

*Westwood/OCC Community
Development District*

Agenda

August 11, 2020

AGENDA

Westwood/OCC

Community Development District

219 E. Livingston Street, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

August 4, 2020

Board of Supervisors
Westwood/OCC
Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Westwood/OCC Community Development District will be held **Tuesday, August 11, 2020 at 10:00 a.m. via Zoom: <https://zoom.us/j/93571480940>**. Following is the advance agenda for the meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the May 9, 2020 Meeting
4. Public Hearing
 - A. Consideration of Resolution 2020-07 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations
5. Consideration of Fiscal Year 2020-2021 Developer Funding Agreement
6. Appointment of Audit Committee and Chairman
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet and Income Statement
 - ii. Ratification of Funding Requests #9 - #10
 - iii. Approval of Fiscal Year 2021 Meeting Schedule
8. Supervisor's Requests
9. Adjournment

Audit Committee Meeting

1. Roll Call
2. Public Comment Period
3. Audit Services
 - A. Approval of Request for Proposals and Selection Criteria
 - B. Approval of Notice of Request for Proposals for Audit Services
 - C. Public Announcement of Opportunity to Provide Audit Services
4. Adjournment

The second order of business of the Board of Supervisors is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the approval of the minutes of the May 9, 2020 meeting. The minutes are enclosed for your review.

The fourth order of business opens the public hearing to adopt the budget. Section A is the consideration of Resolution 2020-08 adopting the Fiscal Year 2021 budget and relating to the annual appropriations. A copy of the Resolution and proposed budget are enclosed for your review.

The fifth order of business is the consideration the Fiscal Year 2020-2021 developer funding agreement is enclosed for your review.

The sixth order of business is the appointment of the Audit Committee and Chairman. There is no back-up material.

The seventh order of business is Staff Reports. Section 1 of the District's Manager's Report includes the balance sheet and income statement for review and Section 2 is the ratification of Funding Requests #9 - #10. The funding requests and supporting invoices are enclosed for your review. Section 3 approval of the Fiscal Year 2021 meeting schedule. A sample meeting notice is enclosed for your review.

Following the adjournment of the Board of Supervisor's meeting, there will be a meeting of the Audit Committee to approve the Request for Proposals, selection criteria and the notice of RFP for auditing services. Enclosed for your review are copies of the RFP, selection criteria, and RFP notice.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,



George S. Flint
District Manager

Cc: Michael Eckert, District Counsel
Michelle Rigoni, District Counsel
Rey Malave, District Engineer
Ken Artin, Bond Counsel
Brett Sealy, Underwriter

Enclosures

BOARD OF SUPERVISORS MEETING

MINUTES

MINUTES OF MEETING
WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Westwood/OCC Community Development District was held Tuesday, June 9, 2020 at 3:00 p.m. via Zoom Teleconference.

Present and constituting a quorum were:

Randall Greene	Chairman
Duane Owen	Vice Chairman
Dutch Holt	Assistant Secretary
Andrew Gorrill	Assistant Secretary

Also present were:

George Flint	District Manager
Michael Eckert	District Counsel
Rey Malavè	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called roll, four supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: For the record, this meeting was advertised as a Zoom meeting in accordance with the Governor's requirement and we have received no public comments prior to the meeting and no members of the public are on the Zoom call. The executive order expires at the end of June and we should be back to meeting in person.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 8, 2019 Meeting

Mr. Flint: You have approval of the minutes of the October 8th, 2019 meeting. Did the Board have any comments or corrections? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, the Minutes of the October 8, 2019 Meeting, was approved.
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FOURTH ORDER OF BUSINESS

**Ratification of Agreement with Dewberry
for Professional Engineering Services**

Mr. Flint: Next you have ratification of the agreement with Dewberry as the District Engineer. We have services in accordance with the District's rules and the Consultants Competitive Negotiations Act. The Board selected Dewberry and we authorized the contract to be executed, today we are just having that ratified. The agreement has already been signed.

On MOTION by Mr. Greene seconded by Mr. Holt, with all in favor, the Agreement with Dewberry for Professional District Engineering Services, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Work Authorization #1 with Dewberry

Mr. Flint: Next is Work Authorization #1, this is for general services in the Engineer's agreement you just ratified. It's for an estimated budget of \$10,000 and it provides for Rey's time and attending meetings and other general services. It's a budget of \$10,000 but it based on the hourly rate schedule that is attached to the agreement. Any questions on the work? If not is there a motion to approve it?

On MOTION by Mr. Holt, seconded by Mr. Greene, with all in favor, Work Authorization #1 with Dewberry, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-05 Adopting an Internal Controls Policy

Mr. Flint: Mike do you want to introduce Resolution 2020-05 the Internal Controls Policy?

Mr. Eckert: Yes, the Florida Legislature recently adopted a new law that requires all local governments to adopt written Internal Controls to prevent fraud, waste, and abuse. Most, if not all, of these Internal Control Policies are things that your District Manager already does for you but they were not written out as a District Policy. We have worked with the different District Management Companies and auditing companies throughout the state to come up with these Internal Controls, so that when we did adopt something that the auditors wouldn't find that they were insufficient at the end of the year when they do your audit. We feel pretty comfortable with what we've put before you. Again, it's not really a change in how the District is doing business, but it's compliance with the new statute that's gone into effect. I would be happy to answer any questions anybody has.

Mr. Flint: Any questions? If not, is there a motion to approve Resolution 2020-05?

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Resolution 2020-05 Adopting an Internal Controls Policy, was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2020-06
Approving the Proposed Fiscal Year 2021
Budget and Setting a Public Hearing**

Mr. Flint: Resolution 2020-06 is approving the Proposed Budget for Fiscal Year 2021 and setting the date, place and time for the public hearing. We are suggesting August 11th at 10:00 a.m. for the public hearing and final adoption. We do have language in here in the event it still needs to be held remotely, it gives us the option of either doing a remote meeting or doing a physical location. We anticipate a change between now and then that we would have it at our offices here in downtown Orlando. The Board is required to approved a proposed budget by June 15th of each year. This is not a binding document on the Board. It can be changed between now and the public hearing, and since you aren't currently operating under assessments, your concern if the budget goes up or down between now and August. So this is really a document you need to approve to meet that statutory time frame, and it needs to be transmitted to the Orlando, in Orange County and posted on our website. There are some notice requirements we would need to follow. Exhibit A to the Resolution is the proposed budget. It is a really standard, administrative CDD budget. It contemplates the Supervisor fees, your professionals, your audit, your advertising, all the basic expenses. It does not include anything related to dues, debt, and there will some additional fees in here for the Trustee and Dissemination Agent. Arbitrage calculation is not in here, but this can be amended if and when we move forward with the financing. Any questions on the resolution or the budget? You will see this again at the August meeting for final adoption, you are just setting a public hearing at this point. If there aren't any questions, is there a motion to approve Resolution 2020-06?

On MOTION by Mr. Holt, seconded by Mr. Greene,, with all in favor, Resolution 2020-06 Approving the Proposed Fiscal Year 2021 Budget and Setting the Public Hearing for August 11th at 10:00 a.m., was approved.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Flint: Mike, anything else for the Board?

Mr. Eckert: No report, thank you.

B. Engineer

Mr. Flint: Rey, anything on Engineering?

Mr. Malavè: No, I'm just waiting for any comments or issues that we have with the Engineer's Report. Other than that nothing else to report.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: The Board has the unaudited financials through May 31st. There is no action required. If the Board has any questions we can discuss those. We're running a pretty tight ship here. Looks like we've got \$6,800 in the bank.

Mr. : How much did you say we have?

Mr. Flint: \$6,800.

ii. Ratification of Funding Request #1 - #8

Mr. Flint: We have funding requests #1 through #8. Those are in your agenda. We are just asking the Board to ratify those. If you have any questions we can discuss them, otherwise I'm asking for a motion to ratify funding requests #1 through #8.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Funding Request #1 through #8, were ratified.

iii. Presentation of Number of Registered Voters-0

Mr. Flint: Each year we are required to announce the number of register voters as of April 15th, and Orange County stopped sending us letters, but they send us a spreadsheet that shows each of the Districts. The spreadsheet indicates there are 0 registered voters with the Westwood/OCC CDD.

NINTH ORDER OF BUSINESS

Supervisors' Requests & Audience Comments

Mr. Flint: Were there any Supervisor Requests or Audience Comments?

Mr. Greene: George, I wanted to ask you a question in regards to an issue with CDD websites across the state being ADA compliant. Has that issue kind of gone away?

Mr. Flint: No, it's still a requirement and for each of the Districts. You all approved an agreement with VGlobalTech organization meeting to create a website for Westwood. That website is ADA compliant.

Mr. Greene: Ok.

Mr. Eckert: There is one development in the Florida Legislature that would have an impact on this and that is Senate Bill 1466. It has passed the legislature, but has not been sent to the Governor for signature yet, it would reduce the amount of documents that we have to keep on our website. Specifically, it would eliminate our requirement to have the audit on our website, the Public Facilities Report on our website, and it would eliminate the requirement that we have all of our meeting materials on the website as well. If it gets signed by the Governor, that would reduce to the costs for Districts to maintain their websites.

Mr. Greene: Okay.

Mr. Flint: That would basically reduce the number of pages of information on the websites, which may have an impact on the cost to maintain them as ADA compliant. If it's executed, it would give you the ability to pull that stuff off of the CDD website.

Mr. Greene: Thank you. You answered my question.

Mr. Flint: Anything else from the Board?

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Greene seconded by Mr. Holt, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION A

RESOLUTION 2020-07

THE ANNUAL APPROPRIATION RESOLUTION OF THE WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2020, submitted to the Board of Supervisors (“**Board**”) of the Westwood/OCC Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020, and ending September 30, 2021 (“**Fiscal Year 2020/2021**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Westwood/OCC Community Development District for the Fiscal Year Ending September 30, 2021.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

SECTION 3. BUDGET AMENDMENTS

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 11th DAY OF AUGUST, 2020.

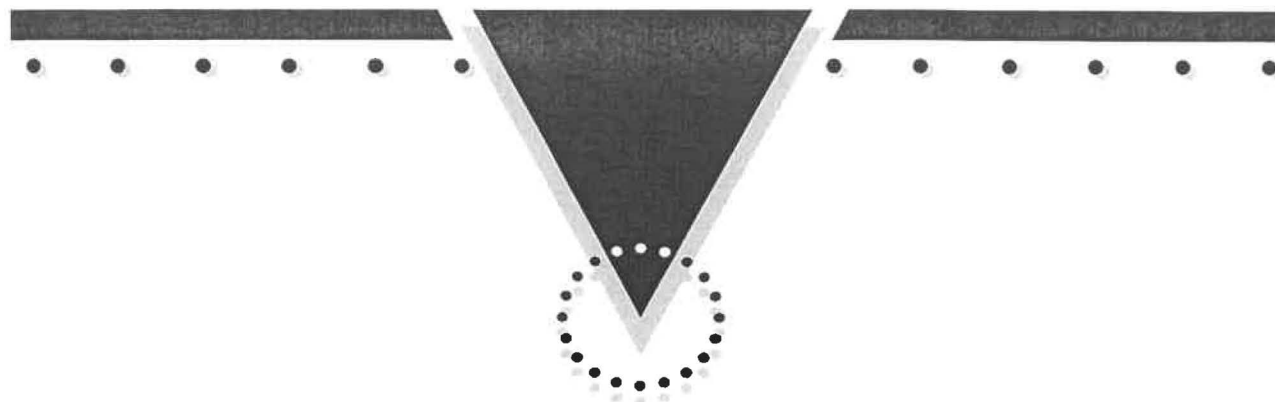
ATTEST:

**WESTWOOD/OCC COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Proposed Budget FY 2020/2021



Westwood/OCC
Community Development District

Proposed Budget
FY 2021



Table of Contents

1 General Fund

2-3 General Fund Narrative

Westwood/OCC

Community Development District

Fiscal Year 2021 General Fund

	Adopted Budget FY2020	Actual Thru 6/30/20	Projected Next 3 Months	Total Thru 9/30/20	Proposed Budget FY2021
Revenues					
Developer Contributions	\$101,918	\$38,408	\$20,622	\$59,030	\$105,718
Total Revenues	\$101,918	\$38,408	\$20,622	\$59,030	\$105,718
Expenditures					
<u>Administrative</u>					
Supervisor Fees	\$12,000	\$1,000	\$2,800	\$3,800	\$12,000
FICA Expense	\$918	\$61	\$168	\$230	\$918
Engineering	\$12,000	\$0	\$3,000	\$3,000	\$12,000
Attorney	\$25,000	\$3,944	\$3,556	\$7,500	\$25,000
Annual Audit	\$0	\$0	\$0	\$0	\$5,000
Management Fees	\$35,000	\$26,250	\$8,750	\$35,000	\$35,000
Information Technology	\$2,400	\$900	\$300	\$1,200	\$1,200
Telephone	\$300	\$13	\$12	\$25	\$300
Postage	\$1,000	\$42	\$33	\$75	\$1,000
Printing & Binding	\$1,000	\$242	\$108	\$350	\$1,000
Insurance	\$5,500	\$5,000	\$0	\$5,000	\$5,500
Legal Advertising	\$5,000	\$81	\$1,699	\$2,500	\$5,000
Other Current Charges	\$1,000	\$0	\$100	\$100	\$1,000
Office Supplies	\$625	\$42	\$33	\$75	\$625
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Total Expenditures	\$101,918	\$38,471	\$20,559	\$59,030	\$105,718
Excess Revenues/(Expenditures)	\$0	(\$63)	\$63	(\$0)	\$0

Westwood/OCC
Community Development District
GENERAL FUND BUDGET

REVENUES:

Developer Contributions

The District will enter into a Funding Agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

EXPENDITURES:

Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 12 meetings during the fiscal year.

FICA Expense

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

Engineering

The District's engineer, Dewberry Engineers, Inc., will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel, Hopping, Green & Sams, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Westwood/OCC
Community Development District
GENERAL FUND BUDGET

Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

Information Technology

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

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

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

Insurance

The District's general liability and public officials liability insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

Other Current Charges

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

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

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

SECTION V

**WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020-2021 BUDGET FUNDING AGREEMENT**

THIS AGREEMENT (this "Agreement") is made and entered into this ____ day of _____, 2020, by and between:

Westwood/OCC Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, with a mailing address of 219 E. Livingston Street, Orlando, Florida 32801 (the "District"), and

DCS Real Estate Investments VI, LLC, a Florida limited liability company, with a mailing address of 505 South Flagler Drive, Suite 900, West Palm Beach, Florida 33401 ("Developer").

RECITALS

WHEREAS, the District was established by Ordinance No. 2019-10, adopted by the County Commission of Orange County, Florida, effective as of July 23, 2019, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, *Florida Statutes*, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns and/or is developing portions of all real property described in **Exhibit A**, attached hereto and incorporated herein by reference ("Property") within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the fiscal year 2020-2021, which fiscal year 2020-2021 commences on October 1, 2020, and concludes on September 30, 2021 ("Fiscal Year 2020/2021 Budget"); and

WHEREAS, the Fiscal Year 2020/2021 Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, is attached hereto and incorporated herein by reference as **Exhibit B**; and

WHEREAS, the District has the option of levying non-ad valorem assessments on all land, including the Property, that will benefit from the activities, operations and services set forth in the Fiscal Year 2020/2021 Budget, or utilizing such other revenue sources as may be available to it; and

WHEREAS, in lieu of levying assessments on the Property, Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in **Exhibit B**; and

WHEREAS, Developer agrees that the District activities, operations and services provide a special and peculiar benefit equal to or in excess of the costs reflected on **Exhibit B** to the Property; and

WHEREAS, Developer has agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the Property located within the District for the activities, operations and services set forth in **Exhibit B**; and

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

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

2. **FUNDING.** Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the Fiscal Year 2020/2021 Budget attached hereto as **Exhibit B**, as may be amended from time to time in the District's sole discretion, within thirty (30) days of written request by the District. Amendments to the District's Fiscal Year 2020/2021 Budget as shown on **Exhibit B** adopted by the District at a duly noticed meeting shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. In no way shall the foregoing in any way affect the District's ability to levy special assessments upon the property within the District, including any property owned by Developer, in accordance with Florida law, to provide funds for any unfunded expenditures whether such expenditures are the result of an amendment to the District's Budget or otherwise. These payments are made by Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

3. **CONTINUING LIEN.** District shall have the right to file a continuing lien upon the Property described in **Exhibit A** for all payments due and owing under the terms of this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's lien. The lien shall be effective as of the date and time of the recording of a "Notice of Lien for Fiscal Year 2020/2021 Budget" in the public records of Orange County, Florida ("County"), stating among other things, a description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice of Lien for Fiscal Year 2020/2021 Budget on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holder to the Property to pay the amount due under this Agreement or may foreclose the lien against the Property in any manner authorized by law. The District may partially release any filed lien for portions of the Property subject to a plat if and when the Developer has demonstrated, in the District's sole discretion, such release will not materially

impair the ability of the District to enforce the collection of funds hereunder. In the event the Developer sells any of the Property described in **Exhibit A** after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a lien upon the remaining Property owned by the Developer.

4. ALTERNATIVE COLLECTION METHODS. This Section provides for alternative methods of collection. In the event Developer fails to make payments due to the District pursuant to this Agreement, and the District first provides Developer with written notice of the delinquency to the address identified in this Agreement and such delinquency is not cured within five (5) business days of the notice, then the District shall have the following remedies:

a. In the alternative or in addition to the collection method set forth in Paragraph 2 above, the District may enforce the collection of funds due under this Agreement by action against Developer in the appropriate judicial forum in and for Orange County, Florida. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District Manager on behalf of the District. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

b. The District hereby finds that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property, which benefit is initially allocated on an equal developable acreage basis. Developer agrees that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property equal to or in excess of the costs set forth in **Exhibit B**, on an equal developable acreage basis. Therefore, in the alternative, or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to levy and certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197 or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the Orange County property appraiser. Developer hereby waives and/or relinquishes any rights it may have to challenge, object to or otherwise fail to pay such assessments if imposed, as well as the means of collection thereof.

5. AGREEMENT; AMENDMENTS. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. 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 of the parties hereto.

6. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

7. ASSIGNMENT. Neither the District nor Developer may assign this Agreement or any monies to become due hereunder without the prior written approval of the other, which consent shall not be unreasonably withheld, conditioned or delayed.

8. DEFAULT. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement in the manner described herein in Paragraphs 2 and 4 above.

9. THIRD PARTY RIGHTS; TRANSFER OF PROPERTY. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third-party not a formal party hereto. 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 provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns. In the event the Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to improvements, work product, or lands within the District, the Developer shall continue to be bound by the terms of this Agreement and additionally shall expressly require that the purchaser agree to be bound by the terms of this Agreement. The Developer shall give 90 days prior written notice to the District under this Agreement of any such sale or disposition.

10. CONTROLLING LAW. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. The parties agree and consent to, for the purposes of venue, the exclusive jurisdiction of the appropriate courts of Orange County, Florida.

11. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the 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 the doubtful language will not be interpreted or construed against any party.

12. EFFECTIVE DATE. This Agreement shall be effective after execution by both parties hereto. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

[Signatures on next page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

ATTEST:

**WESTWOOD/OCC COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

WITNESS:

**DCS REAL ESTATE INVESTMENTS VI,
LLC**, a Florida limited liability company

By: DCS Investment Holdings GP, LLC
Its: Manager

Witness

Print Name of Witness

Paul E. Simonson, Manager

Exhibit A: Property Description

Exhibit B: Fiscal Year 2020/2021 Budget

Exhibit A
Property Description

WESTWOOD
PART OF LOT 2
CS# 18-134

DESCRIPTION:

The land referred to herein below is situated in the County of Orange, State of Florida, and is described as follows:

A portion of Lot 2, WESTWOOD, according to the plat thereof, as recorded in Plat Book 20, Pages 132 and 133, Public Records of Orange County, Florida, located in Section 12, Township 24 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

Commence at the southeast corner of said Lot 2; said point lying on the westerly right-of-way line of Westwood Boulevard as shown on the plat of WESTWOOD BOULEVARD RIGHT-OF-WAY PHASE II, according to the plat thereof, as recorded in Plat Book 15, Page 80, Public Records of Orange County, Florida; thence run northerly along said westerly right-of-way line, the following two (2) courses and distances; run N 02°45'59" W, a distance of 29.32 feet to a point of curvature of a curve, concave easterly, having a radius of 1003.00 feet and a central angle of 24°47'31"; thence run northerly, along the arc of said curve, a distance of 434.00 feet to the POINT OF BEGINNING; thence run N 88°06'40" W, a distance of 143.93 feet; thence run S 80°58'52" W, a distance of 176.23 feet; thence run S 09°01'18" E, a distance of 68.10 feet to a point on a non-tangent curve, concave northeasterly, having a radius of 353.50 feet and a central angle of 32°28'41"; thence on a chord bearing of N 84°12'05" W, run 200.38 feet along the arc of said curve to the point of tangency thereof; thence run N 67°57'44" W, a distance of 158.76 feet to a point on a non-tangent curve, concave southwesterly, having a radius of 69.50 feet and a central angle of 143°57'34"; thence on a chord bearing of N 67°57'44" W, run 174.62 feet along the arc of said curve to a point; thence run N 67°57'44" W, a distance of 267.53 feet to a point on a non-tangent curve, concave southeasterly, having a radius of 2201.83 feet and a central angle of 03°28'12", said point being on the limited access right-of-way line of Interstate No. 4 and the Beeline Expressway; thence run northerly along said limited access right-of-way line the following three (3) courses and distances; on a chord bearing of N 12°50'40" E, run 133.35 feet along the arc of said curve to the point of compound curvature with a curve, concave southeasterly, having a radius of 1055.92 feet and a central angle of 42°45'44"; thence run northeasterly, along the arc of said curve, a distance of 788.08 feet to the point of compound curvature with a curve, concave southeasterly, having a radius of 2201.83 feet and a central angle of 09°37'04"; thence run northeasterly, along the arc of said curve, a distance of 369.61 feet to a point, thence, departing said limited access right-of-way line, run S 19°25'14" E; a distance of 503.16 feet to a point of curvature of a non-tangent curve, concave southerly, having a radius of 530.00 feet and a central angle of 43°14'08"; thence, on a chord bearing of S 60°52'56" E, run 399.94 feet along the arc of said curve to a point on the aforementioned westerly right-of-way-line of Westwood Boulevard; said point lying on a curve, concave southeasterly, having a radius of 1003.00 feet; thence, on a chord bearing of S 36°22'57" W, run 502.66 feet along the arc of said curve through a central angle of 28°42'51" to the POINT OF BEGINNING.

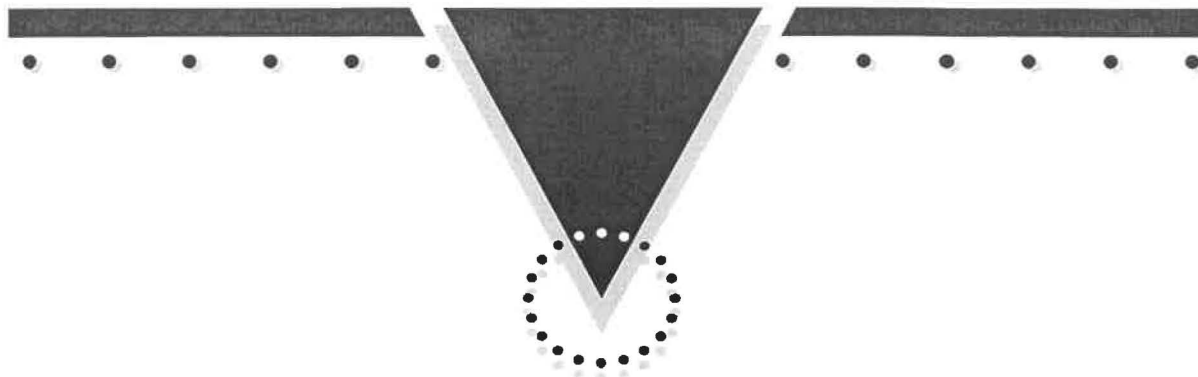
Containing 20.001 acres more or less and being subject to any rights-of-way, restrictions and easements of record.

Exhibit B
FY 2020/2021 Budget

SECTION VII

SECTION C

SECTION 1



Westwood/OCC
Community Development District

Unaudited Financial Reporting

June 30, 2020



TABLE OF CONTENTS

1	<u>BALANCE SHEET</u>
2	<u>GENERAL FUND INCOME STATEMENT</u>
3	<u>MONTH TO MONTH</u>
4	<u>DEVELOPER CONTRIBUTION SCHEDULE</u>

WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
June 30, 2020

	<u>General Fund</u>
<u>ASSETS:</u>	
CASH	\$6,831
DUE FROM DEVELOPER	\$4,283
TOTAL ASSETS	<u>\$11,115</u>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$4,361
<u>FUND EQUITY:</u>	
FUND BALANCES:	
UNASSIGNED	\$6,753
TOTAL LIABILITIES & FUND EQUITY	<u>\$11,115</u>

WESTWOOD/OCC

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
<u>REVENUES:</u>				
DEVELOPER CONTRIBUTIONS	\$101,918	\$76,439	\$38,408	(\$38,030)
TOTAL REVENUES	\$101,918	\$76,439	\$38,408	(\$38,030)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISORS FEES	\$12,000	\$9,000	\$1,000	\$8,000
FICA EXPENSE	\$918	\$689	\$61	\$627
ENGINEERING	\$12,000	\$9,000	\$0	\$9,000
ATTORNEY	\$25,000	\$18,750	\$3,944	\$14,806
MANAGEMENT FEES	\$35,000	\$26,250	\$26,250	(\$0)
INFORMATION TECHNOLOGY	\$2,400	\$1,800	\$900	\$900
TELEPHONE	\$300	\$225	\$13	\$212
POSTAGE	\$1,000	\$750	\$42	\$708
INSURANCE	\$5,500	\$5,500	\$5,000	\$500
PRINTING & BINDING	\$1,000	\$750	\$242	\$508
LEGAL ADVERTISING	\$5,000	\$3,750	\$801	\$2,949
OTHER CURRENT CHARGES	\$1,000	\$750	\$0	\$750
OFFICE SUPPLIES	\$625	\$469	\$42	\$427
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
TOTAL EXPENDITURES	\$101,918	\$77,857	\$38,471	\$39,386
EXCESS REVENUES (EXPENDITURES)	\$0		(\$63)	
FUND BALANCE - Beginning	\$0		\$6,816	
FUND BALANCE - Ending	\$0		\$6,753	

WESTWOOD/OCC
Community Development District

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
REVENUES:													
DEVELOPER CONTRIBUTIONS	\$9,349	\$5,390	\$3,018	\$3,439	\$3,229	\$3,196	\$3,483	\$3,020	\$4,283	\$0	\$0	\$0	\$38,408
TOTAL REVENUES	\$9,349	\$5,390	\$3,018	\$3,439	\$3,229	\$3,196	\$3,483	\$3,020	\$4,283	\$0	\$0	\$0	\$38,408
EXPENDITURES:													
ADMINISTRATIVE:													
SUPERVISOR FEES	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
FICA EXPENSE	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ATTORNEY	\$2,197	\$92	\$75	\$163	\$174	\$463	\$781	\$0	\$0	\$0	\$0	\$0	\$3,944
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$26,250
INFORMATION TECHNOLOGY	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$900
TELEPHONE	\$7	\$7	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13
POSTAGE	\$5	\$11	\$1	\$1	\$3	\$4	\$3	\$1	\$15	\$0	\$0	\$0	\$42
INSURANCE	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
PRINTING & BINDING	\$49	\$138	\$0	\$2	\$47	\$2	\$1	\$2	\$0	\$0	\$0	\$0	\$242
LEGAL ADVERTISING	\$0	\$0	\$253	\$0	\$0	\$0	\$0	\$0	\$549	\$0	\$0	\$0	\$801
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$20	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
TOTAL EXPENDITURES	\$10,470	\$3,284	\$3,345	\$3,183	\$4,302	\$3,485	\$3,802	\$3,020	\$3,580	\$0	\$0	\$0	\$38,471
EXCESS REVENUES (EXPENDITURES)	(\$1,121)	\$2,106	(\$328)	\$256	(\$1,072)	(\$289)	(\$319)	\$0	\$703	\$0	\$0	\$0	(\$63)

WESTWOOD/OCC
Community Development District
Developer Contributions/Due from Developer

Funding Request #	Prepared Date	Payment Received Date	Check Amount	Total Funding Request	General Fund Portion (19)	General Fund Portion (20)	Due from Capital	Over and (short) Balance Due
1	7/26/19	9/19/19	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00	\$ -	\$ -	\$ -
2	8/31/19	9/19/19	\$ 3,562.57	\$ 3,562.57	\$ 3,562.57	\$ -	\$ -	\$ -
3	9/25/19	10/16/19	\$ 14,464.49	\$ 14,464.49	\$ 9,464.49	\$ 5,000.00	\$ -	\$ -
1	10/31/19	12/31/19	\$ 6,576.92	\$ 6,576.92	\$ 2,227.50	\$ 4,349.42	\$ -	\$ -
2	11/27/19	12/31/19	\$ 5,594.05	\$ 5,594.05	\$ -	\$ 5,390.05	\$ 204.00	\$ -
3	12/14/19	12/31/19	\$ 3,017.73	\$ 3,017.73	\$ -	\$ 3,017.73	\$ -	\$ -
4	1/31/20	2/18/20	\$ 3,589.22	\$ 3,589.22	\$ -	\$ 3,439.22	\$ 150.00	\$ -
5	2/26/20	3/19/20	\$ 10,801.97	\$ 10,801.97	\$ -	\$ 3,229.47	\$ 7,572.50	\$ -
6	3/30/20	5/19/20	\$ 4,293.53	\$ 4,293.53	\$ -	\$ 3,196.03	\$ 1,097.50	\$ -
7	4/29/20	5/19/20	\$ 4,938.18	\$ 4,938.18	\$ -	\$ 3,483.18	\$ 1,455.00	\$ -
8	5/16/20	6/2/20	\$ 3,019.60	\$ 3,019.60	\$ -	\$ 3,019.60	\$ -	\$ -
9	6/30/20			\$ 4,283.40	\$ -	\$ 4,283.40	\$ -	\$ 4,283.40
Due from Developer			\$ 73,608.26	\$ 77,891.66	\$ 29,004.56	\$ 38,408.10	\$ 10,479.00	\$ 4,283.40

Total Developer Contributions FY20

\$ 38,408.10

SECTION 2

Westwood/OCC

Community Development District

FY20 Funding Request #9
June 30, 2020

Payee		General Fund	
1	Governmental Management Services-CF, LLC Inv# 13 - Management Fees - June 2020	\$	3,031.70
2	Hopping, Green & Sams Inv# 114825 - General Counsel - April 2020	\$	390.50
3	Supervisor Fees June 9, 2020		
	Andrew GorriII	\$	215.30
	RandalI Greene	\$	215.30
	Dewitt Holt III	\$	215.30
	Duane Owen	\$	215.30
		\$	4,283.40
		Total:	\$ 4,283.40

Please make check payable to:

Westwood/OCC Community Development District
1408 Hamlin Avenue, Unit E
St. Cloud, FL 34771

GMS-Central Florida, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 13
Invoice Date: 6/1/20
Due Date: 6/1/20
Case:
P.O. Number:

Bill To:
Westwood OCC CDD
219 E. Livingston St.
Orlando, FL 32801

#1

Vendor 1 Ho				
Description	001-310-519	Hours/Qty	Rate	Amount
Management Fees - June 2020	001-310-51300-34000		2,916.67	2,916.67
Information Technology - June 2020	001-310-51300-35100		100.00	100.00
Office Supplies	001-310-51300-51000		0.06	0.06
Postage	001-310-51300-42000		14.82	14.82
Copies	001-310-51300-42500		0.15	0.15

RECEIVED

JUN 12 2020

BY:_____

RECEIVED
JUN 1 2 2020

BY:_____

Total \$3,031.70

Payments/Credits \$0.00

Balance Due \$3,031.70

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500



STATEMENT

May 22, 2020

Westwood/OCC CDD
Governmental Management Services-Central FL, LLC
c/o George Flint
1408 Hamlin Avenue, Unit E
St. Cloud, FL 34771

Bill Number 114825
Billed through 04/30/2020

#3
#3rd
310 33-313

601-210-51300-31500

General Counsel
WOCDD 00001 MCE

FOR PROFESSIONAL SERVICES RENDERED

04/02/20	APA	Prepare budget documents regarding fiscal year 2020/2021.	0.80 hrs
04/06/20	MKR	Prepare budget documents.	0.30 hrs
04/16/20	APA	Prepare COVID-19 updates to budget documents regarding fiscal year 2020/2021.	0.40 hrs
04/28/20	APA	Update district budget and election charts.	0.20 hrs
04/30/20	MCE	Monitor COVID-19 matters affecting district meetings and administration.	0.30 hrs
Total fees for this matter			\$390.50

MATTER SUMMARY

Papp, Annie M. - Paralegal	1.40 hrs	145 /hr	\$203.00
Eckert, Michael C.	0.30 hrs	375 /hr	\$112.50
Rigoni, Michelle K.	0.30 hrs	250 /hr	\$75.00

TOTAL FEES \$390.50

TOTAL CHARGES FOR THIS MATTER \$390.50

BILLING SUMMARY

Papp, Annie M. - Paralegal	1.40 hrs	145 /hr	\$203.00
Eckert, Michael C.	0.30 hrs	375 /hr	\$112.50
Rigoni, Michelle K.	0.30 hrs	250 /hr	\$75.00

TOTAL FEES \$390.50

TOTAL CHARGES FOR THIS BILL \$390.50

the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million (1990–1999) and the number of people in the private sector has increased by 1.2 million (1990–1999).

There is a growing emphasis on the need to improve the quality of care and services provided by the public sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the public sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the public sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the public sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the private sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the private sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the private sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the private sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the voluntary sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the voluntary sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the voluntary sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the voluntary sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the independent sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the independent sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the independent sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the independent sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the social enterprise sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the social enterprise sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the social enterprise sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the social enterprise sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the community sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the community sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the community sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the community sector.

There is a growing emphasis on the need to improve the quality of care and services provided by the third sector. This has led to a number of initiatives, including the introduction of the Health Care Act 1999, the introduction of the NHS Constitution, and the introduction of the NHS Performance Framework. These initiatives have led to a number of changes in the way that the third sector is run, including the introduction of new management structures, the introduction of new performance measures, and the introduction of new funding mechanisms. These changes have led to a number of improvements in the quality of care and services provided by the third sector, including improvements in patient safety, improvements in patient satisfaction, and improvements in the efficiency of the third sector.

Westwood/OCC
Community Development District

FY20 Funding Request #10
July 24, 2020

Payee		General Fund
1	Governmental Management Services-CF, LLC Inv# 14 - Management Fees - July 2020	\$ 3,060.98
2	Orlando Sentinel Inv# 022019787000 - Notice of Meeting - June 2020	\$ 548.76
		\$ 3,609.74
Total:		\$ 3,609.74

Please make check payable to:

Westwood/OCC Community Development District
1408 Hamlin Avenue, Unit E
St. Cloud, FL 34771

GMS-Central Florida, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 14
Invoice Date: 7/1/20
Due Date: 7/1/20
Case:
P.O. Number:

Bill To:
Westwood OCC CDD
219 E. Livingston St.
Orlando, FL 32801

#1

Description	Hours/Qty	Rate	Amount
Management Fees - July 2020 001-310-51300 - 34000		2,916.67	2,916.67
Information Technology - July 2020 001-310-51300 - 35100		100.00	100.00
Office Supplies 001-310-51300 - 51000		12.56	12.56
Postage 001-310-51300 - 42000		1.30	1.30
Copies 001-310-51300 - 42500		30.45	30.45
Total			\$3,060.98
Payments/Credits			\$0.00
Balance Due			\$3,060.98

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Orlando Sentinel

Published Daily
ORANGE County, Florida

State Of Illinois
County Of Cook

Before the undersigned authority personally appeared Jeremy Gates, who on oath says that he or she is an Advertising Representative of the ORLANDO SENTINEL, a DAILY newspaper published at the ORLANDO SENTINEL in ORANGE County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter of 11150-Public Hearing Notice, in the matter of Board Meeting 6/9/2020, 10am was published in said newspaper in the issues of Jun 02, 2020.

Affiant further says that the said ORLANDO SENTINEL is a newspaper Published in said ORANGE County, Florida, and that the said newspaper has heretofore been continuously published in said ORANGE County, Florida, each day and has been entered as periodicals matter at the post office in ORANGE County, Florida, in said ORANGE County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

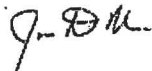


Jeremy Gates

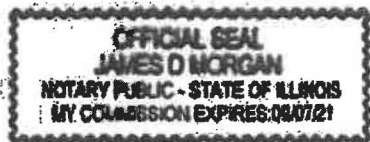
Signature of Affiant

Name of Affiant

Sworn to and subscribed before me on this 8 day of June, 2020,
by above Affiant, who is personally known to me (X) or who has produced identification ().



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped

Sold To:
Westwood/OCC CDD - CU80057447
219 E. Livingston Street
Orlando, FL, 32801

Bill To:
Westwood/OCC CDD - CU80057447
219 E. Livingston Street
Orlando, FL, 32801

6687518

Orlando Sentinel

NOTICE OF REGULAR BOARD OF SUPERVISORS MEETING FOR WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the Board of Supervisors ("Board") of the Westwood/OCC Community Development District ("District") will hold a regular meeting of the Board of Supervisors on Tuesday, June 9, 2020 at 10:00 a.m. to be conducted by the following means of communications media technology: Zoom Video Communications (URL: zoom.us).

Currently there is in place federal, state, and local emergency declarations ("Declarations"). In the event the Declarations remain in effect and if future orders or declarations so authorize, the meeting will be conducted remotely, using communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020 (as extended by Executive Order 20-112), as such orders may be extended, respectively, and pursuant to Section 170.54(5)(b)2, Florida Statutes. If conditions allow the meeting to occur in person, the meeting will be held at the offices of GAAS-CF, LLC, 219 E. Livingston Street, Orlando, FL 32801. Information regarding participation in any remote hearing may be found at the District's website www.westwoodocc.com or by contacting the District Manager at 407-841-5524.

Anyone wishing to participate in the meeting telephonically on the above date and time must call (407) 876-9923 and when prompted, enter meeting ID: 920 5144 7150 or via computer at <https://zoom.us/j/92051447150>. Additional information regarding this meeting may be obtained from the District's website www.westwoodocc.com or by contacting the District Manager, George Flint, at gflint@smack.com or by calling 407-841-5524. The meeting is being held for the necessary public purpose of consideration of the Fiscal Year 2021 proposed budget, procedural resolutions and ratification of agreements. At such time the Board is so authorized and may consider any business that may properly come before it.

While it may be necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at gflint@smack.com by Monday, June 8, 2020 at 10:00 a.m. in advance of the meeting to facilitate the Board's consideration and/or discussion of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling 407-841-5524 by the same time noted above.

A copy of the agenda may be obtained from the District's website www.westwoodocc.com or by contacting the District Manager as provided above, and by providing a telephone and email address during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date.

Orlando Sentinel

time, and place to be specified on the record of such meeting.

Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

George S. Flint
Governmental Management Services -
Central Florida, LLC
District Manager

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SECTION 3

**NOTICE OF MEETINGS
WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Westwood/OCC Community Development District* will hold its regularly scheduled public meetings for the **Fiscal Year 2021** at the Offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, FL 32801, at 10:00 a.m. on the second Tuesday of the month as follows:

October 13, 2020
November 10, 2020
December 8, 2020
January 12, 2021
February 9, 2021
March 9, 2021
April 13, 2021
May 11, 2021
June 8, 2021
July 13, 2021
August 10, 2021
September 14, 2021

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained by contacting the office of the District Manager at 219 E. Livingston Street, Orlando, Florida 32801, (407) 841-5524.

A meeting may be continued to a date, time and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors, staff or other individuals will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

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

George S. Flint
Governmental Management Services – Central Florida, LLC
District Manager

AUDIT COMMITTEE MEETING

SECTION III

SECTION A

**WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Annual Audit Services for Fiscal Year 2020
Orange County, Florida

INSTRUCTIONS TO PROPOSE

SECTION 1. DUE DATE. Sealed proposals must be received no later than **Friday, August 28, 2020, at 2:00 P.M.**, at the offices of District Manager, located at 219 E. Livingston Street, Orlando, FL 32801. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relive it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit seven (7) copies and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services - Westwood/OCC Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2020, 2021, 2022, 2023 and 2024. The District intends to enter into five (5) separate one-year agreements.
- E. Provide a proposed schedule for performance of audit.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.* (20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.* (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.* (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price.* (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

SECTION B

**WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Westwood/OCC Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2020, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Orange County and has a general administrative operating fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 219 E. Livingston Street, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside "**Auditing Services - Westwood/OCC Community Development District.**" Proposals must be received by **Friday, August 28, 2020, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint
Governmental Management Services - Central Florida, LLC
District Manager