



Villages of West Port Community Development District

April 20, 2026

Agenda Package

TEAMS MEETING INFORMATION

Meeting ID: 233 523 099 771 95

Passcode: UM9Ld7ty

Call In Number: 1-646-838-1601

Conference ID: 918 444 725#

313 Campus Street,
Celebration, Florida 34747

CLEAR PARTNERSHIPS



COLLABORATION



LEADERSHIP



EXCELLENCE



ACCOUNTABILITY



RESPECT

Villages of Westport Community Development District

Board of Supervisors

Yashekia Scarlett, Chairperson
 Anina Guyton, Vice Chairperson
 Carl Hawkins, Assistant Secretary
 Alice Sanford, Assistant Secretary
 Godfrey Story, Assistant Secretary

Staff:

Samantha Harvey, District Manager
 Jennifer Goldyn, Director of District Services
 Natasha Sowani, District Accountant
 Kareen Baker, District Administrative Assistant
 Justin Fisher, Field Inspection Coordinator
 Jennifer Kilinski, Esq. District Counsel
 Lindsay Moczynski, Esq. District Counsel
 Neil Brockmeier, P.E., District Engineer

Regular Meeting Agenda

Monday, April 20, 2026 – 5:30 p.m.

Call in Number: 1-646-838-1601, Conference ID: 918444725#

- 1. Call to Order and Roll Call**
- 2. Approval of Agenda**
- 3. Audience Comments – Three (3) Minute Time Limit**
- 4. Presentation from Erika Graham Regarding the Flock Camera Systems**
 - A. Consideration of Flock Safety Camera Systems Quote #191875 – 1 LPR and Video Bundle Page 4
 - B. Consideration of Flock Safety Camera Systems Quote #191875 – 4 LPR and Video Bundles Page 8
- 5. Staff Reports**
 - A. District Accountant
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
 - i. Discussion of Field Service Being Included in the Inframark Contract
 - ii. Discussion of Resolution 2025-06, District Making Certain Findings, Waiving, Amending and Establishing Standards for Rule 1.3(10) Page 12
 - E. Inframark March and April 2026 Field Inspection Reports Page 17
 - F. SOLitude Lake Management Report Page 35
- 6. Business Administration**
 - A. Ratification of the Minutes from the Special Meeting Held on February 9, 2026..... Page 41
 - B. Consideration of the Minutes from the Continued Special Meeting Held on March 2, 2026 Page 50
- 7. Business Items**
 - A. Consideration of Resolution 2026-09, General Election Page 55
 - B. Presentation of Fiscal Year 2026/2027 Proposed Budget Page 58
 - i. Consideration of Resolution 2026-10, Approving the Fiscal Year 2026/2027 Proposed Budget (**Option 1 – No Assessment Increase**) and Setting the Public Hearing..... Page 75
 - ii. Consideration of Resolution 2026-10, Approving the Fiscal Year 2026/2027 Proposed Budget (**Option 2 – Assessment Increase**) and Setting the Public Hearing Page 78
 - C. Consideration of A-Team Fence Company Fence Repair Proposal Page 81
 - D. Consideration of Inframark’s Janitorial Cleaning Services Agreement Page 84
 - E. Discussion of RFP for New Landscaping

District Office:
 313 Campus Street,
 Celebration, Florida 34747
 407-566-1935

Meeting Location:
 Highlands Regional Library
 1826 Dunn Avenue,
 Jacksonville, Florida 32218

8. **Supervisor Requests**
9. **Adjournment**

The next regular meeting is scheduled for Monday, July 20, 2026 at 5:30 p.m.

District Office:
313 Campus Street,
Celebration, Florida 34747
407-566-1935

Meeting Location:
Highlands Regional Library
1826 Dunn Avenue,
Jacksonville, Florida 32218

Flock Safety + FL - Villages of Westport

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Erica Graham
erica.graham@flocksafety.com
(904) 590-2527

Created Date: 03/03/2026
Expiration Date: 04/02/2026
Quote Number: Q-191875
PO Number:



Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: Braddock Home Road Jacksonville, Florida 32219

Ship To: Braddock Home Road Jacksonville, Florida 32219

Billing Company Name: FL - Villages of Westport
 Billing Contact Name:
 Billing Email Address:
 Billing Phone:

Subscription Term: 24 Months
 Payment Terms: Net 15
 Retention Period: 30 Days
 Billing Frequency: Annual Plan - First Year Invoiced at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$3,700.00
Flock Safety Bundles			
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Included	1	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Bundle Implementation Fee	\$650.00	1	\$650.00

Subtotal Year 1:	\$4,350.00
Annual Recurring Subtotal:	\$3,700.00
Discounts:	\$1,000.00
Estimated Tax:	\$0.00
Contract Total:	\$8,050.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$4,350.00
Annual Recurring after Year 1	\$3,700.00
Contract Total	\$8,050.00

*Tax not included

Discounts Applied	Amount (USD)
Flock Safety Platform	\$1,000.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

FlockOS Features	Description
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Community grade bundled standard range license plate recognition camera and live streamed solar powered fixed camera with 30 days of edge storage, with LTE. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users
Professional Services - Bundle Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Solar Video Camera Fixed, fka Condor	Community grade live streamed Solar powered Fixed camera with 30 days of edge storage. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. *Flock provided sim card camera is limited to 25 hours per month of live streaming.
Flock Safety LPR - Neighborhoods, fka Sparrow	Residential grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.

FlockOS Features & Description

FlockOS Features	Description
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Flock Safety + FL - Villages of Westport

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Erica Graham
erica.graham@flocksafety.com
(904) 590-2527

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 Billing Contact Name:
 Billing Email Address:
 Billing Phone:

Subscription Term: 24 Months
 Payment Terms: Net 15
 Retention Period: 30 Days
 Billing Frequency: Annual Plan - First Year Invoiced at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$14,800.00
Flock Safety Bundles			
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Included	4	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Bundle Implementation Fee	\$650.00	4	\$2,600.00

Subtotal Year 1:	\$17,400.00
Annual Recurring Subtotal:	\$14,800.00
Discounts:	\$4,000.00
Estimated Tax:	\$0.00
Contract Total:	\$32,200.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$17,400.00
Annual Recurring after Year 1	\$14,800.00
Contract Total	\$32,200.00

*Tax not included

Discounts Applied	Amount (USD)
Flock Safety Platform	\$4,000.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

FlockOS Features	Description
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Community grade bundled standard range license plate recognition camera and live streamed solar powered fixed camera with 30 days of edge storage, with LTE. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users
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FlockOS Features & Description

FlockOS Features	Description
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RESOLUTION 2025-06**A RESOLUTION OF THE BOARD OF SUPERVISORS OF VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT MAKING CERTAIN FINDINGS; WAIVING, AMENDING AND ESTABLISHING STANDARDS FOR RULE 1.3(10), RULES OF PROCEDURE; PROVIDING FOR REMOTE PARTICIPATION IN BOARD MEETINGS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

WHEREAS, the District’s Board of Supervisors (“Board”) holds public meetings, hearings, and workshops for the purpose of conducting District business; and

WHEREAS, the District previously adopted Rule 1.3(10) of its Rules of Procedure providing, among other things, that “Board members may . . . participate in Board meetings by teleconference or videoconference if . . . extraordinary circumstances exist . . . [which] shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist . . . ;” and

WHEREAS, the Board finds that such unregulated rule permitting Board members to attend Board meetings by teleconference or videoconference to be disruptive to the effective and orderly carrying out of District business; and

WHEREAS, the Board accordingly finds that it is in the District’s best interests to waive the portion of Rule 1.3(10) that provides that Board members may attend Board meetings by teleconference or videoconference.

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

SECTION 1. RECITALS. The above stated recitals are true and correct and are hereby incorporated herein by reference.

SECTION 2. FINDINGS. The Board hereby finds that it is necessary to the effective carrying out of District business to modify and establish clear standards for remote participation through waiver and amendment of Rule 1.3(10) of the District’s Rules of Procedure permitting Board members to attend Board meetings by teleconference or videoconference whereby a Board member must show extraordinary circumstances exist to participate via remote technology.

SECTION 3. WAIVER AND AMENDMENT. The Board hereby waives and amends the provision of Rule 1.3(10) of the District’s Rules of Procedure regarding participation in Board

meetings by teleconference or videoconference. Board member participation shall be governed by the Remote Participation Policy set forth in Exhibit A, which is hereby adopted and incorporated herein by reference. and Rule 1.3(10) is otherwise hereby waived until the District can conduct rule development and rulemaking procedures under Chapter 120, *Florida Statutes*.

SECTION 4. SEVERABILITY. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 8th day of September 2025.

ATTEST:

**VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT**

Signed by:


9A989FE97A6A46D...
Secretary/Assistant Secretary

Signed by:


240894AB1C054EA...
Chairperson, Board of Supervisors

Exhibit A: Remote Participation Policy

Exhibit A – Remote Participation Policy

Current Florida Law on Remote Technology for Local Government Meetings

Under Florida's Sunshine Law (Section 286.011, Florida Statutes), the rules governing remote participation are strict: The use of electronic media technology does not satisfy quorum requirements necessary for official action to be taken, and local governments cannot adopt rules allowing members to appear via electronic means to constitute a quorum.

However, if a quorum of a local board is physically present at the public meeting site, a board may allow a member with extraordinary circumstances, as defined in this policy, to participate and vote in board meetings using remote technology that allows the absent member to participate in discussions, subject to the requirements and limitations set forth herein. The participation of an absent member by telephone conference or other interactive electronic technology is permissible only when such absence is due to extraordinary circumstances as set forth in this policy. Convenience factors like scheduling conflicts do not constitute extraordinary circumstances under this policy.

POLICY: REMOTE TECHNOLOGY FOR CDD MEETINGS

1. General Requirements

- All meetings must comply with section 286.011, Florida Statutes, and other applicable law.
- A physical quorum must be present at the designated meeting location for any official action.

2. Technology Failure Protocol: Unless otherwise explicitly set forth in a Resolution adopted by the District's Board at a publicly noticed meeting and included in the published notice of the District's Board meeting, all technology afforded for remote participation **is only provided for convenience and the District makes no guarantees whatsoever as to reliability or access, and all participants acknowledge and accept this limitation by choosing to participate remotely.** If public access technology fails and such technology was provided merely for convenience, meetings may continue if alternative public access is available (i.e. in person public participation). Any person requiring or desiring real time public comment should attend such meeting(s) in person. The District provides several avenues for comments, questions and feedback, including through electronic mail, phone calls, letters and related venues.

3. Remote Participation Standards

Remote participation by board members for a meeting of the District is permitted only when:

- A physical quorum consisting of at least three (3) Board members is present at the meeting location as required by Section 286.011, Florida Statutes; and
- The absent member has extraordinary circumstances (such as illness, health issues, or absence from jurisdiction due to unavoidable business) that prevent physical attendance, as documented and approved in accordance with Section 1 of this policy; and
- Technology allows full audio participation, including the public can hear/understand the remote participant's contributions.

4. Technology Requirements when Remote Participation is Authorized other than for Convenience:

- Technology (on both ends of the remote technology set up) should allow remote participants to hear all discussions.
- Remote participants should be audible to all physically present members and the public.
- Technology should provide reliable two-way communication.

BOARD POLICY: REMOTE MEMBER AND STAFF PARTICIPATION

Section 1: Eligibility for Remote Participation

Board Member Remote participation is authorized only for the following extraordinary circumstances, which must be documented and approved in accordance with Section 2 of this policy:

- Medical reasons with documentation (not confidential documentation but a general note from a physician that in person participation is not feasible) if frequent use is anticipated;
- Extraordinary circumstances beyond the board member's control, which must be documented with specific facts and evidence demonstrating why physical attendance is not possible; or
- Absence from the jurisdiction that was unavoidable with documentation.

Staff Remote Participation - Staff members may participate remotely when:

- Approved by the Board for cost-saving or other purposes.
- Remote participation does not impede their ability to perform required duties.
- Technical requirements for effective participation are met.

Section 2: Request Process

- Board members must submit requests for remote participation at least 72 hours prior to the meeting, unless emergency circumstances prevent such advance notice. Requests should ideally be made at the preceding Board meeting for consideration by the full Board. No standing or blanket remote participation requests shall be permitted.
- Requests should include the reason/documentation for remote attendance.
- In extenuating circumstances, the District Manager will consider all requests for remote participation and shall make a determination to approve or deny such request within a reasonable time before the next Board meeting, based on the criteria set forth in this policy. The outcome of such decisions, including the specific extraordinary circumstances justifying remote participation, must be documented in the meeting minutes and made part of the public record.

Section 3: Participation Limits

- A written opinion from a health care professional is required for a Board member to participate by teleconference more than twice in one calendar year (for health reasons). Such opinion should not include any HIPPA or other confidential medical information but rather provide a statement supporting the necessity of remote participation.
- Convenience or scheduling conflicts do not automatically qualify for remote participation.

Section 4: Meeting Conduct

- Remote participants must identify themselves when speaking.

- Remote participating Board members may vote on all matters only when: (1) participating due to approved extraordinary circumstances as defined in Section 1 of this policy; (2) a physical quorum is present at the meeting location; (3) their participation is conducted through interactive technology that allows real-time interaction with all meeting participants; and (4) they have been present for the entirety of any discussion regarding the matter being voted upon.
- If a Board member's remote connection is lost for any reason, the Board member is considered absent for that portion of the meeting. The minutes shall reflect the times of disconnection and reconnection, if applicable and practical. Any votes taken during a period of disconnection shall be valid without the participation of the disconnected member.

Section 5: Public Access

- Public comment periods must accommodate both in-person and remote public participation when remote participation technology is specified in the meeting notice as an official method of public participation. Remote participation options provided solely for convenience do not create an obligation to accommodate remote public comments. If members of the public believe it is important to speak during a Board meeting, in-person participation is suggested as technology cannot be readily guaranteed.

These policies ensure compliance with Florida law while providing reasonable accommodation for extraordinary circumstances and distinguish between convenience and essential use. For staff members, remote participation may be permitted at the Board's discretion to achieve cost savings, provided that such participation does not interfere with the effective conduct of the meeting.



Villages at Westport CDD March Inspection

Monday, March 2, 2026

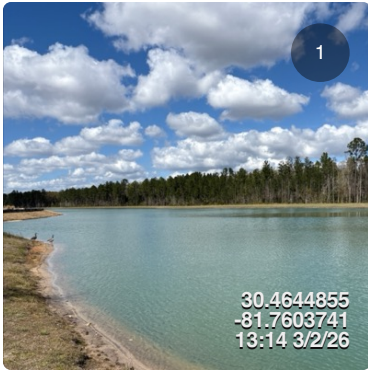
Prepared For Board of Supervisors

23 Items Identified

23 Items Incomplete

Justin Fisher

Inframark



Item 1 - Pond 11 - No issues

Assigned To: Solitude

Pond banks looked well maintained. No submerged weeds.

Item 2 - Pond 12 - Weeds Along Banks

Assigned To: Solitude

No submerged weeds or algae. Cat tails to be cleared. Primrose present.



Item 3 - Pond 10 - Aquatic Weeds

Assigned To: Solitude

Some submerged Slender spikerush and algae on top. To be sprayed during upcoming maintenance.

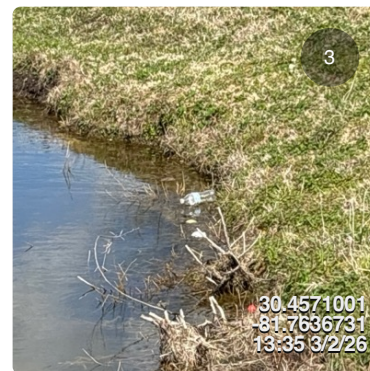
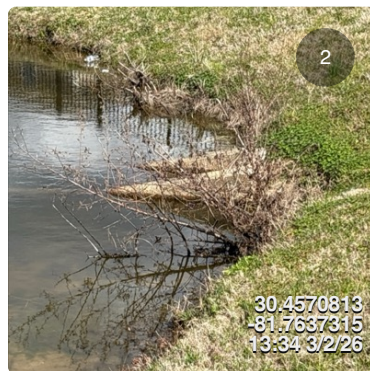
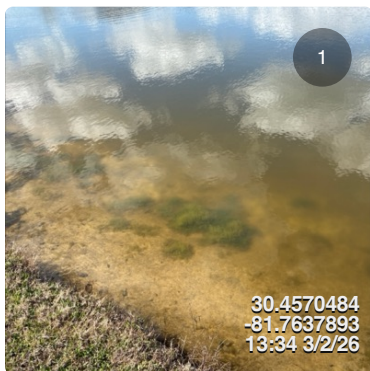
12331 Trice Ct



Item 4 - Pond 8 - Aquatic Weeds/Trash

Assigned To: Solitude

Some algae, Slender spikerush present and Primrose to be treated during routine maintenance. Trash to be collected during routine maintenance. Clear all structures of vegetation.



Item 5 - Pond 9 - Trash/Erosion

Assigned To: Solitude

Trash and algae present. Clear out all inflows. Minimal erosion on N and E side of pond. This is something to keep an eye on.

Location: 7057 Sandle Dr



Item 6 - Pond 7 - Signage/Outflow

Assigned To: Inframark

Fix CDD signage. Washout behind inflow. Cracking in the middle.

Location:

6829 Hanford St





Item 7 - Pond 4 - Aquatic Weeds

Assigned To: Solitude

Notorious for Slender Spikerush. Vendor suggested discussion of introducing grass carp to control the vegetation.

Location:

12271 Dewhurst Cir

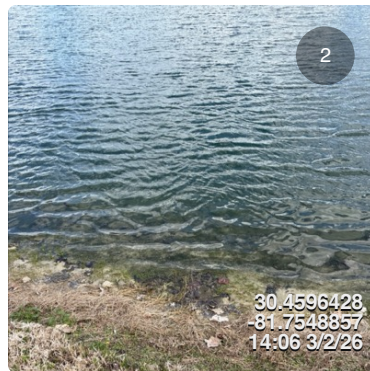
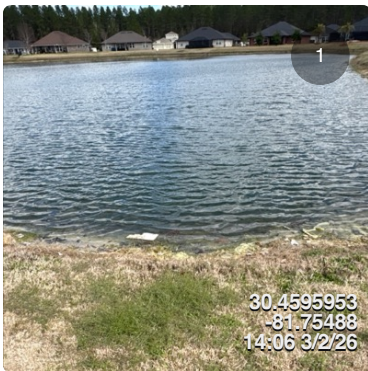
Item 8 - Pond 6 - Aquatic Weeds/Trash

Assigned To: Solitude

Trash and Slender spikerush to be addressed during routine maintenance. Water level low no erosion concerns.

Location:

12469 Weeping Branch Cir



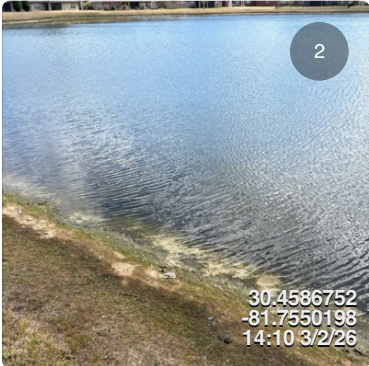
Item 9 - Pond 5 - Aquatic Weeds/Trash

Assigned To: Solitude

Slender spikerush and trash to be addressed during routine maintenance.

Location:

6634 Fen Rd



Item 10 - Pond 3 - Aquatic Weeds

Assigned To: Solitude

Slender spikerush to be treated during routine maintenance. Brightview maintains the backside of wall pictured.

Location:

6700 Rasper Ct





Item 11 - Pond 2 Aquatic Weeds

Assigned To: Solitude

Minimal Slender spikerush. Native penny wart present. Only pond with a fountain.

Location:

12404 Cadley Cir



Item 12 - Pond 1 - Aquatic Weeds

Assigned To: Solitude

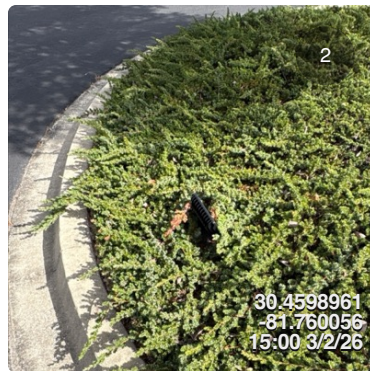
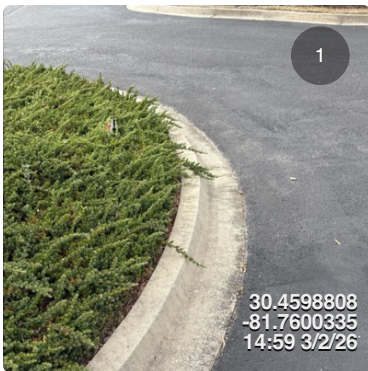
Minimal Slender spikerush and algae. Vendor indicated this pond is considerably improved from the last site inspection. Brightview does maintain around this pond at no charge.

Item 13 - Juniper

Assigned To: Brightview

Trim back juniper from curbs edge. Eliminate any dead vegetation.

Location: Amenity Center Roundabout



Item 14 - Missing Fakahatchee

Assigned To: Brightview

Location:

Amenity Center



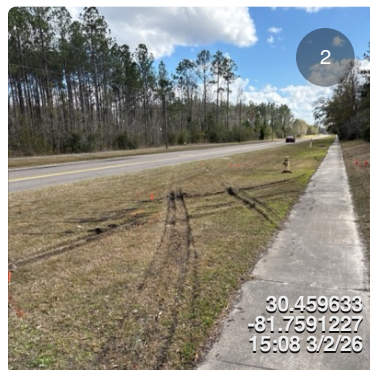
Item 15 - Turf Damage

Assigned To: Brightview

Fill in ruts caused by unknown vehicles.

Location:

West ROW at Braddock and Sandle





Item 16 - Missing Units

Assigned To: Brightview

Vendor to draw up proposal to replace missing Dwarf Buford Holly units.

*there are missing units throughout the property. Vendor will draw up proposal to fill in the gaps along CDD property.

Location:

Devinston entrance

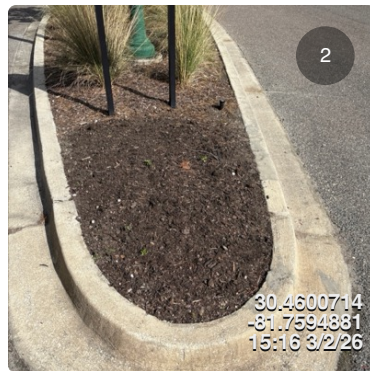
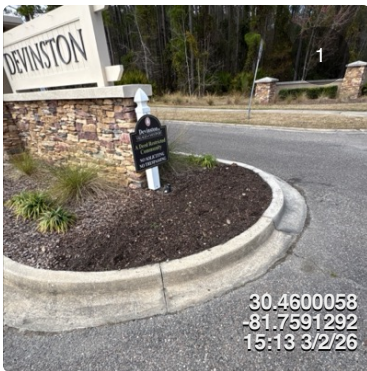
Item 17 - Annuals/Perennials

Assigned To: Brightview

Vendor is working on proposal for flowers throughout the development.

Location:

Devinston entrance



Item 18 - Ant Mounds

Assigned To: Brightview

Continue to treat active ant mounds and rake out dormant ones.

Location:

Devinston Entrance



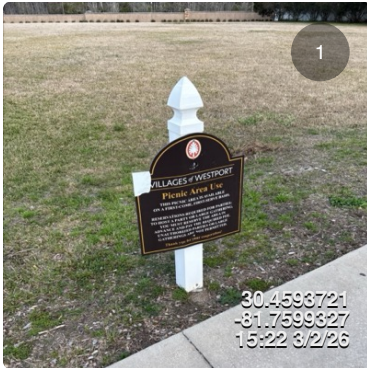
Item 19 - Chlorotic Vegetation

Assigned To: Brightview

Chlorotic vegetation. Vendor will address this in the coming months with fertilization schedule.

Location:

Amenity Center



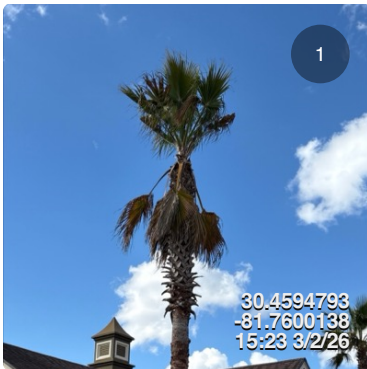
Item 20 - Signage

Assigned To: Inframark

Signage is in disrepair.

Location:

Amenity Center



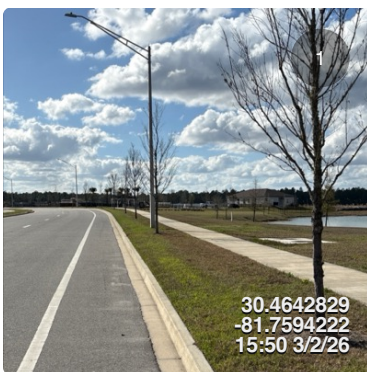
Item 21 - Downed Fronds

Assigned To: Brightview

Vendor to trim downed fronds according to scope.

Location:

Amenity Center



Item 22 - Street Trees Underperforming

Assigned To: Brightview

Vendor indicated the trees along this entrance had been underperforming. They will address with heavy fertilizer and see what flourishes.

Location:

Westport Landing

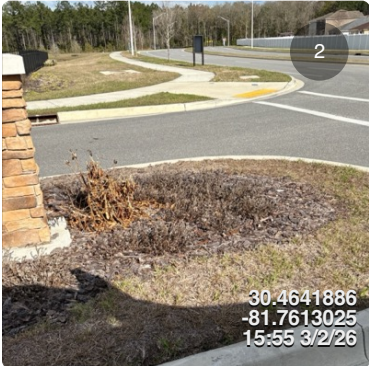
Item 23 - Freeze Damage

Assigned To: Brightview

Proposal to replace with hardier plants that will survive a harsh winter.

Location:

Westport Landing





Villages of Westport CDD April 2026 Field Inspection

Friday, April 3, 2026

Prepared For Board of Supervisors

20 Items Identified

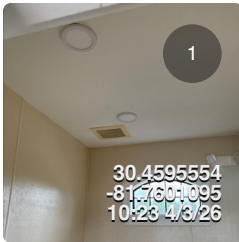
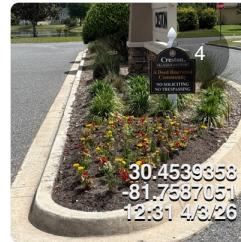
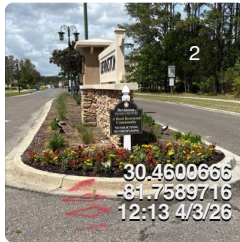
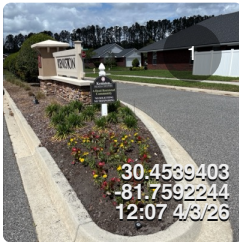
Justin Fisher

Inframark

Item 1 - Annuals

Assigned To: Brightview

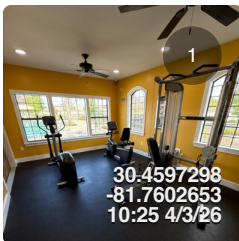
Annuals were professionally installed at the bullnoses of every entrance. They will flush out and fill in. Brightview will continue to monitor.



Item 2 - Bathrooms

Assigned To: Harold Burns

Bathrooms were clean and presentable. However, the lights in the women's bathroom did not turn on.



Item 3 - Gym

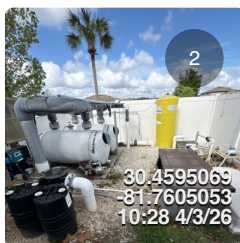
Assigned To: Harold Burns

Gym was clean and ready for use. Looks great!

Item 4 - Pool Equipment

Assigned To: Harold Burns

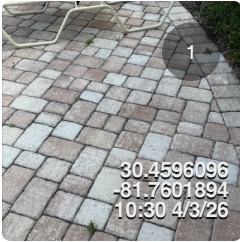
Harold to get new lock for the pool equipment/chemical storage area. Looks like the pool skimmer needs to be replaced.



Item 5 - Joint Crack Weeds

Assigned To: Brightview

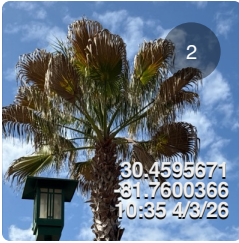
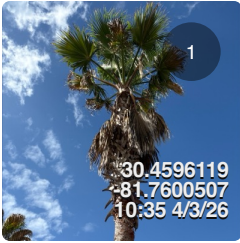
Treat/remove joint crack weeds present in the pavers around the pool deck.



Item 6 - Downed Palm Fronds

Assigned To: Brightview

At the amenity center there are some downed fronds to the L of the pool entrance.



Item 7 - Ant Mounds

Assigned To: Brightview

Property-wide, continue to bait/treat active ant mounds while raking out dormant ones.

Item 8 - Trimming

Assigned To: Brightview

Trim around this drain to open it up. Picture taken from under the gazebo with picnic tables near the amenity center.



Item 9 - Ornaments

Assigned To: Brightview

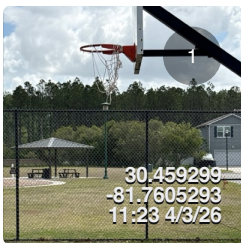
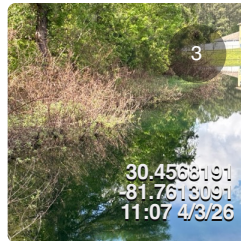
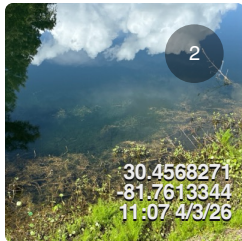
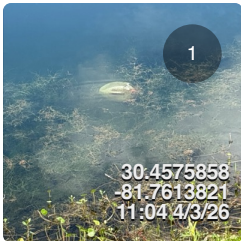
Provide proposal to install 4-5 ornaments in the areas pictured.



Item 10 - Pond 10

Assigned To: Solitude

We've had a resident complaint in this area. There is debris in this pond and there is overgrowth from the natural area of the pond encroaching into the water. There area also aquatic weeds that area that should be addressed during routine maintenance.



Item 11 - Basketball Nets

Assigned To: Harold Burns

Replace both basketball nets at the amenity center.

Item 12 - Replace Fencing

Assigned To: Inframark

Inframark to draw up proposal to replace missing sections of fence.

Location:

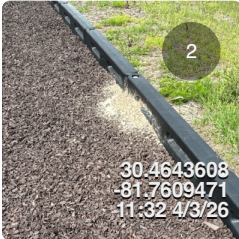
Westport Landing



Item 13 - Playground Mowing/Ant Mounds

Assigned To: Brightview

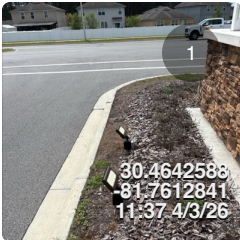
Weekly mowing will commence this month and this issue should be addressed during routine maintenance.



Item 14 - Lights

Assigned To: Harold Burns

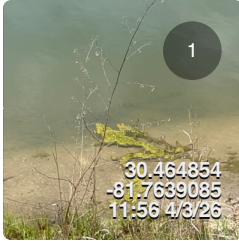
Lights at Westport Landing are on during the day. Check timer or photocell.





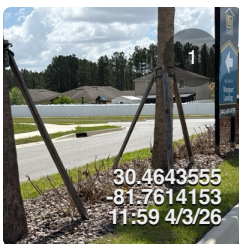
Item 15 - Pond 12
Assigned To: Solitude

No issues



Item 16 - Pond 11
Assigned To: Solitude

Algae present. To be addressed during routine maintenance.

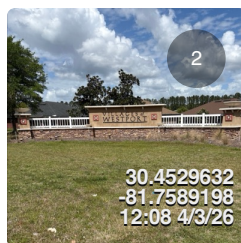
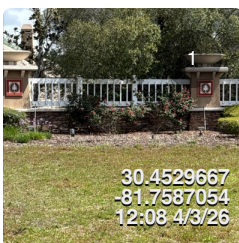


Item 17 - Freeze Damage
Assigned To: Brightview

Aboricola at Westport Landing were “rejuve” cut and show signs of life. Brightview to provide proposal for freeze damage replacements in other areas.

Item 18 - Annuals At Main Monuments
Assigned To: Brightview

After speaking with Brightview the Lantana that were delivered at the “Main Monuments” were not what was promised. Brightview expects those to be installed by the end of the month.

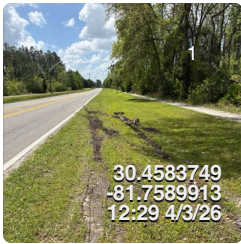


Item 19 - Pond 7
Assigned To: Inframak/ District Engineer

Damage to this infrastructure was previously reported. Attempts to find a vendor to repair this were unsuccessful. We will continue with attempts to rectify this situation.

Item 20 - Turf Damage

Assigned To: Brightview



There is significant turf damage in the ROW near the Devinston entrance.

This was caused by an unknown vehicle. Brightview to monitor or provide proposal to repair.



Work Order	00933908	Account	Villages of Westport CDD
Work Order	00933908	Contact	Samantha Harvey
Number		Address	6702 Sandle Drive Jacksonville, FL 32219 United States
Created Date	3/3/2026		

Work Details

Specialist	Trash has been cleaned from all ponds. Algae	Prepared By	Zachary Jones
Comments to	has been treated for ponds 1, 7, 8, and 4.		
Customer	Submerged grasses have been treated from ponds 4 and 6. Water levels in all the ponds are lower then normal. Thank you for your business have a great day.		

Work Order Assets

Asset	Status	Product Work Type
Villages of Westport Pond 9	Inspected	
Villages of Westport Pond 8	Inspected	
Villages of Westport Pond 11	Inspected	
Villages of Westport Pond 7	Inspected	
Villages of Westport Pond 2	Inspected	
Villages of Westport Pond 3	Inspected	
Villages of Westport Pond 10	Inspected	
Villages of Westport Pond 1	Inspected	
Villages of Westport Pond 6	Inspected	
Villages of Westport Pond 4	Inspected	
Villages of Westport Pond 5	Inspected	
Villages of Westport Pond 12	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Villages of Westport Pond 12	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 11	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 7	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 9	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 8	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 10	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 3	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 4	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order	00933908	Account	Villages of Westport CDD
Work Order	00933908	Contact	Samantha Harvey
Number		Address	6702 Sandle Drive Jacksonville, FL 32219 United States

Created Date 3/3/2026

Villages of Westport Pond 5	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 6	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 12	SHORELINE WEED CONTROL	
Villages of Westport Pond 12	MONITORING	
Villages of Westport Pond 12	LAKE WEED CONTROL	
Villages of Westport Pond 12	ALGAE CONTROL	
Villages of Westport Pond 11	SHORELINE WEED CONTROL	
Villages of Westport Pond 11	MONITORING	
Villages of Westport Pond 11	LAKE WEED CONTROL	
Villages of Westport Pond 11	ALGAE CONTROL	
Villages of Westport Pond 7	SHORELINE WEED CONTROL	
Villages of Westport Pond 7	MONITORING	
Villages of Westport Pond 7	LAKE WEED CONTROL	
Villages of Westport Pond 7	ALGAE CONTROL	
Villages of Westport Pond 9	SHORELINE WEED CONTROL	
Villages of Westport Pond 9	MONITORING	
Villages of Westport Pond 9	LAKE WEED CONTROL	
Villages of Westport Pond 9	ALGAE CONTROL	
Villages of Westport Pond 8	SHORELINE WEED CONTROL	
Villages of Westport Pond 8	MONITORING	
Villages of Westport Pond 8	LAKE WEED CONTROL	
Villages of Westport Pond 8	ALGAE CONTROL	
Villages of Westport Pond 10	SHORELINE WEED CONTROL	
Villages of Westport Pond 10	MONITORING	
Villages of Westport Pond 10	LAKE WEED CONTROL	
Villages of Westport Pond 10	ALGAE CONTROL	
Villages of Westport Pond 1	SHORELINE WEED CONTROL	
Villages of Westport Pond 1	MONITORING	
Villages of Westport Pond 1	LAKE WEED CONTROL	
Villages of Westport Pond 1	ALGAE CONTROL	
Villages of Westport Pond 2	SHORELINE WEED CONTROL	
Villages of Westport Pond 2	MONITORING	
Villages of Westport Pond 2	LAKE WEED CONTROL	
Villages of Westport Pond 2	ALGAE CONTROL	



Work Order 00933908
 Work Order 00933908
 Number

Account Villages of Westport CDD
 Contact Samantha Harvey
 Address 6702 Sandle Drive
 Jacksonville, FL 32219
 United States

Created Date 3/3/2026

Villages of Westport Pond 3	SHORELINE WEED CONTROL	
Villages of Westport Pond 3	MONITORING	
Villages of Westport Pond 3	LAKE WEED CONTROL	
Villages of Westport Pond 3	ALGAE CONTROL	
Villages of Westport Pond 4	SHORELINE WEED CONTROL	
Villages of Westport Pond 4	MONITORING	
Villages of Westport Pond 4	LAKE WEED CONTROL	
Villages of Westport Pond 4	ALGAE CONTROL	
Villages of Westport Pond 5	SHORELINE WEED CONTROL	
Villages of Westport Pond 5	MONITORING	
Villages of Westport Pond 5	LAKE WEED CONTROL	
Villages of Westport Pond 5	ALGAE CONTROL	
Villages of Westport Pond 6	SHORELINE WEED CONTROL	
Villages of Westport Pond 6	MONITORING	
Villages of Westport Pond 6	LAKE WEED CONTROL	
Villages of Westport Pond 6	ALGAE CONTROL	
Villages of Westport Pond 12		
Villages of Westport Pond 5		
Villages of Westport Pond 4		
Villages of Westport Pond 6		
Villages of Westport Pond 1		
Villages of Westport Pond 10		
Villages of Westport Pond 3		
Villages of Westport Pond 2		
Villages of Westport Pond 7		
Villages of Westport Pond 11		
Villages of Westport Pond 8		
Villages of Westport Pond 9		



Work Order	00942438	Account	Villages of Westport CDD
Work Order	00942438	Contact	Samantha Harvey
Number		Address	6702 Sandle Drive Jacksonville, FL 32219 United States
Created Date	3/12/2026		

Work Details

Specialist Comments to Customer	Pond 12 has been dyed to help prevent algae from growing on the bottom of the pond. Trash has been cleaned from pond 10. Pond 3 looks good at the time of service. Unable to put boat in pond 3 due to low water levels. Raining at the time of service. Thank you for your business have a great day.	Prepared By	Zachary Jones
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Work Order Assets

Asset	Status	Product Work Type
Villages of Westport Pond 9	Inspected	
Villages of Westport Pond 8	Inspected	
Villages of Westport Pond 11	Inspected	
Villages of Westport Pond 7	Inspected	
Villages of Westport Pond 12	Inspected	
Villages of Westport Pond 6	Inspected	
Villages of Westport Pond 4	Inspected	
Villages of Westport Pond 5	Inspected	
Villages of Westport Pond 2	Inspected	
Villages of Westport Pond 3	Inspected	
Villages of Westport Pond 10	Inspected	
Villages of Westport Pond 1	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Villages of Westport Pond 12	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 11	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 7	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 9	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 8	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 10	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 3	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order	00942438	Account	Villages of Westport CDD
Work Order	00942438	Contact	Samantha Harvey
Number		Address	6702 Sandle Drive Jacksonville, FL 32219 United States

Created Date 3/12/2026

Villages of Westport Pond 4	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 5	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 6	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Villages of Westport Pond 12	SHORELINE WEED CONTROL	
Villages of Westport Pond 12	MONITORING	
Villages of Westport Pond 12	LAKE WEED CONTROL	
Villages of Westport Pond 12	ALGAE CONTROL	
Villages of Westport Pond 11	SHORELINE WEED CONTROL	
Villages of Westport Pond 11	MONITORING	
Villages of Westport Pond 11	LAKE WEED CONTROL	
Villages of Westport Pond 11	ALGAE CONTROL	
Villages of Westport Pond 7	SHORELINE WEED CONTROL	
Villages of Westport Pond 7	MONITORING	
Villages of Westport Pond 7	LAKE WEED CONTROL	
Villages of Westport Pond 7	ALGAE CONTROL	
Villages of Westport Pond 9	SHORELINE WEED CONTROL	
Villages of Westport Pond 9	MONITORING	
Villages of Westport Pond 9	LAKE WEED CONTROL	
Villages of Westport Pond 9	ALGAE CONTROL	
Villages of Westport Pond 8	SHORELINE WEED CONTROL	
Villages of Westport Pond 8	MONITORING	
Villages of Westport Pond 8	LAKE WEED CONTROL	
Villages of Westport Pond 8	ALGAE CONTROL	
Villages of Westport Pond 10	SHORELINE WEED CONTROL	
Villages of Westport Pond 10	MONITORING	
Villages of Westport Pond 10	LAKE WEED CONTROL	
Villages of Westport Pond 10	ALGAE CONTROL	
Villages of Westport Pond 1	SHORELINE WEED CONTROL	
Villages of Westport Pond 1	MONITORING	
Villages of Westport Pond 1	LAKE WEED CONTROL	
Villages of Westport Pond 1	ALGAE CONTROL	
Villages of Westport Pond 2	SHORELINE WEED CONTROL	
Villages of Westport Pond 2	MONITORING	
Villages of Westport Pond 2	LAKE WEED CONTROL	



Work Order 00942438
 Work Order 00942438
 Number

Account Villages of Westport CDD
 Contact Samantha Harvey
 Address 6702 Sandle Drive
 Jacksonville, FL 32219
 United States

Created Date 3/12/2026

Villages of Westport Pond 2	ALGAE CONTROL	
Villages of Westport Pond 3	SHORELINE WEED CONTROL	
Villages of Westport Pond 3	MONITORING	
Villages of Westport Pond 3	LAKE WEED CONTROL	
Villages of Westport Pond 3	ALGAE CONTROL	
Villages of Westport Pond 4	SHORELINE WEED CONTROL	
Villages of Westport Pond 4	MONITORING	
Villages of Westport Pond 4	LAKE WEED CONTROL	
Villages of Westport Pond 4	ALGAE CONTROL	
Villages of Westport Pond 5	SHORELINE WEED CONTROL	
Villages of Westport Pond 5	MONITORING	
Villages of Westport Pond 5	LAKE WEED CONTROL	
Villages of Westport Pond 5	ALGAE CONTROL	
Villages of Westport Pond 6	SHORELINE WEED CONTROL	
Villages of Westport Pond 6	MONITORING	
Villages of Westport Pond 6	LAKE WEED CONTROL	
Villages of Westport Pond 6	ALGAE CONTROL	
Villages of Westport Pond 1		
Villages of Westport Pond 10		
Villages of Westport Pond 3		
Villages of Westport Pond 2		
Villages of Westport Pond 5		
Villages of Westport Pond 4		
Villages of Westport Pond 6		
Villages of Westport Pond 12		
Villages of Westport Pond 7		
Villages of Westport Pond 11		
Villages of Westport Pond 8		
Villages of Westport Pond 9		

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, February 9, 2026 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
Carl Hawkins	Supervisor
Alice Sanford	Supervisor

Also present:

Daniel Laughlin	District Manager
Lindsay Moczynski	District Counsel
Jennifer Kilinski <i>by Zoom</i>	Kilinski Van Wyk
Sarah Sweeting <i>by Zoom</i>	GMS
Billy Buerki	Brightview
Samantha Harvey	Inframark
Howard Neil	Inframark

The following is a summary of the actions taken at the February 9, 2026 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 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.

February 9, 2026

Villages of Westport CDD

THIRD ORDER OF BUSINESS**Presentation by Florida Insurance Alliance on
Insurance Considerations / Analysis**

Mr. Laughlin introduced Andre Jimenez, representing Florida Insurance Alliance (FIA). Mr. Jimenez provided an overview of the District's insurance coverage. He stated that FIA has insured the District since 2012 and reviewed the three policy components: general liability, public officials and employment practices liability, and property coverage. Mr. Jimenez reported that the District carries \$1 million in general liability coverage. Covered parties include the District, Board members, employees, and the District Manager when acting within the scope of their official duties.

Mr. Jimenez reviewed the property policy, noting a total insured value of approximately \$910,000, consisting of \$850,000 for buildings and structures and \$60,000 for contents. The non-hurricane deductible is \$2,500. The hurricane deductible is 5% of the total insured value per structure, subject to a \$10,000 minimum.

Mr. Jimenez discussed recent claims activity, including multiple ethics complaints filed within the past 12 months. He advised that increased claim frequency may impact future premiums or insurability. He noted that underwriting decisions are based on claims history and risk profile. Board members asked questions regarding prior incidents at the amenity center and the potential impact on insurance premiums. Mr. Jimenez clarified that premium impacts result from filed claims against insured parties rather than from incidents where no claim was made. He confirmed that Phase 4 improvements, including the playground and dog park, are included on the property schedule.

FOURTH ORDER OF BUSINESS**Consideration of Proposals for District
Management Services**

Mr. Laughlin asked for a motion to amend the agenda to add Resolution 2026-04 to appoint officers.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, Amending the Agenda to Add Resolution 2026-04, was approved 3-0.

February 9, 2026

Villages of Westport CDD

The Board considered the proposal for District management services submitted by Inframark. Representatives Howard Neal and Samantha Harvey were present to provide an overview of the company's qualifications, service approach, and proposed scope of services.

Mr. Neal discussed Inframark's management philosophy, emphasizing vendor oversight, financial reporting, communication standards, and consistency in service delivery. He outlined the company's internal resources, inspection procedures, and transition process, including a proposed transition workshop to introduce District staff and accounting personnel.

Ms. Harvey addressed Board support, communication protocols, invoice review procedures, budget preparation timelines, and amenity operations oversight. She also discussed staffing options, including part-time and full-time on-site personnel, and flexibility for seasonal adjustments.

Board members asked questions regarding vendor performance management and timelines for corrective action, communication structure and reporting hierarchy, staffing levels and seasonal flexibility, community event coordination, online reviews and service quality, and future amenity expansion and reserve planning.

Discussion also included considerations related to claims frequency, reserve building efforts, and long-term capital planning. Following discussion, the Board determined that they were prepared to move forward with a motion.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, the Proposal from Inframark for District Management Services, was approved 3-0.
--

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Operations and Amenity Management

The Board considered Inframark's proposal for operations and amenity management services, including part-time on-site staffing, vendor oversight, and amenity operations. Discussion included seasonal staffing adjustments, pool attendant services (to be addressed during budget preparation), coordination of amenity programming, and authorization for flexibility in finalizing operational details.

February 9, 2026

Villages of Westport CDD

Mr. Hawkins motioned to approve Inframark's operations and amenity management proposal including part-time on-site staffing and authorization for the Chair to work with staff between meetings to finalize any necessary details.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the Proposal from Inframark for Operations and Amenity Management and Authorizing the Chair to work with staff between meetings to finalize, was approved 3-0.

February 9, 2026

Villages of Westport CDD

SIXTH ORDER OF BUSINESS**Ratification of Requisition No. 243**

Mr. Laughlin presented Requisition No. 243. He explained that, pursuant to the Supplemental Indenture, the remaining balance in the 2005A Revenue Account would be transferred to the Deferred Cost Subaccount to reimburse previously incurred deferred costs. The requisition reimburses the District in the amount of \$87,567.43 for pool resurfacing expenses.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Requisition No. 243, was ratified 3-0.

SEVENTH ORDER OF BUSINESS**Consideration of Brightview Proposal for Spring Annual Installation**

The Board considered Brightview's proposal for installation of spring annuals in the amount of \$1,273 which includes five identified planting locations as shown on the provided map.

Board discussion focused on the absence of flowers at the main entrance walls, the overall appearance and beautification of the community, particularly at the two primary entrance features, concerns regarding existing landscaping conditions, including aging plant material and prior irrigation issues, the cost difference between annual (seasonal rotation) plantings versus perennial installations, long-term planning for removal of aging or overgrown plant material and potential phased improvements, and warranty considerations if using a vendor other than the contracted landscape provider.

Brightview advised that 4-inch annual planting are standard; larger plantings are available at an increased cost, seasonal annual rotations at the main walls could cost approximately \$3,000 per change-out, perennial plantings may offer a more cost-effective long-term solution, and removal of aging plant material would require enhancement funding outside of the standard maintenance contract.

The Board expressed interest in receiving additional proposals for enhancement work at the main entrance walls, exploring removal of older plant material to create a cleaner landscape foundation, and addressing improvements prior to peak spring season.

The Board tabled the Brightview spring annuals proposal pending receipt of additional enhancement proposals and cost options for the main entrance areas.

**Ms. Guyton joined the meeting by Zoom at 6:34 p.m.*

February 9, 2026

Villages of Westport CDD

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2026-04 for Setting Officers

Mr. Laughlin discussed Resolution 2026-04 appointing officers to facilitate the transition to Inframark as District Manager.

Mr. Laughlin stated that the Board will remain unchanged. However, for purposes of bank transition and administrative authority, the following Inframark representatives were proposed: Steven Bloom as Treasurer, Angel Montagna as Assistant Treasurer, Jennifer Golden as Secretary, and Samantha Harvey as Assistant Secretary. It was noted these appointments are administrative in nature and may be amended in the future if necessary.

Discussion followed regarding determining the effective date of transition, coordination of bank account transfers and signatory updates, additional resolutions required as part of the management transition, publication requirements for any special or continued meeting, and potential continuation of the current meeting to allow time for transition documentation.

Inframark indicated the anticipated transition date is March 1, 2026 with the current agreement ending February 28; however, final confirmation from accounting is needed to establish the official effective date for inclusion in the resolution. To minimize costs and allow time for coordination, the Board agreed to continue the meeting to March 2, 2026 at 5:30 p.m., rather than adjourn, with the understanding that the continuation may be canceled if all transition items are completed beforehand.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Resolution 2026-04 Appointing Officers as slated above effective February 24, 2026, was approved 4-0.

NINTH ORDER OF BUSINESS

A. Manager

Mr. Laughlin stated he had nothing to report unless there were questions from the Board.

Ms. Sanford raised concerns regarding prior pool maintenance payments during the period when the pool was drained for resurfacing (approximately three weeks in April). Ms. Sanford questioned how full payment was issued when water was not in the pool and certain contractual duties could not be performed.

February 9, 2026

Villages of Westport CDD

Mr. Laughlin responded that he was not present during that time but stated that, to his understanding, the vendor was on site multiple days per week and performed additional oversight and support related to the resurfacing project. It was noted that the vendor may have gone above and beyond standard contractual duties during that period.

Ms. Sanford reiterated concerns regarding contract compliance and verification of services prior to payment.

B. Attorney

Ms. Moczynski introduced herself and advised that she will be serving as counsel moving forward following Mr. Loy's departure. She noted that she will assist with the management transition and confirmed that Jennifer will remain involved to provide continuity. Attendance at future meetings (in-person or virtual) will be coordinated as needed.

Ms. Moczynski reported that her firm is actively monitoring the current legislative session for bills that could impact Community Development Districts. Items being tracked include potential changes to Supervisor compensation, removal of officer's provision, proposed increases to sovereign immunity caps, and public procurement and construction funding changes that may affect future capital projects.

Ms. Moczynski advised that it is early in the legislative session and the updates will be provided as bills gain traction. The firm has designated team members regularly reviewing legislative activity.

Ms. Moczynski also reminded Board members that this is a new calendar year and encourage completion of required annual ethics training. She offered to circulate links for the free training options.

C. Operation Report

Mr. Laughlin stated the Operations Manager had nothing to report unless there were questions to take back to him.

NINTH ORDER OF BUSINESS**Supervisor's Request**

Mr. Hawkins expressed appreciation to the outgoing management team, noting that when the Board began working together the District was operating at a deficit and relying on short-term fixes. He acknowledged the progress made over the past few years in stabilizing finances, returning

February 9, 2026

Villages of Westport CDD

the District to operating “in the black,” and establishing a stronger financial foundation. While recognizing the transition comes with mixed feelings, he stated he was grateful for the guidance and work performed and looks forward to continued success for the District.

Ms. Scarlett echoed their appreciation for GMS, thanking the team for their service and wishing them well in their future endeavors.

Ms. Sanford stated, for the record, disagreement with the prior management’s performance, alleging certain actions as mismanagement and expressing concern regarding the possibility of overpayments.

TENTH ORDER OF BUSINESS

Public Comments

There were no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the January 12, 2026 Meeting**
- B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2025**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

Mr. Laughlin presented the consent agenda. There were no comments, questions, or requested revisions to the minutes or financial reports.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with Ms. Scarlett, Mr. Hawkins, and Ms. Guyton in favor and Ms. Sanford opposed, the Consent Agenda, was approved 3-1.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – April 20, 2026 at 5:30 p.m. @ Highlands Regional Library

Mr. Laughlin noted the next meeting is scheduled for April 20, 2026.

THIRTEENTH ORDER OF BUSINESS

Continuation of Meeting to March 2, 2026 at 5:30 p.m. at the Highland Regional Library

Mr. Laughlin asked for a motion continue the meeting to March 2, 2026 at 5:30 p.m.

February 9, 2026

Villages of Westport CDD

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Continuing the Meeting to March 2, 2026 at 5:30 p.m., was approved.

Signed by:

Samantha Harvey

100009DA0DEB494...

Secretary/Assistant Secretary

Signed by:

Yashkia Scarlett

210094AD1C054EA...

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 held Monday, February 9, 2026 at 5:30 p.m. was recessed and reconvened on Monday, March 2, 2026 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	Vice Chairperson (via Teams)
Carl Hawkins	Assistant Secretary
Alice Sanford	Assistant Secretary

Also present were:

Samantha Harvey	District Manager, Inframark
Howard Neil	Field Services Director, Inframark
Natasha Sowani	District Accountant, Inframark (via Teams)
Jennifer Kilinski	District Counsel (via Teams)
Lindsay Moczynski	District Counsel (via Teams)
Justin Fisher	Field Service Coordinator
Helena Texeira	Amenity Manager
Billy Buerki	BrightView Account Manager

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Harvey called the meeting to order at 5:30 p.m. and called the roll; a quorum was established.

SECOND ORDER OF BUSINESS

Approval of Agenda

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, the agenda was approved as presented. 3-0

THIRD ORDER OF BUSINESS

Audience Comments

None.

FOURTH ORDER OF BUSINESS Business Items

A. Consideration of BrightView Proposal for Spring Annual Installation (Tabled Item)

Mr. Buerki presented the updated proposal for annuals and explained the increased cost is due to the need to replace the soil during this rotation. This soil replacement is only required annually, and the next rotation of annuals will cost \$1,200.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, BrightView Proposal for the next rotations of Annuals at a cost of \$1,200 was approved. 3-0

Ms. Sanford inquired whether the annuals were under warranty. Mr. Buerki responded yes and noted if they die they are covered under warranty. Mr. Hawkins inquired about the grass and solutions to filling in gaps. Mr. Buerki explained the current grass is Bahia which has single-root growth. He offered an estimate for Bahia seeding and will present it at the April meeting.

B. Consideration of Inframark’s District Management Contract

The Board discussed Inframark’s District Management contract and some of the charges that were not included. Mr. Neil clarified the \$8,000 Janitorial line item was not included and explained that separate agreements would be provided for Janitorial services and the Pool Attendant services. The Board discussed seasonal onsite staffing and agreed to provide 20 hours of onsite coverage for Spring Break and then begin the official seasonal staffing schedule from Memorial Day through Labor Day for pool attendants. Onsite staff will work a staggered schedule up to 20 hours per week from 2:00 p.m. to 8:00 p.m.

The Board addressed the broken door to the basketball court. This has been an ongoing issue, and Inframark was directed to obtain a proposal for the repair.

Ms. Texeira briefed the Board on her upcoming amenity management efforts and noted they will begin the process of hiring an additional personnel as soon as possible. She will be onsite tomorrow to assess the property and provide recommendations for resolving current concerns. Ms. Texeira also shared a brief overview of her background and emphasized the importance of consistent enforcement of amenity rules, especially with children’s activity in the area.

On MOTION by Mr. Hawkins seconded by Ms. Scarlett, with all in favor, Inframark’s District Management contract was approved in substantial form. 3-0

On MOTION by Mr. Hawkins seconded by Ms. Scarlett, with all in favor, Ms. Moczynski and Inframark coordinate and approve the Janitorial contract in substantial form and for Ms. Scarlett to execute the agreement via DocuSign once drafted. 3-0

C. Consideration of Resolution 2026-05, Designating the Authorized Signatories for the District

Ms. Moczynski outlined Resolution 2026-05.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Resolution 2026-05, Designating the Authorized Signatories for the District’s Operating Bank Account(s) and Providing for an Effective Date was adopted. 3-0

D. Consideration of 2026-06, Designating Registered Agent

Ms. Moczynski reviewed Resolution 2026-06, noting that it designates Ms. Jennifer Kilinski of Kilinski Van Wyk, PLLC as the registered agent. Ms. Sanford raised questions regarding the designation, and Ms. Harvey assured her that this is standard practice.

On MOTION by Ms. Scarlett seconded by Mr. Hawkins, with all in favor, Resolution 2026-06, Re-designating a Registered Agent and Registered Office of the District and Providing for an Effective Date was adopted. 3-0

E. Consideration of 2026-07, Designating Principal Headquarters

Ms. Moczynski outlined Resolution 2026-07, noting that it updates the administrative office and principal headquarters address, and explained that this update is required procedural action that this is required.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Resolution 2026-07, Designating the Primary Administrative Office of the District; Designating the Principal Headquarters of the District; Directing the District Manager to Perform Certain Actions; and Providing an Effective Date was adopted. 3-0

F. Consideration of 2026-08, Appointing District Manager

Ms. Mocynski outlined Resolution 2026-08.

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, Resolution 2026-08, Appointing and Fixing Compensation of the District Manager and Providing for an Effective Date was adopted. 3-0

FIFTH ORDER OF BUSINESS

Business Administration

None.

SIXTH ORDER OF BUSINESS

Supervisor Requests

Mr. Neal introduced the Inframark staff to the Board. Mr. Fisher provided an overview of the March Field Inspection report, which will be included in the April agenda package. This inspection was completed with representatives from SOLitude Lake Management and BrightView. Ms. Kilinski will email the engineer’s contact information to Ms. Harvey, who will distribute to staff regarding the issues that were identified.

Ms. Sanford requested proposals to paint the entrance wall. Mr. Fisher will present these proposals at the April meeting.

The Board has requested proposals for the new playground, with funding to come from the Construction account.

Ms. Sanford and Mr. Hawkins discussed the Flock license plate reader system. Mr. Hawkins stated he believes the system would benefit the District, and Ms. Sanford agreed. Ms. Harvey will bring proposals to the April meeting for the Board’s review.

Ms. Guyton inquired whether Inframark could use Zoom instead of Teams. Ms. Harvey will look into this option.

Ms. Sanford inquired about community events and how to offer activities for different age groups. Ms. Texeira shared several cost-effective ideas. Mr. Hawkins requested that Inframark begin planning a 4th of July event. Ms. Texeira mentioned that Constant Contact could be used for email blasts and is an effective communication method for residents. Ms. Harvey will obtain an estimate for this service to present at the April meeting.

The Board inquired if they could begin using the information boards. They mentioned that some boards are broken. Inframark will look at repair needs and the cost of new lettering. The Board would like to use the boards to advertise Board meetings and community events.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the meeting was adjourned at 6:40 p.m. 4-0

Secretary/Assistant Secretary

Chairman/Vice Chairman

RESOLUTION 2026-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3)(A)2.C., FLORIDA STATUTES AND INSTRUCTING THE DUVAL COUNTY SUPERVISOR OF ELECTIONS TO CONDUCT THE DISTRICT’S GENERAL ELECTION; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, the Board of Supervisors of the District (the “**Board**”) seeks to implement Section 190.006(3)(a)2.c., *Florida Statutes*, and to instruct the Supervisor of Elections for Duval County, Florida (“**Supervisor of Elections**”), to conduct the District’s elections by the qualified electors of the District at the 2026 General Election (“**General Election**”).

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

1. CURRENT BOARD MEMBERS. The Board is currently made up of the following individuals, seats and terms:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Yashekia Scarlett	November 2028
2	Godfrey Story	November 2026
3	Anina Guyton	November 2026
4	Carl Hawkins	November 2026
5	Alice Sanford	November 2028

2. GENERAL ELECTION SEATS. Seat 2, Seat 3, and Seat 4 with terms expiring in November 2026 are scheduled for the General Election in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections of the seats subject to General Election for the current election year, and for each subsequent election year.

3. QUALIFICATION PROCESS. For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

4. COMPENSATION. Each member of the Board is entitled to receive \$200 per meeting for their attendance; up to a maximum of \$4,800 per year.

5. TERM OF OFFICE. The term of office for the individuals to be elected to the Board in the General Election is four (4) years. The newly elected Board members shall assume office on the second Tuesday following the election.

6. REQUEST TO SUPERVISOR OF ELECTIONS. The District hereby requests that the Supervisor of Elections conduct the District's General Election in November 2026, and for each subsequent General Election unless otherwise directed by the District Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor of Elections.

7. PUBLICATION. The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

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

9. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 20th day of April 2026.

ATTEST:

**VILLAGES OF WESTPORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson, Board of Supervisors

Exhibit A: Sample Notice of Qualifying Period

**EXHIBIT A
SAMPLE NOTICE OF QUALIFYING PERIOD**

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES
FOR THE BOARD OF SUPERVISORS OF THE
VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Villages of Westport Community Development District will commence at **noon on Monday, June 8, 2026, and close at noon on Friday, June 12, 2026**. Candidates must qualify for the office of Supervisor with the Duval County Supervisor of Elections located at 1 Imeson Park Blvd., Bldg. 100, Jacksonville, Florida 32218. The Supervisor of elections may be contacted by phone at (904) 255-8683. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Villages of Westport Community Development District has three (3) seats up for election, specifically Seats 2, 3, and 4. Each seat carries a four (4)-year term of office. Elections are non-partisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the Duval County Supervisor of Elections.

Publish on or before _____, 2026*

*Deadline is at least 2 weeks before the start of the qualifying period



Villages of Westport
Community Development District

FISCAL YEAR 2027

Proposed Budget

April 20, 2026

CLEAR PARTNERSHIPS



COLLABORATION



LEADERSHIP



EXCELLENCE



ACCOUNTABILITY



RESPECT

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Villages of Westport
Community Development District

Operating Budget
FY 2027

Summary of Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2027 Budget
General Fund

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-) Budget	ANNUAL
	BUDGET FY 2026	THRU 12/31/2025	January- 9/30/2026	PROJECTED FY 2026		BUDGET FY 2027
REVENUES						
Interest - Investments	\$4,000.00	\$254.00	\$3,746.00	\$4,000.00	0%	\$4,000.00
Special Assmnts- Tax Collector	\$490,692.00	\$477,508.00	\$13,184.00	\$490,692.00	0%	\$547,629.17
Special Assmnts- Discounts	\$0.00	\$0.00	\$0.00	\$0.00	0%	-\$21,905.17
Transfer In	\$7,000.00	\$0.00	\$7,000.00	\$7,000.00	0%	\$0.00
TOTAL REVENUES	\$501,692.00	\$477,762.00	\$23,930.00	\$501,692.00	0%	\$529,724.00
EXPENDITURES						
<i>Administrative</i>						
Supervisor Fees	\$4,800.00	\$800.00	\$4,000.00	\$4,800.00	0%	\$5,000.00
Engineering	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	0%	\$6,000.00
Arbitrage	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	0%	\$1,000.00
Assessment Roll	\$5,300.00	\$5,300.00	\$0.00	\$5,300.00	0%	\$0.00
Dissemination	\$3,180.00	\$795.00	\$2,385.00	\$3,180.00	0%	\$1,000.00
Amortization Schedule	\$530.00	\$0.00	\$530.00	\$530.00	0%	\$530.00
Attorney	\$25,000.00	\$6,411.00	\$18,589.00	\$25,000.00	0%	\$25,000.00
Annual Audit	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	0%	\$5,000.00
Trustess Fees	\$3,720.00	\$4,068.00	\$0.00	\$4,068.00	9%	\$4,500.00
Management Fees	\$43,362.00	\$13,841.00	\$29,521.00	\$43,362.00	0%	\$52,500.00
Information Technology	\$1,908.00	\$477.00	\$1,431.00	\$1,908.00	0%	\$2,000.00
Website	\$1,272.00	\$318.00	\$954.00	\$1,272.00	0%	\$1,080.00
Telephone	\$1,250.00	\$264.00	\$986.00	\$1,250.00	0%	\$0.00
Postage	\$650.00	\$82.00	\$568.00	\$650.00	0%	\$650.00
Printing and Binding	\$150.00	\$15.00	\$135.00	\$150.00	0%	\$150.00
Insurance- Liability	\$9,900.00	\$9,005.00	\$895.00	\$9,900.00	0%	\$9,905.00
Legal Advertising	\$1,500.00	\$83.00	\$1,417.00	\$1,500.00	0%	\$1,000.00
Other Current Charges	\$1,000.00	\$30.00	\$970.00	\$1,000.00	0%	\$1,000.00
Office Supplies	\$100.00	\$1.00	\$99.00	\$100.00	0%	\$100.00
Dues, Licenses, and Subscriptions	\$175.00	\$175.00	\$0.00	\$175.00	0%	\$175.00
Total Administrative	\$115,797.00	\$41,665.00	\$74,480.00	\$116,145.00	0%	\$116,590.00
<i>Field Operations- Common Area</i>						
Field Services	\$24,000.00	\$6,000.00	\$18,000.00	\$24,000.00	0%	\$24,000.00
Landscape Maintenance	\$75,000.00	\$18,456.00	\$56,544.00	\$75,000.00	0%	\$75,000.00
Landscape Contingency	\$6,500.00	\$1,315.00	\$5,185.00	\$6,500.00	0%	\$6,500.00
Irrigation Repairs	\$9,000.00	\$4,259.00	\$4,741.00	\$9,000.00	0%	\$9,000.00
Lake Maintenance	\$17,000.00	\$4,579.00	\$12,421.00	\$17,000.00	0%	\$17,510.00
Repairs and Maintenance	\$15,000.00	\$4,089.00	\$10,911.00	\$15,000.00	0%	\$15,000.00
Contingency	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	0%	\$8,000.00
Total Field Operations- Common Area	\$154,500.00	\$38,698.00	\$115,802.00	\$154,500.00	0%	\$155,010.00

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	BUDGET FY 2026	THRU 12/31/2025	January- 9/30/2026	PROJECTED FY 2026		Budget
Amenity Center						
Facility/ Pool Attendants	\$40,000.00	\$5,488.00	\$34,512.00	\$40,000.00	0%	\$40,000.00
Janitorial	\$8,000.00	\$2,000.00	\$6,000.00	\$8,000.00	0%	\$8,000.00
Pool Maintenance	\$9,600.00	\$5,338.00	\$4,262.00	\$9,600.00	0%	\$10,020.00
Pool Chemicals	\$8,400.00	\$0.00	\$8,400.00	\$8,400.00	0%	\$9,000.00
Pool Permits	\$400.00	\$0.00	\$400.00	\$400.00	0%	\$400.00
Utilities - Water/ Electric	\$45,000.00	\$8,835.00	\$36,165.00	\$45,000.00	0%	\$46,350.00
Trash	\$200.00	\$179.00	\$21.00	\$200.00	0%	\$200.00
Pest Control	\$600.00	\$154.00	\$446.00	\$600.00	0%	\$651.00
Irrigation Repair	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	0%	\$3,000.00
Insurance - Property	\$8,674.00	\$8,191.00	\$483.00	\$8,674.00	0%	\$7,781.00
Telephone	\$1,500.00	\$264.00	\$1,236.00	\$1,500.00	0%	\$4,882.00
Access Control	\$1,700.00	\$0.00	\$1,700.00	\$1,700.00	0%	\$1,700.00
Community Events	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,500.00
Security Patrolling	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	0%	\$0.00
Security Camera System/ Monitoring	\$10,000.00	\$2,148.00	\$7,852.00	\$10,000.00	0%	\$10,000.00
Facilities Maintenance - Contracted	\$12,360.00	\$0.00	\$12,360.00	\$12,360.00	0%	\$12,360.00
Holiday Décor	\$2,500.00	\$500.00	\$2,000.00	\$2,500.00	0%	\$2,500.00
Repairs and Maintenance - Amenity	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	0%	\$15,000.00
Amenity Management Services	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$57,780.00
Total Amenity Center	\$191,934.00	\$33,097.00	\$158,837.00	\$191,934.00	0%	\$233,124.00
Other						
Capital Reserve	\$39,461.00	\$0.00	\$39,461.00	\$39,461.00	0%	\$25,000.00
Total Other	\$39,461.00	\$0.00	\$39,461.00	\$39,461.00	0%	\$25,000.00
TOTAL EXPENDITURES	\$501,692.00	\$113,460.00	\$388,580.00	\$502,040.00	0%	\$529,724.00
Excess (deficiency) of revenues						
Over (under) expenditures	\$0.00	\$364,302.00	-\$364,650.00	-\$348.00	0%	\$0.00
Net change in fund balance	\$0.00	\$364,302.00	-\$364,650.00	-\$348.00	0%	\$0.00
FUND BALANCE, BEGINNING	\$83,296.00	\$83,296.00	\$0.00	\$83,296.00	0%	\$82,948.00
FUND BALANCE, ENDING	\$83,296.00	\$447,598.00	-\$364,650.00	\$82,948.00	0%	\$82,948.00

Exhibit "A"
 Allocation of Fund Balances

FISCAL YEAR 2026 RESERVE FUND ANALYSIS	
Beginning Fund Balance - Carry Forward Surplus as of 10/1/2025	\$83,296.00
Less: Forecasted Surplus/(Deficit) as of 9/30/2026	\$83,296.00
Estimated Funds Available - 9/30/2026	\$166,592.00

FISCAL YEAR 2027 RESERVE FUND ANALYSIS	
Beginning Fund Balance - Carry Forward Surplus as of 10/1/2026 (1)	\$166,592.00
Less: First Quarter Operating Reserve	-\$132,431.20
Less: Designated Reserves for Capital Projects	\$25,000.00
Less: Forecasted Surplus/(Deficit) as of 9/30/2027	\$0.00
Estimated Remaining Undesignated Cash as of 9/30/2027	\$59,160.80

Notes

(1) Represents approximately 3 months of operating expenditures

Budget Narrative
Fiscal Year 2027

REVENUES

Interest-Investments

The District earns interest on its operating accounts.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

Other Miscellaneous Revenues

Additional revenue sources not otherwise specified by other categories.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Financial and Administrative

Supervisor Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon four supervisors attending 14 meetings.

District Engineer

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

Arbitrage

The District is required to annually calculate the arbitrage rebate liability on its bond.

Dissemination Agent/Reporting

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Amortization Schedule

Annual report for bond compliance

District Counsel/Attorney

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions, and other research as directed or requested by the BOS District Manager.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is an estimate based on prior year costs.

Budget Narrative
Fiscal Year 2027

Financial and Administrative (continued)

Trustee Fees

The District pays US Bank an annual fee for trustee services on the Bonds. The budgeted amount for the fiscal year is based on previous year plus any out-of-pocket expenses.

District Management

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors and attends all meetings of the Board of Supervisors.

Information Technology/Website Administration Services

The cost of web hosting and regular maintenance of the District's website by Inframark Management Services.

Telephone

District telephone expenses

Postage/Printing & Binding

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Insurance-General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance Advisors, LLC. The budgeted amount allows for a projected increase in the premium.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in the newspaper of general circulation.

Other Current Charges

All other administrative costs not otherwise specified above.

Office Supplies

This represents the cost of supplies used to prepare agenda packages, create required mailings, and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

Dues, Licenses and Fees

This represents the cost of the District's operating license as well as the cost of memberships in necessary organizations.

Field Operations – Common Area

Field Services

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

Landscape Maintenance

Landscaping company to provide maintenance consisting of mowing, edging, trimming, blowing, fertilizing, and applying pest and disease control chemicals to turf throughout the District

Budget Narrative
Fiscal Year 2027

Landscape and Pond Maintenance (Continued)

Landscaping - Contingency

Cost of repairs and regular maintenance to landscaping equipment or other miscellaneous expenses.

Mowing – Lake Bank/Row

Cost of mowing for the lake and row areas

Irrigation Maintenance

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system components including weather station and irrigation lines.

Lake Maintenance

Purchase of lake supplies and maintenance. Unscheduled maintenance consists of major repairs and replacement of system components.

Repairs & Maintenance

All other repairs and maintenance costs not otherwise specified above.

Contingency

Expenses related to the care and maintenance of the lakes and landscape for the control of nuisance plant and algae species.

Amenity Center

Facility/Pool Attendants

Cost of staff members to facilitate pool safety services.

Janitorial – Contract

Cost of janitorial labor for CDD Facilities.

Pool Maintenance

Cost of Maintenance for CDD pool facilities.

Pool Chemicals

Cost of chemical pool treatments and similar such maintenance.

Pool Permits

Cost of permits required for CDD pool and spa operation as required by law.

Utility Water/ Electric

Electricity and Water for accounts with the local Utilities Commissions for the swim club, parks, and irrigation. Fees are based on historical costs for metered use.

Trash – Rental and Collection

Cost of dumpster rental and trash collection at CDD facilities.

Pest Control

Cost of exterminator and pesticides at CDD amenities and facilities.

Irrigation Repair

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system.

Budget Narrative
Fiscal Year 2027

Amenity (Continued)

Telephone

District telephone expenses

Access Control R&M

Cost of repairs and maintenance to electronic locks, gates, and other security fixtures

Amenity Internet

Internet service for clubhouse and other amenity locations.

Community Events

Expenses related to various events within the community.

Security Camera System/Monitoring Services

Cost of CDD security personnel and equipment.

Facilities Maintenance - Contract

Fees associated with the maintenance and repairs of the amenity center.

Holiday Decorations

Cost of decorations for major holidays (i.e., Christmas)

Repairs & Maintenance - Amenity

Cost of repairs and maintenance to amenity building and furniture.

Amenity Management Services

Amenity services contract

Contingency/Reserves

Capital Reserve

Funds set aside for reserve fund, as determined by the district's board.

Summary of Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2027 Budget
Capital Reserve Funds

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	BUDGET	THRU	January-	PROJECTED		BUDGET
	FY 2026	12/31/2025	9/30/2026	FY 2026	Budget	FY 2027
REVENUES						
Interest - Investments	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Misc Income	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0%	\$25,000.00
TOTAL REVENUES	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0%	\$25,000.00
EXPENDITURES						
<i>Administrative</i>						
Capital Outlay	\$0.00	\$13,144.00	\$0.00	\$13,144.00	0%	\$0.00
Misc Expense	\$0.00	\$75.00	\$0.00	\$75.00	0%	\$0.00
<i>Total Administrative</i>	\$0.00	\$13,219.00	\$0.00	\$13,219.00	0%	\$0.00
TOTAL EXPENDITURES	\$0.00	\$13,219.00	\$0.00	\$13,219.00		\$0.00
Excess (deficiency) of revenues						
Over (under) expenditures	\$0.00	-\$3,219.00	\$0.00	-\$3,219.00	0%	\$25,000.00
Net change in fund balance	\$0.00	-\$3,219.00	\$0.00	-\$3,219.00	0%	\$25,000.00
FUND BALANCE, BEGINNING	\$17,445.00	\$17,445.00	\$0.00	\$17,445.00	0%	\$14,226.00
FUND BALANCE, ENDING	\$17,445.00	\$14,226.00	\$0.00	\$14,226.00	-18%	\$39,226.00

Villages of Westport
Community Development District

Debt Service Budget
FY 2027

Summary of Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2027 Budget
Series 2005 Bonds

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-) Budget	ANNUAL
	BUDGET FY 2026	THRU 12/31/2025	January- 9/30/2026	PROJECTED FY 2026		BUDGET FY 2027
REVENUES						
Interest - Investments	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	0%	\$0.00
Special Assmnts- Tax Collector	\$773,233.00	\$0.00	\$773,233.00	\$773,233.00	0%	\$835,592.00
Special Assmnts- Discounts	\$0.00	\$0.00	\$0.00	\$0.00	0%	-\$33,423.68
TOTAL REVENUES	\$788,233.00	\$0.00	\$788,233.00	\$788,233.00	0%	\$802,168.32
EXPENDITURES						
<i>Administrative</i>						
MISC Assessment - Collection Cost	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$29,245.72
Total Administrative	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$29,245.72
<i>Debt Service</i>						
Principal Debt Retirement	\$440,000.00	\$0.00	\$440,000.00	\$440,000.00	0%	\$465,000.00
Principal Debt Retirement - Special Call	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Interest Expense	\$327,750.00	\$0.00	\$327,750.00	\$327,750.00	0%	\$289,418.00
Total Debt Service	\$767,750.00	\$0.00	\$767,750.00	\$767,750.00	0%	\$754,418.00
TOTAL EXPENDITURES	\$767,750.00	\$0.00	\$767,750.00	\$767,750.00		\$783,663.72
Excess (deficiency) of revenues						
Over (under) expenditures	\$20,483.00	\$0.00	\$20,483.00	\$20,483.00	0%	\$18,504.60
OTHER FINANCING SOURCES (USES)						
Transfer In/(Out)	-\$7,000.00	\$0.00	\$0.00	\$0.00	-100%	\$0.00
TOTAL OTHER SOURCES (USES)	-\$7,000.00	\$0.00	\$0.00	\$0.00		\$0.00
Net change in fund balance		\$0.00	\$20,483.00	\$20,483.00	0%	\$18,504.60
FUND BALANCE, BEGINNING	\$180,062.00	\$180,062.00	\$0.00	\$180,062.00	0%	\$200,545.00
FUND BALANCE, ENDING	\$193,545.00	\$180,062.00	\$20,483.00	\$200,545.00	4%	\$219,049.60
PAR VALUE OF BONDS AFTER ANNUAL PRINCIPAL PAYMENT						
		11/1/2025	11/1/2026			11/1/2027
Series 2005 Bonds		\$5,750,000.00	\$5,310,000.00			\$4,845,000.00

Series 2005 Amortization Schedule

Period Ending	Principal	Interest	Annual Debt Service	Outstanding Balance
11/1/2025		\$163,875.00	\$163,875.00	\$5,750,000.00
5/1/2026	\$440,000.00	\$163,875.00		
11/1/2026		\$151,335.00	\$755,210.00	\$5,310,000.00
5/1/2027	\$465,000.00	\$151,335.00		
11/1/2027		\$138,083.00	\$754,418.00	\$4,845,000.00
5/1/2028	\$490,000.00	\$138,083.00		
11/1/2028		\$124,118.00	\$752,200.00	\$4,355,000.00
5/1/2029	\$520,000.00	\$124,118.00		
11/1/2029		\$109,298.00	\$753,415.00	\$3,835,000.00
5/1/2030	\$550,000.00	\$109,298.00		
11/1/2030		\$93,623.00	\$752,920.00	\$3,285,000.00
5/1/2031	\$585,000.00	\$93,623.00		
11/1/2031		\$76,950.00	\$755,573.00	\$2,700,000.00
5/1/2032	\$620,000.00	\$76,950.00		
11/1/2032		\$59,280.00	\$756,230.00	\$2,080,000.00
5/1/2033	\$655,000.00	\$59,280.00		
11/1/2033		\$40,613.00	\$754,893.00	\$1,425,000.00
5/1/2034	\$690,000.00	\$40,613.00		
11/1/2034		\$20,948.00	\$751,561.00	\$735,000.00
5/1/2035	\$735,000.00	\$20,948.00	\$755,948.00	\$0.00
	\$5,750,000.00	\$1,956,246.00	\$7,706,240.00	

Budget Narrative
Fiscal Year 2027

REVENUES

Interest-Investments

The District earns interest on its operating accounts.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Debt Service

Principal Debt Retirement

The district pays regular principal payments to annually to pay down/retire the debt.

Interest Expense

The District Pays interest Expenses on the debt twice a year.

Villages of Westport
Community Development District

Supporting Budget Schedule
FY 2027

Assessment Summary
Fiscal Year 2026 vs. Fiscal Year 2027

ASSESSMENT ALLOCATION

Product	Units	O&M Assessment (1)				Debt Service Series 2005				Total Assessments per Unit		
		FY 2027	FY 2026	Dollar Change	Percent Change	FY 2027	FY 2026	Dollar Change	Percent Change	FY 2027	FY 2026	Dollar Change
50'	1	\$722.38	\$709.00	\$13.38	1.89%	\$0.00	\$0.00	\$0.00	n/a	\$722.38	\$709.00	\$13.38
60'	45	\$722.38	\$709.00	\$13.38	1.89%	\$577.00	\$577.00	\$0.00	0%	\$1,299.38	\$1,286.00	\$13.38
70'	1	\$722.38	\$709.00	\$13.38	1.89%	\$673.00	\$673.00	\$0.00	0%	\$1,395.38	\$1,382.00	\$13.38
80'	701	\$722.38	\$709.00	\$13.38	1.89%	\$1,154.00	\$1,154.00	\$0.00	0%	\$1,876.38	\$1,863.00	\$13.38
	748											

Option 1
NO ASSESSMENT INCREASE

RESOLUTION 2026-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2027 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to June 15, 2026, prepared and submitted to the Board of Supervisors (“**Board**”) of the Villages of Westport Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the Fiscal Year beginning October 1, 2026, and ending September 30, 2027 (“**Fiscal Year 2027**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2027 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

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

DATE: Monday, July 20, 2026

HOUR: 5:30 p.m.

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

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

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

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

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

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

PASSED AND ADOPTED THIS 20th DAY OF APRIL 2026.

ATTEST:

**VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget for Fiscal Year 2027

Option 2
ASSESSMENT INCREASE

RESOLUTION 2026-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2027; DECLARING SPECIAL ASSESSMENTS TO FUND THE PROPOSED BUDGET PURSUANT TO CHAPTERS 190, 197, AND/OR 170, FLORIDA STATUTES; SETTING PUBLIC HEARINGS; ADDRESSING PUBLICATION; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to June 15, 2026, prepared and submitted to the Board of Supervisors (“**Board**”) of the Villages of Westport Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the Fiscal Year beginning October 1, 2026, and ending September 30, 2027 (“**Fiscal Year 2027**”); and

WHEREAS, it is in the best interest of the District to fund the administrative and operations services (together, “**Services**”) set forth in the Proposed Budget by levy of special assessments pursuant to Chapters 170, 190, and 197, *Florida Statutes* (“**Assessments**”), as set forth in the preliminary assessment roll included within the Proposed Budget; and

WHEREAS, the District hereby determines that benefits would accrue to the properties within the District, as outlined within the Proposed Budget, in an amount equal to or in excess of the Assessments, and that such Assessments would be fairly and reasonably allocated as set forth in the Proposed Budget; and

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

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

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2027 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. DECLARING ASSESSMENTS. Pursuant to Chapters 170, 190, and 197, and/or 170, *Florida Statutes*, the Assessments shall defray the cost of the Services in the total estimated amounts set forth in the Proposed Budget. The nature of, and plans and specifications for, the Services to be funded by the Assessments are described in the Proposed Budget all of which are on file and available for public inspection at the “**District’s Office**,” Inframark IMS, 313 Campus Street, Celebration, FL 34747. The Assessments shall be levied within the District on all benefited lots and lands, and shall be apportioned among such lots and lands, all as described in the Proposed Budget and the preliminary assessment roll included therein. The preliminary assessment roll is also on file and available for public inspection at the District’s Office. The Assessments shall be

paid in one or more installments pursuant to a bill issued by the District in November of 2026, and pursuant to Chapter 170, *Florida Statutes*, or, alternatively, pursuant to the *Uniform Method* as set forth in Chapter 197, *Florida Statutes*.

3. SETTING PUBLIC HEARINGS. Pursuant to Chapters 170, 190, and 197, *Florida Statutes*, public hearings on the approved Proposed Budget and the Assessments are hereby declared and set for the following date, hour and location:

DATE: Monday, July 20, 2026
 HOUR: 5:30 p.m.
 LOCATION: Highlands Regional Library
 1826 Dunn Avenue
 Jacksonville, Florida 32218

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

5. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 3 and shall remain on the website for at least forty-five (45) days.

6. PUBLICATION OF NOTICE. The District shall cause this Resolution to be published once a week for a period of two (2) weeks in a newspaper of general circulation published in at Duval County. Additionally, notice of the public hearings shall be published in the manner prescribed in Florida law.

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

8. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF APRIL 2026.

ATTEST:

**VILLAGES OF WESTPORT
 COMMUNITY DEVELOPMENT
 DISTRICT**

 Secretary

By: _____
 Its: _____

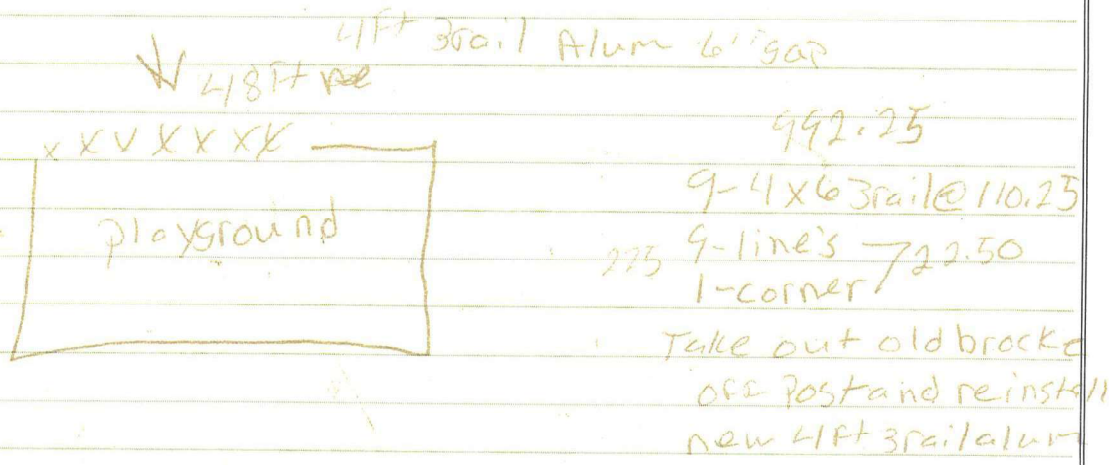
Exhibit A: Proposed Budget for Fiscal Year 2027

Proposal

A-Team Fence LLC

PROPOSAL SUBMITTED TO: Mr. I Westport landing	JOB NAME Playground repair	JOB #
ADDRESS	JOB LOCATION Westport landing	
	DATE 2-16-26	DATE OF PLANS
PHONE #	FAX #	ARCHITECT Billy 904-235-7543

We hereby submit specifications and estimates for:



We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ 1,217.25 materials 850 labor _____ Dollars

with payments to be made as follows: Total 2,067.25

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted *[Signature]*

Note - this proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature *[Signature]*

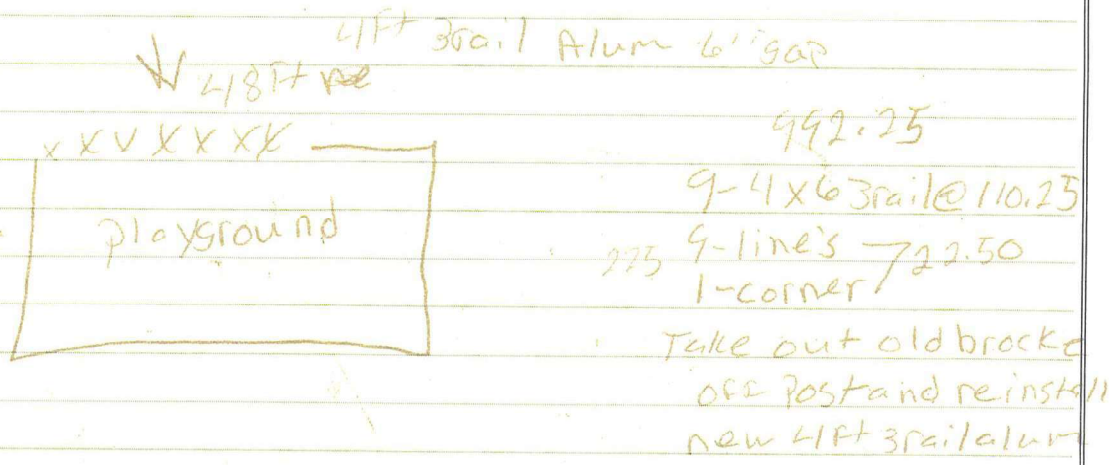
Date of Acceptance _____ Signature _____

Proposal

A-Team Fence LLC

PROPOSAL SUBMITTED TO: Mr. I Westport landing	JOB NAME Playground repair	JOB #
ADDRESS	JOB LOCATION Westport landing	
	DATE 2-16-26	DATE OF PLANS
PHONE #	FAX #	ARCHITECT Billy 904-235-7543

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with payments to be made as follows: Total 2,067.25

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

[Handwritten Signature]

Note - this proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature *[Handwritten Signature]*

Signature _____



JANITORIAL CLEANING SERVICES AGREEMENT

This Janitorial Cleaning Services Agreement (the “**Agreement**”) is entered into and effective as of April __, 2026, by and between:

VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, situated in Duval County, Florida, and whose address for notice purposes is c/o Inframark, LLC, 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 (the “**District**”); and

INFRAMARK, LLC, a Texas limited liability company with a principal place of business at 2002 West Grand Parkway North, Suite 100, Katy, Texas 77449 (the “**Contractor**,” together with District, the “**Parties**”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, Florida Statutes, and located in Duval County, Florida; and

WHEREAS, the District owns and operates an amenity center and surrounding recreation area located within the community (the “**Clubhouse**”); and

WHEREAS, the District desires to retain an independent vendor to provide the services outlined in attached **Exhibit A** (“**Services**”), attached hereto and incorporated herein; and

WHEREAS, the Contractor is qualified to perform the Services and has all approvals and licenses as required by law to provide such Services; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.

2. SCOPE OF WORK AND FREQUENCY OF PERFORMANCE.

- A.** Contractor shall perform all work including, but not limited to, labor, materials, equipment, supervision, and transportation necessary to perform the Services, as provided for in **Exhibit A**. Contractor shall provide the Services two (2) times per week as further described in **Exhibit A**.
- B.** While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to ensure completion of the Services.

- C. Contractor shall solely be responsible for the means, manner, and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.
- D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.

3. TERM. The initial term of this Agreement shall begin as of April 1, 2026, and shall continue through September 30, 2026. At the end of the initial term, this Agreement will automatically continue on an annual basis until terminated by either Party pursuant to Section 4 of this Agreement.

4. TERMINATION. Either Party may terminate this Agreement without cause with thirty (30) days' written notice to the other Party. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

5. PAYMENT. As compensation for the Services provided, the District will pay the Contractor **Six Hundred Fifty Dollars and Zero Cents (\$650.00)** per month. The Contractor shall submit detailed invoices by the fifth (5th) day of each month for Services provided during the previous month. Invoices shall include a description of services performed, dates of service, and any materials used. Payment shall be made in accordance with Florida's Prompt Payment Act, Section 218.70, Florida Statutes, which requires payment within forty (40) days of receipt of an invoice for goods and services that conform to the terms of the contract.

6. INSURANCE.

- A. The Contractor or any subcontractor performing the Services described in this Agreement shall maintain throughout the term of this Agreement the following insurance:
 - i. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - ii. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards: Independent Contractor's Coverage for bodily injury and property damage in connection with any subcontractors' operation.
 - iii. Employer's Liability Coverage with limits of at least \$1,000,000 per accident or disease.
 - iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Vendor of any owned, non-owned, or

hired automobiles, trailers, or other equipment required to be licensed.

- B. The District, its supervisors, staff, consultants, and engineers shall be named as additional insureds on the Commercial General Liability and Automobile Liability policies. The Contractor shall furnish the District with a Certificate of Insurance and applicable endorsements evidencing compliance with this requirement prior to commencing any work under this Agreement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier licensed to conduct business in the State of Florida.

- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

7. NOTICES. Whenever either Party desires to give notice to the other, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the Party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving of notice, to wit:

FOR CONTRACTOR:

Inframark, LLC
 2002 West Grand Parkway North, Suite 100
 Katy, Texas 77449

FOR THE DISTRICT:

Villages of Westport Community
 Development District
 c/o Inframark, LLC
 2005 Pan Am Circle, Suite 300
 Tampa, Florida 33607
samantha.harvey@inframark.com

WITH COPY TO:

Kilinski | Van Wyk PLLC
 Attn: District Counsel, Villages
 of Westport CDD
 517 E. College Avenue
 Tallahassee, Florida 32301
info@cddlawyers.com

8. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements,

judgments, damages, liquidated damages, penalties, forfeitures, backpay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal or in bankruptcy proceedings) as ordered.

- B.** To the fullest extent permitted by law, Contractor agrees to indemnify, defend, and hold harmless the District and its officers, supervisors, staff, agents, employees, and assigns from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity, including all costs, expenses, and reasonable attorneys' fees, for injuries, death, or property damage of any nature, arising out of, or in connection with, the work to be performed by Contractor or the negligent acts, errors, or omissions of Contractor, its employees, agents, or subcontractors, including litigation or any appellate proceedings with respect thereto, except to the extent caused by the sole negligence or willful misconduct of the District. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute. Any subcontractor retained by the Contractor shall acknowledge the same in writing. This section survives termination of this Agreement.

9. SOVEREIGN IMMUNITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

10. PERMITS, LICENSES, AND INSPECTIONS. All permits and/or licenses necessary for the Services to be performed under this Agreement shall be obtained by the Contractor. Inspections by the health department or an independent consultant may be performed on a periodic basis. Failure to comply with health department standards or the stipulations of this Agreement may result in immediate termination. Any fees or fines incurred or imposed by the health department due to non-compliance and/or failure of an inspection shall be borne solely by the Contractor.

11. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other Party.

12. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement. The District shall not have any authority to assume or create any obligation, express

or implied, on behalf of the Contractor and the District shall have no authority to represent the Contractor as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement. The District shall not have any authority to assume or create any obligation, express or implied, on behalf of the Vendor and the District shall have no authority to represent the Vendor as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

13. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

14. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.

15. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.

16. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

17. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either Party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

18. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

19. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

20. CONTROLLING LAW. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida with venue in the county in which the District is located.

21. ANTI-HUMAN TRAFFICKING. Pursuant to Section 787.06(14), *Florida Statutes*, Contractor represents and warrants that in entering into this Agreement, the Contractor does not use coercion for labor or services as defined in the statute. The Contractor shall provide an affidavit, signed by an officer or authorized representative of the Contractor containing this representation, addressed to the District, as required by Section 787.06(14), *Florida Statutes*, prior to execution of this Agreement or within five (5) business days thereafter.

22. SCRUTINIZED COMPANIES. Pursuant to Section 287.135, *Florida Statutes*, Contractor represents that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, members, or agents is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or the Scrutinized Companies that Boycott Israel List created pursuant to Sections 215.4725 and 215.473, *Florida Statutes*, and in the event such status changes, Contractor shall immediately notify the District. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

23. E-VERIFY. Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

24. PUBLIC RECORDS. As required under Section 119.0701, *Florida Statutes*, Contractor shall (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of this Agreement

and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 873-7300, OR BY EMAIL AT PUBLICRECORDS@INFRAMARK.COM, OR BY REGULAR MAIL AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FLORIDA 33607.

25. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement. In case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

27. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the District and the Contractor relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first written above.

Inframark, LLC

By: _____

Name: Chris Tarase

Title: President

Villages of Westport Community

Development District

By: _____

Title: Chairperson



2002 West Grand Parkway North | suite 100 | Katy, Texas
77449
6562473501 | nmontagna@inframark.com |
www.inframark.com/maintenance

Villages of Westport CDD – Janitorial Services

Description of Work to Be Performed Two Times Per Week (Tuesday and Friday).

- All paper goods restocked upon each visit or as needed.
- Hand soap to be re-filled as needed and will be monitored so that it does not run out.
- Scrubbing and disinfecting the toilets, all sinks, all countertop areas, all cabinet areas.
- Mirrors, doorknobs, handicap bars, light switches, locking mechanisms on doors, paper goods fixtures as well as all other fixtures located in restroom & clubhouse to be cleaned/disinfected.
- Sweep, vacuum and mop all floors.
- All trash bins to be emptied at each visit and new liners in place.
- Replacement of burned-out light bulbs.
- Clean/disinfect drinking fountain.
- Pick up all trash and debris on clubhouse grounds.
- Dust all furniture, pictures, tables, lamps and baseboards in clubhouse.
- Blinds and windowsills dusted.

Description of Work to Be Performed One Time Per Week:

- Dust the ceiling and walls of the cabana & light fixtures to remove any bugs, dirt or other debris.
- Remove wasp/hornet's nests as needed.

Equipment and Supplies:

- Cleaning equipment and standard cleaning solutions to be provided at no charge to the customer.
 - Toilet Paper, Paper Towels, Hand Soap, Trash Bags, Light Bulbs and other Specialty Supplies to be invoiced back to Villages of Westport CDD.
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