

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	Vice Chairperson
Godfrey Story	Supervisor
Carl Hawkins	Supervisor
Alice Sanford	Supervisor

Also present:

Daniel Laughlin	District Manager
Darrin Mossing	GMS
Chris Loy	District Counsel
Jennifer Kilinski	Kilinski   Van Wyk
Howard McGaffney	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**

September 8, 2025

Villages of Westport CDD

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**

September 8, 2025

Villages of Westport CDD

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 21<sup>st</sup> meeting because she was on hold on the Zoom call. Ms. Kilinski noted the policy was included in the July 21<sup>st</sup> 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 of significant public records requests. 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.

September 8, 2025

Villages of Westport CDD

**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.

Signed by:

*Daniel Laughlin*

9A989FE97A6A46D...  
Secretary/Assistant Secretary

Signed by:

*Yashekia Scarlett*

2J0894AB1C063EA...  
Chairman/Vice Chairman