Title
Rodney Y. Hicks		August 25, 2025
Printed Name		Date
Job #:	346100627	
SO #:	8558216	Proposed Price: \$6,970.00

Indra Dudley

From: Gonzalo Castellon
Sent: Monday, August 25, 2025 9:35 AM
To: Indra Dudley
Subject: Fw: Villages of Westport- Irrigation
Attachments: Villages of WP - Option 2 Irrigation start-up repair proposal on the Hunter I-core 2-wire clock SO 8558216.pdf

Get [Outlook for iOS](#)

From: Howard McGaffney <Howard@flcspec.com>
Sent: Thursday, May 1, 2025 12:00:00 PM
To: Gonzalo Castellon <Gonzalo.Castellon@brightview.com>
Subject: Villages of Westport- Irrigation

EXTERNAL E-MAIL

Here you go Sir. I approved this.

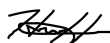
Howard "Mac" McGaffney
President
Florida Community Specialists (FCS)
(904) 386-0186



INVOICE

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

Customer #: 26731784
Invoice #: 9475095
Invoice Date: 9/1/2025
Cust PO #:

Job Number	Description	Amount
346100627	Villages of Westport CDD Exterior Maintenance For September 08/26/2025 Approved for September check run Landscape Maintenance Contract  RECEIVED By Tara Lee at 3:06 pm, Aug 26, 2025 Total invoice amount6,152.00 Tax amount Balance due6,152.00	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 #: 9475095
Invoice Date: 9/1/2025

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

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.: 4298
Terms: Net 30
Invoice date: 08/25/2025
Due date: 09/24/2025

#	Product or service	Description	Qty	Rate	Amount
1.	POOL SERVICE Pool Contract	MONTHLY POOL SERVICE: SEPTEMBER	1	\$800.00	\$800.00
2.	TRICHLOR Pool Chemical	PER LB	10	\$7.95	\$79.50
3.	LIQUID BLEACH Pool Chemical	PER GAL	2.5	\$4.75	\$11.88
4.	SAFETY BUOY Amenity Repair	24" USCG APPROVED WHITE FOAM LIFE RING	2	\$175.00	\$350.00
5.	SAFETY ROPE-S Amenity Repair	30' LIFE LINE	2	\$30.00	\$60.00
6.	POOL RULES Amenity Repair	24" X 36" VERTICAL POOL RULES SIGN	1	\$68.28	\$68.28

Total \$1,369.66

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

Approved: 08/26/2025

RECEIVED

By Tara Lee at 3:07 pm, Aug 26, 2025



FCS Management Group, LLC
162 S. Prairie Lakes Drive
St. Augustine, FL 32084

Invoice Date 8/26/2025
Invoice No: VWP-09-2025-01
Terms 15 Days

Invoice To: S. Ferrero / A. Mossing
Villages of Westport CDD
C/O GMS
475 W. Town Place Ste. 114
St. Augustine, FL 32092

Description	Budget - Code	Quantity	Item Amount	Amount
September Services				
Operations Management	Field Services	1	\$ 2,000.00	\$ 2,000.00
Janitorial	Janitorial	1	\$ 666.67	\$ 666.67
Total Payable			\$ 2,666.67	\$ 2,666.67
Notes: Thank you for choosing FCS Management Group as your preferred service provider! Howard "Mac" McGaffney - President				

RECEIVED

By Tara Lee at 9:29 am, Aug 26, 2025

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

August 28, 2025

Date

Attn: Sarah Sweeting
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092

RECEIVED

By Tara Lee at 8:59 am, Sep 02, 2025

Serial # 25-04980D	PO/File #	\$82.50
Notice of Meeting		Payment Due
		\$82.50
Villages of Westport Community Development District		Publication Fee
Case Number		Amount Paid
Publication Dates 8/28		
County Duval		

***Payment is due before
the Proof of Publication
is released.***

Payment Due Upon Receipt

For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 25-04980D on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.

**NOTICE OF MEETING
VILLAGES OF WESTPORT
COMMUNITY
DEVELOPMENT DISTRICT**

A special meeting of the Board of Supervisors of the Villages of Westport Community Development District will be held on **Monday, September 8, 2025, at 5:30 p.m., at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida 32218.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at this meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Daniel Laughlin
District Manager

Aug. 28 00 (25-04980D)



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date
Invoice#

9/1/2025
131295631415

Terms	Net 20
Due Date	9/21/2025
PO #	

Bill To
Attn: Office Villages of Westport CDD 6714 Sandle Drive Jacksonville FL 32219

Ship To
Villages at Westport CDD 6714 Sandle Drive Jacksonville FL 32219

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$895.00
WM-XPC Upgrade	XPC System Upgrade	1	ea	\$0.00
WM-Wireless Communication Charge	XPC Communication Fee	1	ea	\$0.00

Subtotal \$895.00

Tax \$0.00

Total \$895.00

Amount Paid/Credit Applied \$0.00

Balance Due \$895.00

08/20/2025 Approved-Pool Chemicals

[Click Here to Pay Now](#)



RECEIVED

By Tara Lee at 4:08 pm, Aug 20, 2025



131295631415

Governmental Management Services, LLC

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

Invoice**Invoice #:** 102**Invoice Date:** 8/31/25**Due Date:** 8/31/25**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
Pool Monitor Services through August 2025	213.99	45.00	9,629.55
<i>Alison Moring</i> 9-5-25			

RECEIVED*By Tara Lee at 11:28 am, Sep 05, 2025***Total** \$9,629.55**Payments/Credits** \$0.00**Balance Due** \$9,629.55

VILLAGES OF WESTPORT CDD

POOL MONITOR

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
213.99	Pool Monitor	\$ 45.00	\$ 9,629.55

Covers August 2025

TOTAL DUE:

\$ 9,629.55

**VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT
POOL MONITOR BILLABLE HOURS FOR AUGUST 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/25	2.72	J.R.	Pool Monitor
8/1/25	4.05	A.T.	Pool Monitor
8/2/25	8.03	A.C.	Pool Monitor
8/3/25	4.07	J.R.	Pool Monitor
8/4/25	7.43	J.R.	Pool Monitor
8/5/25	7.72	A.C.	Pool Monitor
8/6/25	8.08	A.C.	Pool Monitor
8/7/25	7.97	J.R.	Pool Monitor
8/8/25	3.18	A.T.	Pool Monitor
8/8/25	3.08	J.R.	Pool Monitor
8/9/25	7.47	J.R.	Pool Monitor
8/10/25	7.72	J.R.	Pool Monitor
8/11/25	8.03	A.C.	Pool Monitor
8/12/25	8.03	A.C.	Pool Monitor
8/13/25	5.62	J.R.	Pool Monitor
8/14/25	7.23	J.R.	Pool Monitor
8/15/25	6.8	J.R.	Pool Monitor
8/16/25	7.53	A.C.	Pool Monitor
8/17/25	7.88	J.R.	Pool Monitor
8/18/25	8.02	A.C.	Pool Monitor
8/19/25	7.62	J.R.	Pool Monitor
8/20/25	8.25	J.R.	Pool Monitor
8/21/25	7.12	J.R.	Pool Monitor
8/22/25	4	J.R.	Pool Monitor
8/23/25	8.05	A.C.	Pool Monitor
8/24/25	4.28	J.R.	Pool Monitor
8/26/25	7.28	J.R.	Pool Monitor
8/27/25	8.12	J.R.	Pool Monitor
8/28/25	4.83	J.R.	Pool Monitor
8/29/25	7.9	A.C.	Pool Monitor
8/30/25	8.03	A.C.	Pool Monitor
8/31/25	7.85	A.C.	Pool Monitor
GRAND TOTAL	<u><u>213.99</u></u>		



INVOICE

Page: 1

Please Remit Payment to:

Solitude Lake Management, LLC
1320 Brookwood Drive
Suite H
Little Rock, AR 72202
Phone #: (888) 480-5253
Fax #: (888) 358-0088

Invoice Number: PSI203204
Invoice Date: 9/2/2025

Bill
To: Villages of Westport CDD
GMS
475 West Town Place, Suite 114
Saint Augustine, FL 32092

Ship
To: Villages of Westport CDD
GMS
475 West Town Place, Suite 114
St Augustine, FL 32092

Ship Via
Ship Date 9/2/2025
Due Date 10/2/2025
Terms Net 30

Customer ID 8794
P.O. Number
P.O. Date 9/2/2025
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	1,526.25	1,526.25
September Billing					
9/1/2025 - 9/30/2025					
Villages of Westport Pond 6					
Villages of Westport Pond 5					
Villages of Westport Pond 4					
Villages of Westport Pond 3					
Villages of Westport Pond 2					
Villages of Westport Pond 1					
Villages of Westport Pond 10					
Villages of Westport Pond 8					
Villages of Westport Pond 9					
Villages of Westport Pond 7					
Villages of Westport Pond 11					
Villages of Westport Pond 12					

09/05/2025 Approved Pond Maintenance

H/M

RECEIVED

By Tara Lee at 12:52 pm, Sep 05, 2025

Amount Subject to Sales Tax 0.00
Amount Exempt from Sales Tax 1,526.25

Subtotal: 1,526.25
Invoice Discount: 0.00
Total Sales Tax: 0.00
Payment Amount: 0.00
Total: 1,526.25

Attendance Sheet

District: Villages of Westport CDD

Meeting Date: September 8, 2025

	Supervisor	In Attendance	Fees
1.	<i>Chairperson</i>	☐	\$0
2.	Annina Guyton <i>Vice Chairperson</i>	☒	\$200
3.	Carl Hawkins <i>Assistant Secretary</i>	☒	\$200
4.	Godfrey Story <i>Assistant Secretary</i>	☒	\$200
5.	Alice Sanford <i>Assistant Secretary</i>	☒	\$200

District Manager:



Date:

9/8/25

PLEASE RETURN COMPLETED FORM TO ALISON MOSSING

PAYMENT REQUESTED FROM:

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

SERVICE INVOICE

Invoice number:
83234218
Due date:
10/16/2025
Total due:
\$51.19
Bill To number:
3075531
Invoice date:
9/16/2025



Invoice

Thank you for trusting BUG OUT to protect your business. A summary of your services is listed below along with the total amount due. Pay by phone by calling 877-284-8688

INVOICE DETAILS

PEST CONTROL MAINTENANCE51.19
Villages Of Westport
6714 Sandle Dr
Jacksonville , FL ON 9/16/2025

SUBTOTAL: \$51.19

TOTAL DUE: \$51.19

09/17/2025 Approved

HM

RECEIVED

By Tara Lee at 1:46 pm, Sep 17, 2025

Payment Receipt. Please Return with Payment Remittance

Amount due: \$51.19
Payment due: 10/16/2025
To pay by phone call 877-284-8688.

Customer name:
Governmental Management Services
Bill To number:
3075531
Invoice number:
83234218



www.florida.bugoutservice.com

Mail this form with payment to:



BUG OUT
PO BOX 740608
CINCINNATI OH 45274-0608

0030755310000000000083234218000005119202510160007



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

INVOICE

Customer	Villages of Westport Community Development District
Acct #	192
Date	09/19/2025
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 17,196.00
Payment Amount	
Payment for:	Invoice#29631
100125524	

Thank You

Please detach and return with payment



Customer: Villages of Westport Community Development District

Invoice	Effective	Transaction	Description	Amount
29631	10/01/2025	Renew policy	Policy #100125524 10/01/2025-10/01/2026 Florida Insurance Alliance Package - Renew policy Due Date: 9/19/2025	17,196.00



Please Remit Payment To: Egis Insurance and Risk Advisors P.O. Box 748555	Total
	\$ 17,196.00

Thank You

FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349
 TO PAY VIA ACH: Accretive Global Insurance Services LLC
 Routing ACH: 121000358 Account: 1291776914

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939	Date
	accounting@egisadvisors.com	09/19/2025

RECEIVED
 By Tara Lee at 1:06 pm, Sep 19, 2025



KILINSKI | VAN WYK

Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314

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

INVOICE

Invoice # 13080
Date: 09/19/2025
Due On: 10/19/2025

RECEIVED

By Tara Lee at 9:42 am, Sep 22, 2025

Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
(\$0.00	+ \$10,468.10	) - (\$0.00	) = \$10,468.10

VWPCDD-01

Villages of Westport CDD - General

Type	Attorney	Date	Notes	Quantity	Rate	Discount	Total
Service	JK	08/01/2025	Finalize audit letter and review of audit	0.30	\$365.00	-	\$109.50
Service	JK	08/01/2025	Analyze e-mail correspondence from Sanford on document requests/demands for information	0.50	\$365.00	-	\$182.50
Service	CL	08/01/2025	Review correspondence from A. Sanford re: requests for information.	0.10	\$285.00	-	\$28.50
Service	AR	08/01/2025	Confer with staff regarding public records request; review public records.	3.00	\$285.00	-	\$855.00
Service	JK	08/04/2025	Continue reviewing 100's of records in response to A. Sanford's request for information and transmit final review of same; prepare letter for same	1.80	\$365.00	-	\$657.00

Service	CL	08/04/2025	Review correspondence re: requests production to A. Sanford; Review correspondence from D. Mossing re: FCS contract amendment and supporting documentation; Review correspondence from H. McGaffney re: installation of signs.	0.60	\$285.00	50.0%	\$85.50
Service	CL	08/05/2025	Review coverage letter for complaint; Review correspondence from K. Nelson re: document production drive.	0.40	\$285.00	-	\$114.00
Service	JK	08/05/2025	Research on records and electronic communications	0.20	\$365.00	-	\$73.00
Service	CL	08/06/2025	Revise language for Rules of Procedure for remote attendance; Draft resolution adopting revised Rules of Procedure.	0.40	\$285.00	-	\$114.00
Service	JK	08/06/2025	Call regarding records requests and special meeting; analyze rule modification for same	0.40	\$365.00	-	\$146.00
Service	AR	08/06/2025	Review and analyze responsive records to records request; confer with District staff regarding same.	2.20	\$285.00	-	\$627.00
Service	AR	08/07/2025	Review and analyze responsive records to records request; confer with District staff regarding same.	0.80	\$285.00	-	\$228.00
Service	CL	08/08/2025	Review status of special meeting determination; Review correspondence from D. Mossing re: the same; Confer concerning policy for remote attendance.	1.00	\$285.00	20.0%	\$228.00
Service	JK	08/08/2025	Finalize review of records/ e-mail correspondence from A. Sanford and field	1.20	\$365.00	-	\$438.00

call on same; update rules							
Service	CL	08/11/2025	Review status of setting special meeting.	0.10	\$285.00	-	\$28.50
Service	SD	08/12/2025	Receive Finalized FY24 Audit and save same to District Files.	0.10	\$170.00	-	\$17.00
Service	CL	08/14/2025	Review various correspondence from Supervisor Sanford re: informational requests to District Manager and J. Kilinski.	0.30	\$285.00	100.0%	\$0.00
Service	JK	08/14/2025	Analyze multiple correspondence from A. Sanford and respond to records requests on same	0.80	\$365.00	-	\$292.00
Service	JK	08/15/2025	Review multiple A. Sanford correspondence for legal issues and respond to same; field call from Chairperson	0.90	\$365.00	-	\$328.50
Service	JK	08/17/2025	Complete public records response; review GMS response and records	0.30	\$365.00	-	\$109.50
Service	CL	08/17/2025	Review correspondence from A. Sanford re: missing records.	0.30	\$285.00	100.0%	\$0.00
Service	JK	08/18/2025	Review further public records requests from Sanford and responses to same	0.30	\$365.00	-	\$109.50
Service	JK	08/19/2025	Research public records request and respond to same from A. Sanford.	0.20	\$365.00	-	\$73.00
Service	CL	08/19/2025	Review various correspondence from A. Sanford re: security agreement for pool monitoring.	0.20	\$285.00	100.0%	\$0.00
Service	JK	08/21/2025	Review further public records requests and disclaimer information from A. Sanford; review multiple additional communications/demands from A. Sanford and	0.50	\$365.00	-	\$182.50

			analyze for legal response; research public records applicability				
Service	CL	08/21/2025	Confer with H. McGaffney re: emergency authorization.	0.30	\$285.00	-	\$85.50
Service	CL	08/22/2025	Draft Third addendum; Confer with H. McGaffney; Confer with S. Sweeting; Review existing Vector agreement.	1.00	\$285.00	-	\$285.00
Service	AR	08/22/2025	Review and analyze laws regarding public access to meetings.	1.30	\$285.00	-	\$370.50
Service	JK	08/23/2025	Follow up on records request; prepare policy on remote access and research related to same	1.10	\$365.00	-	\$401.50
Service	CL	08/25/2025	Revise second addendum; Review various correspondence from A. Sanford re: public records requests; Confer with H. McGaffney and S. Sweeting re: addendum; Draft emergency authorization.	2.60	\$285.00	20.0%	\$592.80
Service	AR	08/25/2025	Review months of e-mails for confidential and exempt information and responsiveness to records request.	2.30	\$285.00	-	\$655.50
Service	JK	08/25/2025	Continue review public records requests and legal demands; begin review of document production	0.40	\$365.00	-	\$146.00
Service	JK	08/26/2025	Review/edit emergency authorization resolution; review Sanford request/ demands for legal issues; respond to same; call on agenda and meeting materials	0.60	\$365.00	-	\$219.00
Service	CL	08/26/2025	Revise emergency authorization.	0.20	\$285.00	100.0%	\$0.00
Service	AR	08/26/2025	Review July and August	0.90	\$285.00	-	\$256.50

			emails regarding public records request; confer with District staff regarding same.				
Service	CL	08/27/2025	Revise proposed technology policy; Revise emergency authorization.	1.60	\$285.00	20.0%	\$364.80
Service	JK	08/27/2025	Prepare policies; prepare rule waiver; review public records and demands; prepare emergency document	1.20	\$365.00	-	\$438.00
Service	CL	08/28/2025	Draft resolution waiving Rule 1.3.	0.20	\$285.00	-	\$57.00
Service	LG	08/28/2025	Review and provide comments to conduct policy, censure resolution, and technology policy.	0.90	\$365.00	-	\$328.50
Service	JK	08/28/2025	Update agenda materials for September meeting; review continue records response and demands for legal documentation; research on resolution/ policy implementation; field call from staff	1.50	\$365.00	-	\$547.50
Service	JK	08/29/2025	Call on pending District issues; research on same; update agenda materials; update agenda with edits	1.90	\$365.00	-	\$693.50
Line Item Discount Subtotal							-\$666.90
Total							\$10,468.10

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.



9456 Philips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 76613958
Invoice Date: 09/11/2025
Branch: 72
Account Number: 6433445
Due Date: 10/11/2025

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
VILLAGES OF WESTPOR 6702 SANDLE DR 32219					
Service From: 09/21/2025 To: 10/20/2025					
MONITORING			477.00	0.00	477.00
Service From: 09/21/2025 To: 10/20/2025					
RECURRING SERVICES			182.95	0.00	182.95

RECEIVED

By Tara Lee at 10:17 am, Sep 15, 2025

Extended Total	Tax Total	Invoice Total	Prior Balance	Total Due
\$659.95	\$0.00	\$659.95	\$0.00	\$659.95

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

Invoice

Customer Name: VILLAGES OF WESTPORT CDD
Invoice Number: 76613958
Invoice Date: 09/11/2025
Account Number: 6433445
Due Date: 10/11/2025
Amount Due: \$659.95

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.

00000000720000000643344510076613958000000000659950

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
3/19/25	\$ 2,758.93	\$ 1,684.83	\$ 1,074.10
4/3/25	\$ 4,430.93	\$ 2,705.89	\$ 1,725.04
5/21/25	\$ 1,852.40	\$ 1,131.23	\$ 721.17
6/26/25	\$8,687.93	\$ 5,305.57	\$ 3,382.36

Total	\$	1,109,859.27	\$	677,771.82	\$	432,087.45
Remaining	\$	-	\$	-	\$	-
Percentage Collected		100%		100%		100%



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VILLAGES OF WESTPORT CDD



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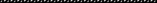
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u 0m a c l i e c d l i
v 0 m l i f a i f a e
y m l c

Amount Due
\$3,067.37

Please pay by 09/19/25 to avoid
1.5% late payment charge.

TOTAL SUMMARY OF CHARGES

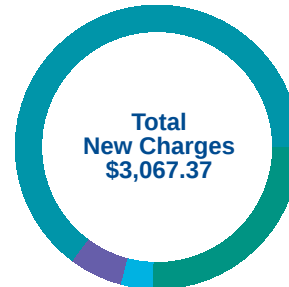
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		Jci DI
		aBi f Da

Total New Charges	\$	3,067.37
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(A complete breakdown of charges can be found on the following pages.)

α  cB dJdI
 β  cB dJdI
 γ α β  I dI
 δ  cB f g d g

A late payment charge will be assessed for unpaid balance. \$ 3,067.37



Electric	\$783.34
Water	\$58.84
Sewer	\$138.99
Irrigation	\$2,086.20

MESSAGES



Please pay \$3,067.37 by 09/19/25 to avoid 1.5% late payment charge and service disconnections.



To keep your HVAC system running efficiently, remember to inspect your outdoor unit(s). Clean any leaves and debris you find around it.



Remember to follow your watering days. To confirm your days assigned by SJRWMD and learn more visit jea.com/wateringdays.

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

Additional information on reverse side. →



7

Check here for telephone/mail address correction and fill in on reverse side.

5

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: **08/28/25**

Please pay by 09/19/25 to avoid 1.5% late payment charge.

TOTAL AMOUNT PAID	
-------------------	--

\$3,067.37

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cel JO u u 0 0
u 0 Cai JqC cal

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

727402308534980000000000004000306737010100000000300013

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Email Us



Update Your Information



Learn About Rates



Understand Your Bill

Stay Storm-Ready

It's officially hurricane season. Learn how JEA prepares for storms and what you can do to keep your family, home or business safe in case one heads our way.



Scan to explore our
Storm Center.

Solutions to Help You Save

We want to help you use less and save more. From simple tips to efficiency assessments and rebates, we have something for everyone.

Scan to find more ways to save.



STATEMENT INFORMATION

APPLICATION AND CONTRACT FOR SERVICE

APPLICATION AND CONTRACT FOR SERVICE

constitutes

Commercial customers can

ADDRESS CORRECTION

Account # | a c l i e c d l i

Tel: [REDACTED]

Address:

City: State: Zip Code:

E-mail:



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ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12060 BRADDOCK RD

Service Period: 07/29/25 - 08/27/25

Reading Date: 08/27/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24072186	29	43853	Regular	1	393 KWH

Basic Monthly Charge	4	23.00
Energy Charge (\$0.0667 per kWh)		26.21
Tax Exempt Fuel Cost (\$0.03715 per kWh)		14.60
Taxable Fuel Cost (\$0.00511 per kWh)		2.01
City of Jacksonville Franchise Fee		1.97
Gross Receipts Tax		1.74

Total Current Electric Charges \$ 69.53

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 12060 BRADDOCK RD

Service Period: 07/31/25 - 08/28/25

Reading Date: 08/28/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
8193073	28	4932	Regular	1 1/2	224000 GAL

Basic Monthly Charge	4	48.70
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal)		24.43
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal)		1,017.73
City of Jacksonville Franchise Fee		32.73

Total Current Irrigation Charges \$ 1,123.59

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12424 CADLEY CIR

Service Period: 07/29/25 - 08/27/25

Reading Date: 08/27/25

Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24072169	29	39257	Regular	1	611 KWH

Basic Monthly Charge	4	23.00
Energy Charge (\$0.0667 per kWh)		40.75
Tax Exempt Fuel Cost (\$0.03715 per kWh)		22.70
Taxable Fuel Cost (\$0.00511 per kWh)		3.12
City of Jacksonville Franchise Fee		2.69
Gross Receipts Tax		2.37

Total Current Electric Charges \$ 94.63

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 12507 HOPTREE RD APT SG01

Service Period: 07/29/25 - 08/27/25

Reading Date: 08/27/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
26023660	29	643	Regular	1	85 KWH

Basic Monthly Charge	4	23.00
Energy Charge (\$0.0667 per kWh)		5.67
Tax Exempt Fuel Cost (\$0.03715 per kWh)		3.16
Taxable Fuel Cost (\$0.00511 per kWh)		0.43
City of Jacksonville Franchise Fee		0.97
Gross Receipts Tax		0.85

Total Current Electric Charges \$ 34.08

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 12515 HOPTREE RD APT IR01

Service Period: 07/28/25 - 08/26/25

Reading Date: 08/26/25

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
91401661	29	1335	Regular	1	36000 GAL

Basic Monthly Charge	4	26.53
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal)		24.43
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal)		136.00
City of Jacksonville Franchise Fee		5.61

Total Current Irrigation Charges \$ 192.57

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 6714 SANDLE DR

Service Period: 07/29/25 - 08/27/25

Reading Date: 08/27/25

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22960690	29	13769	Regular	1	4872 KWH

Basic Monthly Charge	4	23.00
Energy Charge (\$0.0667 per kWh)		324.96
Tax Exempt Fuel Cost (\$0.03715 per kWh)		180.99
Taxable Fuel Cost (\$0.00511 per kWh)		24.90
City of Jacksonville Franchise Fee		16.62
Gross Receipts Tax		14.63

Total Current Electric Charges \$ 585.10



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WATER SERVICE

Billing Rate: Commercial Water Service
Service Address: 6714 SANDLE DR
Service Period: 07/28/25 - 08/26/25 Reading Date: 08/26/25
Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
99217366	29	128	Regular	1	10000 GAL

Basic Monthly Charge 4 26.53
Water Consumption Charge 30.60
City of Jacksonville Franchise Fee 1.71

Total Current Water Charges \$ 58.84

SEWER SERVICE

Billing Rate: Commercial Sewer Service
Service Address: 6714 SANDLE DR
Service Period: 07/28/25 - 08/26/25 Reading Date: 08/26/25
Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
99217366	29	128	Regular	1	10000 GAL

Basic Monthly Charge 4 86.14
Sewer Usage Charge 48.80
City of Jacksonville Franchise Fee 4.05

Total Current Sewer Charges \$ 138.99

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service
Service Address: 6714 SANDLE DR
Service Period: 07/28/25 - 08/26/25 Reading Date: 08/26/25
Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
76679032	29	21489	Regular	2	138000 GAL

Basic Monthly Charge 4 75.29
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal) 24.43
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal) 614.38
City of Jacksonville Franchise Fee 21.42

Total Current Irrigation Charges \$ 735.52

IRRIGATION SERVICE

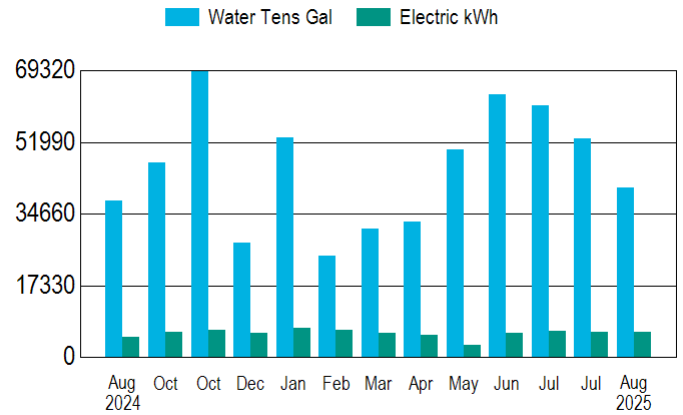
Billing Rate: Commercial Irrigation Service
Service Address: 6813 MYRTLE OAK RD APT IR01
Service Period: 07/28/25 - 08/26/25 Reading Date: 08/26/25
Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
514047435	29	135	Regular	1	2000 GAL

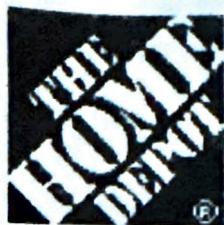
Basic Monthly Charge 4 26.53
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal) 6.98
City of Jacksonville Franchise Fee 1.01

Total Current Irrigation Charges \$ 34.52

CONSUMPTION HISTORY



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How doers
get more done..

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

6351 00051 99971 09/17/25 10:16 AM
SALE SELF CHECKOUT

-----Military Discount-----
012587224977 FORCEFLEX DR <A> <M> 3.18
GLAD FF DRAWSTRING GAIN ORIGINAL
MAX REFUND VALUE \$2.86
Military Discount -0.32

SUBTOTAL 2.86
SALES TAX 0.21
TOTAL \$3.07

XXXXXXXXXXXX8374 VISA

USD\$ 3.07

AUTH CODE 638257/1510617

TA

Contactless

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 09/16: \$2,545.19

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<M> = Military Appreciation

6351 09/17/25 10:16 AM



6351 51 99971 09/17/2025 5483

RETURN POLICY DEFINITIONS

POLICY ID DAYS POLICY EXPIRES ON

A

1

90

12/16/2025



Final Details for Order #112-3837048-2756244

Order Placed: September 26, 2025
PO number : Villages of Westport CDD
Amazon.com order number: 112-3837048-2756244
Order Total: \$91.46

Shipped on September 26, 2025	
Items Ordered	Price
1 Of: <i>Elkay WaterSentry 51300C Lead + Microplastics NSF/ANSI Certified Filter (Bottle Fillers)</i>	\$85.88
Sold by: Plumber's Paradise (seller profile)	
Business Price	
Condition: New	
Shipping Address: Howard McGaffney 162 S PRAIRIE LAKES DR SAINT AUGUSTINE, FL 32084-9318 United States	Item(s) Subtotal: \$85.88 Shipping & Handling: \$0.00 ----- Total before tax: \$85.88 Sales Tax: \$5.58 -----
Shipping Speed: FREE Prime Delivery	Total for This Shipment: \$91.46 -----

Payment information	
Payment Method: Visa Last digits: 8374	Item(s) Subtotal: \$85.88 Shipping & Handling: \$0.00 -----
Billing address Howard McGaffney 162 S PRAIRIE LAKES DR SAINT AUGUSTINE, FL 32084-9318 United States	Total before tax: \$85.88 Estimated Tax: \$5.58 ----- Grand Total: \$91.46

To view the status of your order, return to [Order Summary](#) .