

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

The regular meeting of the Board of Supervisors of the Villages of Westport Community Development District was held Monday, April 20, 2026, at 5:30 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida.

Present and constituting a quorum:

Yashekia Scarlett
Anina Guyton
Carl Hawkins
Alice Sanford

Chairperson (via Teams)
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present either in person or via electronic communications were:

Samantha Harvey
Jennifer Kilinski
Lindsay Moczynski
Justin Fisher

District Manager, Inframark
District Counsel (via Teams)
District Counsel (via Teams)
Field Service Coordinator

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.

On MOTION by Ms. Guyton, seconded by Ms. Sanford, with all in favor, Ms. Scarlett's participation and voting via telephone conference due to illness was approved. 3-0

SECOND ORDER OF BUSINESS

Approval of Agenda

The Board approved the meeting agenda with amendments to include the First Amendment to the Inframark Master Agreement for Pool Monitors.

On MOTION by Mr. Hawkins, seconded by Ms. Guyton, with all in favor, the agenda was approved as amended. 4-0

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THIRD ORDER OF BUSINESS**Audience Comments**

Mr. PosPisil stated he does not believe the District should increase fees, citing concerns that the District has not been adequately maintained.

Mr. Meredith expressed opposition to the implementation of the Flock Camera System, stating that members of the community are against adding the system and do not want the company to have residents and their guests information. Mr. Hawkins disagreed and stated he believes the Flock Camera System would be a beneficial addition to the District.

Ms. Kirby inquired whether the District was considering switching to Zoom for meetings. She commented that all teleconference platforms experience technical difficulties and expressed that the District should not change platforms and incur additional costs to transition to Zoom.

FOURTH ORDER OF BUSINESS**Presentation from Erika Graham
Regarding the Flock Camera System****A. Consideration of Flock Safety Camera Systems Quote #191875 - 1 LPR and Video Bundle****B. Consideration of Flock Safety Camera Systems Quote #191875 - 4 LPR and Video Bundles**

Ms. Graham gave a presentation on the Flock Camera System and showed a video demonstrating how the system operates. The Board reviewed the two options for 1 LPR and Video bundle and 4 LPR and Video bundles. Ms. Graham explained the differences in services and pricing between the two proposals, comparing coverage for one entrance versus all four entrances to the District. Ms. Sanford commented that when proposals were received in the prior year, the Board also received two additional bids that were not comparable in costs. Ms. Graham stated that installation and monitoring would take approximately four to six weeks following approval. She further noted that the first-year cost would be \$16,100 with an annual renewal cost of \$14,800.

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, inclusion of the Flock Safety Camera system in the proposed budget, was approved. 4-0

Following discussion, the Board decided to table approval of this item until the Fiscal Year 2026/2027 Budget adoption meeting to allow additional time for Board research and consideration.

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FIFTH ORDER OF BUSINESS

Staff Reports

A. District Accountant

Ms. Harvey reviewed the District's financial snapshot with the Board.

On MOTION by Ms. Sanford, seconded by Ms. Guyton, with all in favor, closing City National Bank debit card was approved. 4-0

On MOTION by Ms. Scarlett, seconded by Mr. Hawkins, with all in favor, transfer of \$13,887.58 from the Truist Capital Reserve Account to Valley Bank was approved. 4-0

Ms. Harvey discussed activity related to City National Bank, including outstanding checks. Check ARNAV #2134 remains outstanding and will be researched further. Checks #2159 and #2272, issued to Supervisor Ms. Alice Sanford for Supervisor payment for January 2026 and February 2026, respectively, were also listed as outstanding. Ms. Sanford confirmed that both checks had been cashed.

Ms. Harvey advised that the financial snapshot will be emailed to all Board members. She further informed the Board they are still reviewing financial reports from GMS for January and February 2026. As a result, there is no check log or O&M report for February or March at this time. Ms. Harvey stated that all financial reports will be distributed to the Board via email going forward.

B. District Counsel

Ms. Mocynski provided legislative updates regarding proposed legislation, including claims against the government and potential increases, monitoring officer recall and the removal of officers' policies, ebikes regulation and enforcement laws, and legislation that would require Districts to accept electronic payments. Ms. Moczynski notes that none of the referenced bills have been passed at this time.

Ms. Moczynski reminded the Board that their Form 1 is due by July 1, 2026, and advised that she will forward this information to all Board members via email.

C. District Engineer

None.

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D. District Manager**i. Discussion of Field Service Being Included in the Inframark Contract**

Ms. Guyton expressed concerns that Field Services and District Management should be separate contracts to avoid one service monopolizing the other. Ms. Scarlett stated that the Board was effectively constrained to proceed with Inframark, as no other companies submitted proposals for either District Management or Field Services. Ms. Hawkins agrees that Field Services should be a separate contract, noting that the Board may be satisfied with one service provider, but not the other. Ms. Kilinski confirmed she contacted six companies to provide proposals for District Management as part of the RFP process, and Inframark was the only company to submit a proposal. Following the discussion, the Board agreed to revisit the matter at a future date.

ii. Discussion of Resolution 2025-06, District Making Certain Findings; Waiving, Amending and Establishing Standards for Rule 1.3(10)

The Board discussed the District's Rules of Procedure regarding Supervisor participation via teleconference. It was noted that the District originally allowed teleconference participation, provided a quorum was present. Subsequent changes required Supervisors to appear in person, with accommodations permitted only under acceptable circumstances. The Board further noted that this requirement was waived in the prior year, with direction given to follow Exhibit A of Resolution 2025-06. Mr. Hawkins stated his preference to keep the resolution in place.

On MOTION by Mr. Hawkins, seconded by Ms. Guyton, with all in favor, the Board agreed to continue following Resolution 2025-06, Exhibit A. 4-0
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E. Inframark March and April 2026 Field Inspection Reports

Mr. Fisher reviewed the March and April 2026 Field Inspection Reports with the Board. He provided an update regarding flowers that failed at two entrances and confirmed that the plants have been replaced due to an irrigation issue. Ms. Scarlett inquired about irrigation concerns. Mr. Fisher explained that BrightView stated they had turned off the backflow, which resulted in the issue. He advised this issue has been fixed, and the annuals are now receiving proper irrigation.

Mr. Fisher advised that the lantana has been installed at the monument sign in the Villages of Westport.

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Pressure washing bids were received, and upon discussion, the Board agreed to table this item to a later date.

Mr. Fisher informed the Board the amenity gym HVAC is not operational and that there would be a minimum \$100 diagnostic fee.

On MOTION by Ms. Guyton, seconded by Mr. Hawkins, with all in favor, replacement of the amenity gym HVAC unit in an amount not to exceed \$3,000 was approved. 4-0

F. SOLitude Lake Management Report

Mr. Fisher reviewed the pond report provided by SOLitude Lake Management with the Board. He discussed a concern raised by a resident regarding a pond and the associated pond bank. Mr. Fisher advised the issue has been addressed with SOLitude regarding Pond 10.

SIXTH ORDER OF BUSINESS

Business Administration

A. Ratification of the Minutes from the Special Meeting Held on February 9, 2026

On MOTION by Mr. Hawkins, seconded by Ms. Sanford, with all in favor, the Minutes from the Special Meeting Held on February 9, 2026 were ratified. 4-0

B. Consideration of the Minutes from the Continued Special Meeting Held on March 2, 2026

On MOTION by Ms. Scarlett, seconded by Ms. Sanford, with all in favor, the Minutes from the Continued Special Meeting Held on March 2, 2026, were approved with an amendment to reflect that Ms. Guyton joined the meeting at 6:15 p.m. 4-0

SEVENTH ORDER OF BUSINESS

Business Items

A. Consideration of Resolution 2026-09, General Election

Ms. Moczynski explained to the Board that Seats 2, 3 and 4 are up for election in November 2026. She explained that Supervisors seeking reelection are required to qualify with the Supervisor of Elections and that the qualifying period is Monday, June 8, 2026, beginning at noon and ending Friday, June 12, 2026, ending at noon. Ms. Moczynski further noted the General Election date is November 3, 2026.

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On MOTION by Mr. Hawkins, seconded by Ms. Guyton, with all in favor, Resolution 2026-09, General Election, was adopted. 4-0

B. Presentation of Fiscal Year 2026/2027 Proposed Budget

- i. Consideration of Resolution 2026-10, Approving the Fiscal Year 2026/2027 Proposed Budget (Option 1 – No Assessment Increase) and Setting the Public Hearing**
- ii. Consideration of Resolution 2026-10, Approving the Fiscal Year 2026/2027 Proposed Budget (Option 2 – Assessment Increase) and Setting the Public Hearing**

Ms. Harvey reviewed the budget line by line and made revisions as instructed by the Board. The Board requested Ms. Harvey obtain a few proposals for pest control and internet services.

Ms. Harvey was directed to update the amenity access form to incorporate the amenity access rules provided by Ms. Moczynski, which were emailed to her.

The Board discussed coordinating with Ms. Teixeira regarding community events.

The Board requested Ms. Harvey research Govee lighting options for all District entrances.

The Board also stated all existing Christmas lighting and decorations should be stored at the Amenity Center, and Ms. Harvey advised she will confirm storage arrangements.

On MOTION by Ms. Guyton, seconded by Mr. Hawkins, with all in favor, Resolution 2026-10, Approving the Fiscal Year 2026/2027 Budget, Option 2 with an assessment increase, and Setting the Public Hearing for Monday, July 20, 2026, at 5:30 p.m. to be held at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida 32218, was adopted. 4-0

C. Consideration of A-Team Fence Company Fence Repair Proposal

On MOTION by Mr. Hawkins, seconded by Ms. Guyton, with all in favor, A-Team Fence Company fence repair proposal in the amount of \$2,067.25 was approved. 4-0

D. Consideration of Inframark's Janitorial Cleaning Services Agreement

On MOTION by Mr. Hawkins, seconded by Ms. Guyton, with all in favor, Inframark's Janitorial Cleaning Services agreement in the amount of \$650 per month was approved. 4-0

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E. Discussion of RFP for New Landscaping

The Board discussed BrightView Landscaping and the services currently being provided. Mr. Fowler stated he believes the Board should allow BrightView to improve performance. Ms. Sanford expressed concerns that BrightView has not been performing satisfactorily since beginning service. Following the discussion, the Board agreed to allow BrightView additional time to improve services and to revisit the matter after the summer. Mr. Hawkins stated he would like to allow Inframark Field Services to remain engaged with BrightView to ensure that services are delivered in accordance with the contract.

EIGHTH ORDER OF BUSINESS**Supervisor Requests**

Ms. Scarlett confirmed she is waiving payment for serving on the Board.

The Board discussed the First Amendment to the Management Services Master Agreement related to pool attendants.

On MOTION by Ms. Guyton, seconded by Ms. Sanford, with all in favor, Inframark's First Amendment to the Management Services Master Agreement was approved. 4-0

Ms. Kirby, participating via teleconference, read into the record comments from Mr. Meredith, a prior audience member who had to leave the meeting, reiterating his opposition to the installation of the Flock Camera System. Mr. Hawkins acknowledged and stated that he understands Mr. Meredith's concerns. Mr. Hawkins further advised that he has spoken with many residents and, despite expressed concerns, noted that response times to incidents are quick. He stated the Board would continue to research the system and emphasized that the District is not required to proceed with the option involving a JSO data sharing agreement.

Ms. Sanford discussed trees along Braddock Road, noting that the trees need to be lifted.

NINTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Hawkins, seconded by Ms. Scarlett, with all in favor, the meeting was adjourned at 8:39 p.m. 4-0

Signed by:

Samantha Harvey

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Secretary/Assistant Secretary

Signed by:

Yashukia Scarlett

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Chairperson/Vice Chairperson