

*Westwood/OCC Community
Development District*

Agenda

September 8, 2020

AGENDA

Westwood/OCC

Community Development District

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

September 1, 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, September 8, 2020 at 10:00 a.m. via Zoom: <https://zoom.us/j/93571480940>**. Following is the advance agenda for the meeting:

Audit Committee Meeting

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the August 11, 2020 Meeting
4. Tally of Audit Committee Member Rankings and Selection of Auditor
5. Adjournment

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the August 11, 2020 Meeting
4. Acceptance of Audit Committee Recommendation and Selection of #1 Ranked Firm to Provide Auditing Services
5. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet and Income Statement
 - ii. Ratification of Funding Requests #11 - #12
6. Supervisor's Requests
7. Adjournment

The second order of business of the Audit Committee Meeting is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Committee as reflected on the agenda, and any other items. The third order of business is the approval of the minutes from the August 11, 2020 meeting. The minutes are enclosed for your review. The fourth order of business is the tally of the audit committee members rankings and selection of an auditor. Rankings from all audit committee members will be tallied at the meeting to develop an overall audit committee ranking. The RFP responses have been provided separately and the tally sheet has been enclosed in your agenda package.

The second order of business of the Board of Supervisors meeting 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 August 11, 2020 meeting. The minutes are enclosed for your review.

The fourth order of business is the acceptance of the Audit Committee recommendation and selection of the #1 ranked firm to provide auditing services. There is no back-up material available.

The fifth 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 #11 - #12. The funding requests and supporting invoices are enclosed for your review.

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

AUDIT COMMITTEE MEETING

MINUTES

MINUTES OF MEETING
WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT

An Audit Committee meeting of the Westwood/OCC Community Development District was held Tuesday, August 11, 2020 at 10:10 a.m. via Zoom Teleconference.

Present were:

Randall Greene	Chairman
Duane Owen	
Dutch Holt	
Andrew Gorrill	
George Flint	
Michael Eckert	
Rey Malavè	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order at 11:00 a.m. Four members were attending.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: There are no members of the public present to provide comment, so we will move on to the next item.

THIRD ORDER OF BUSINESS

Audit Services

A. Approval of Request for Proposals and Selection Criteria

Mr. Flint: This is approval for the request for proposals and the selection criteria. I think we need to modify this because we are going to need to do an audit for Fiscal Year 2019. So, my recommendation is to approve the RFP subject to modification to incorporate Fiscal Year 2019 into the scope of work. We also have the selection criteria attached. These are the standard forms you are required to use, however you can exclude price as a factor if you choose to or include it. We always have the price included as one of the factors. You can also change the weighting of each factor. This is a standard form for criteria that we've used in the past. If you have any questions, we can discuss those.

On MOTION by Mr. Greene, seconded by Mr. Holt, with all in favor, Request for Proposals and Selection Criteria Subject to Incorporating FY19, was approved.

B. Approval of Notice of Request for Proposals for Audit Services

Mr. Flint: We also have the form of the notice that will be advertised in the Orlando Sentinel. There's only a handful of firms that do a majority of the audits in the State. We don't just rely on the notice we also mail it to the five or so auditors that are most active. Any questions on the notice?

On MOTION by Mr. Holt, seconded by Mr. Gorrill, with all in favor, the Notice of Request for Proposals for Audit Services, was approved.

C. Public Announcement of Opportunity to Provide Audit Services

Mr. Flint: We are publicly announcing the opportunity for qualified auditing firms to solicit proposals according to the RFP in the agenda package.

FOURTH ORDER OF BUSINESS

Adjournment

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

SECTION IV

Westwood/OCC CDD Auditor Selection

	Ability of Personnel (20 pts)	Proposer's Experience (20 pts)	Understanding of Scope of Work (20 pts)	Ability to Furnish the Required Services (20 pts)	Price (20 pts)	Total Points Earned	Ranking (1 being highest)
Berger, Toombs, Elam, Gaines & Frank					FY2020 - \$3,250 FY2021 - \$3,350 FY2022 - \$3,475 FY2023 - \$3,550 FY2024 - \$3,550		
Carr, Riggs & Ingram					FY2020 - \$5,000 FY2021 - \$5,000 FY2022 - \$5,000 FY2023 - \$5,000 FY2024 - \$5,000		
Grau & Associates					FY2020 - \$2,800 FY2021 - \$2,900 FY2022 - \$3,000 FY2023 - \$3,100 FY2024 - \$3,200		

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, August 11, 2020 at 10:00 a.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: There is no public here to provide comments.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 9, 2020 Meeting

Mr. Flint: You have approval of the minutes of the May 9, 2019 meeting. Did the Board have any comments or corrections? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, the Minutes of the May 9, 2019 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

Mr. Flint: Could I have a motion to open the Public Hearing please?

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Opening the Public Hearing, was approved.

A. Consideration of Resolution 2020-07 Adopting Fiscal Year 2021 Budget and Relating to the Annual Appropriations

Mr. Flint: For the record there is no members of the public to provide comment, so we will bring it back to the Board. You approved the proposed budget in the spring, and set the date, place, and time for today for the Public Hearing for final consideration. The performed the required notices and the budget was sent to Orange County and the city of Orlando as required by statute. Attached to the resolution as Exhibit 'A' is the budget. The budget contemplates the District would operate on a Budget Funding Agreement. The Developer would only pay for the actual cost. Are there any questions on the budget? Hearing none,

On MOTION by Mr. Holt, seconded by Mr. Greene, with all in favor, the Resolution 2020-07 Adopting Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

Mr. Flint: Could I have a motion to Close the Public Hearing please?

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

FIFTH ORDER OF BUSINESS**Consideration of Fiscal Year 2020-21 Developer Funding Agreement**

Mr. Flint: Next is the Funding Agreement that goes along with the budget you just approved. The District will be operating under a Developer Funding Agreement. The Agreement will be between Westwood/OCC CDD and DCS Real Estate Investments VI, LLC. It's the same form of agreement that was approved previously in the Organizational meeting when the District was formed. Are there any questions on Developer Funding Agreement?

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Fiscal Year 2020-21 Developer Funding Agreement with DCS Real Estate Investments, LLC, was approved.

SIXTH ORDER OF BUSINESS**Appointment of Audit Committee and Chairman**

Mr. Flint: Next is appointment of an Audit Committee and designation of Chairman. We are required to have an annual independent audit under Chapter 190. The process involves appointing an Audit Committee and designation of Chair of the Audit Committee. We recommend the Board appoint themselves as the committee and one of the Board members as the Chair. There

is the ability to appoint non-Board members, I think you have to have some member of the Board on the Committee. After this meeting we will have an Audit Committee meeting where you would approve the RFP and select the criteria and the form of the notice and we would advertise that for proposals. At a future meeting the Audit Committee would review and rank and recommend that selection to the Board. You do not have an audit for 2019 because the District was formed at the end of the fiscal year, but we will have to have an audit for this fiscal year. We will do a combined FY19 and FY20 audit and will be asking for pricing going forward.

On MOTION by Mr. Greene, seconded by Mr. Holt, with all in favor, Appointment of the Board as the Audit Committee and Mr. Greene as Chairman, was approved.

SEVENTH 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 from you on Engineering?

Mr. Malavè: No, Nothing to report.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: The Board has the unaudited financials through June 30th. There is no action required. If the Board has any questions we can discuss those.

ii. Ratification of Funding Request #9 - #10

Mr. Flint: We have funding requests #9 through #10. Those are in your agenda package. Those are for \$4,283 and #10 is for \$3,619.74. Any questions on the Funding Request?

On MOTION by Mr. Greene, seconded by Mr. Holt, with all in favor, Funding Requests #9 and #10, were ratified.

iii. Approval of Fiscal Year 2021 Meeting Schedule

Mr. Flint: The Board is required to adopt an annual meeting schedule. We've prepared a proposal with the date, place, and time that you are currently meeting on the second Tuesday at

10:00 a.m.at the same location. If there is no business, we can cancel. This just gives us the flexibility to meet monthly if we need to. However you can modify this and reduce the number of meetings, change the dates, however you'd like to proceed. If you are comfortable with the same practice of the second Tuesday at 10:00 a.m., approving this notice would be in order.

On MOTION by Mr. Holt, seconded by Mr. Greene, with all in favor, the Fiscal Year 2021 Meeting Schedule, was approved.

EIGHT ORDER OF BUSINESS

Supervisors' Requests

Mr. Flint: Were there any Supervisor requests or anything we need to discuss? If not, we will have the Audit Committee meeting right after this.

NINTH ORDER OF BUSINESS

Adjournment

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

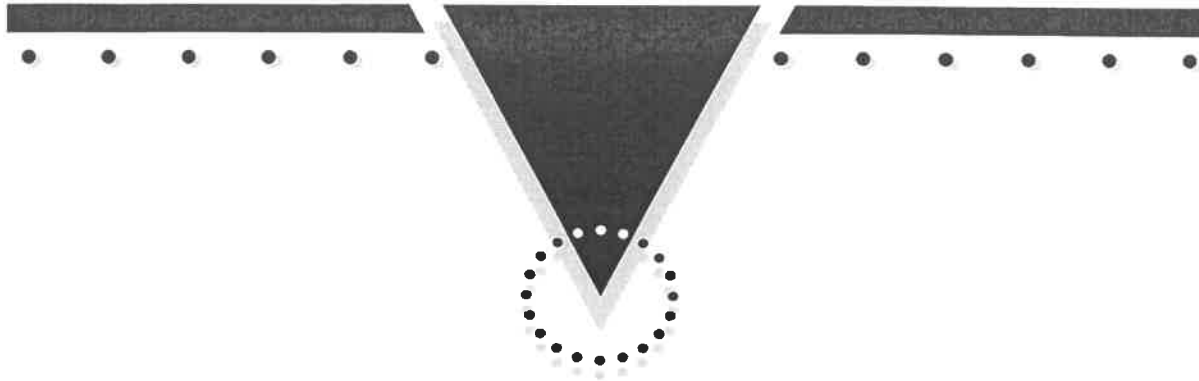
Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION V

SECTION C

SECTION 1



**Westwood/OCC
Community Development District**

**Unaudited Financial Reporting
August 31, 2020**



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1	<u>BALANCE SHEET</u>
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3	<u>MONTH TO MONTH</u>
4	<u>DEVELOPER CONTRIBUTION SCHEDULE</u>

WESTWOOD/OCC
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
August 31, 2020

	<u>General Fund</u>
<u>ASSETS:</u>	
CASH	\$3,194
DUE FROM DEVELOPER	\$14,836
TOTAL ASSETS	<u><u>\$18,030</u></u>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$10,953
<u>FUND EQUITY:</u>	
FUND BALANCES:	
UNASSIGNED	\$7,077
TOTAL LIABILITIES & FUND EQUITY	<u><u>\$18,030</u></u>

WESTWOOD/OCC

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending August 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 8/31/20	ACTUAL THRU 8/31/20	VARIANCE
<u>REVENUES:</u>				
DEVELOPER CONTRIBUTIONS	\$101,918	\$93,425	\$48,961	(\$44,464)
TOTAL REVENUES	\$101,918	\$93,425	\$48,961	(\$44,464)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISORS FEES	\$12,000	\$11,000	\$2,600	\$8,400
FICA EXPENSE	\$918	\$842	\$153	\$689
ENGINEERING	\$12,000	\$11,000	\$240	\$10,760
ATTORNEY	\$25,000	\$22,917	\$4,761	\$18,156
MANAGEMENT FEES	\$35,000	\$32,083	\$32,083	(\$0)
INFORMATION TECHNOLOGY	\$2,400	\$2,200	\$1,100	\$1,100
TELEPHONE	\$300	\$275	\$13	\$262
POSTAGE	\$1,000	\$917	\$46	\$871
INSURANCE	\$5,500	\$5,500	\$5,000	\$500
PRINTING & BINDING	\$1,000	\$917	\$276	\$641
LEGAL ADVERTISING	\$5,000	\$4,583	\$2,198	\$2,385
OTHER CURRENT CHARGES	\$1,000	\$917	\$0	\$917
OFFICE SUPPLIES	\$625	\$573	\$55	\$518
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
TOTAL EXPENDITURES	\$101,918	\$93,898	\$48,700	\$45,198
EXCESS REVENUES (EXPENDITURES)	\$0		\$261	
FUND BALANCE - Beginning	\$0		\$6,816	
FUND BALANCE - Ending	\$0		\$7,077	

WESTWOOD/OCC Community Development District

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
REVENUES:													
DEVELOPER CONTRIBUTIONS	\$9,349	\$5,350	\$3,018	\$3,439	\$3,229	\$3,196	\$3,483	\$3,020	\$4,283	\$3,610	\$6,943	\$0	\$48,961
TOTAL REVENUES	\$9,349	\$5,350	\$3,018	\$3,439	\$3,229	\$3,196	\$3,483	\$3,020	\$4,283	\$3,610	\$6,943	\$0	\$48,961
EXPENDITURES:													
ADMINISTRATIVE:													
SUPERVISOR FEES	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$800	\$800	\$0	\$2,600
FICA EXPENSE	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$46	\$46	\$0	\$153
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240	\$0	\$0	\$0	\$240
ATTORNEY	\$2,197	\$92	\$75	\$163	\$174	\$463	\$391	\$0	\$660	\$547	\$0	\$0	\$4,761
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$32,083
INFORMATION TECHNOLOGY	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	\$1,100
TELEPHONE	\$7	\$7	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13
POSTAGE	\$5	\$11	\$1	\$1	\$3	\$4	\$3	\$1	\$15	\$1	\$3	\$0	\$46
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	\$30	\$3	\$0	\$276
LEGAL ADVERTISING	\$0	\$0	\$253	\$0	\$0	\$0	\$0	\$0	\$549	\$1,397	\$0	\$0	\$2,198
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	\$13	\$0	\$0	\$55
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	\$3,411	\$3,020	\$4,480	\$5,851	\$3,869	\$0	\$48,700
EXCESS REVENUES (EXPENDITURES)	(\$1,121)	\$2,106	(\$328)	\$256	(\$1,072)	(\$1,891)	\$72	\$0	(\$197)	(\$2,241)	\$3,074	\$0	\$261

WESTWOOD JOCC
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)	General Fund Portion (21)	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	\$ -	\$ 5,590.05	\$ -	\$ 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	\$ -	\$ -	\$ 4,283.40
10	7/24/20		\$ 3,609.74	\$ 3,609.74	\$ -	\$ 3,609.74	\$ -	\$ -	\$ 3,609.74
11	8/25/20		\$ 6,942.94	\$ 6,942.94	\$ -	\$ 6,942.94	\$ -	\$ -	\$ 6,942.94
12	8/31/20		\$ 5,251.00	\$ 5,251.00	\$ -	\$ -	\$ 5,251.00	\$ -	\$ 5,251.00
Due from Developer				\$ 73,608.26	\$ 29,004.56	\$ 48,960.78	\$ 5,251.00	\$ 30,479.00	\$ 20,087.08
Total Developer Contributions FY20				\$ 48,960.78					

SECTION 2

Westwood/OCC
Community Development District

FY20 Funding Request #11
August 25, 2020

Payee		General Fund
1	Dewberry Engineers, Inc. Inv# 1852681 - Professional Services - June 2020	\$ 240.00
2	Governmental Management Services-CF, LLC Inv# 15 - Management Fees - August 2020	\$ 3,022.62
3	Hopping, Green & Sams Inv# 116655 - General Counsel - May 2020	\$ 1,207.00
4	Orlando Sentinel Inv# 023211782000 - Notice of Budget/VOVID-19/Board Meeting - July 2020	\$ 1,396.82
5	Supervisor Fees August 11, 2020 Andrew Gorriil Randall Greene Thomas Franklin Dewitt Holt III Duane Owen	\$ 215.30 \$ 215.30 \$ 215.30 \$ 215.30 \$ 215.30
		\$ 6,942.94
Total:		\$ 6,942.94

Please make check payable to:

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

INVOICE



Dewberry

Please remit to: DEWBERRY ENGINEERS INC.
P.O. Box 821824
Philadelphia, PA 19182-1824
(703)849-0100 TIN: 13-0746510

Bill To: WESTWOOD/OCC CDD
135 W. CENTRAL BLVD, SUITE 320
ORLANDO FL 32801

RECEIVED
JUL 27 2020
BY: _____

Invoice #: 1852681
Invoice Date: 7/13/2020
Due Date: 8/12/2020
Client #: 325345
Contract #: 50119132
Batch #: 2967934

Dewberry Project: 50119131 Westwood OCC CDD Master
Master agreement

na

Work Performed Thru Period Ending 6/26/2020

Job: 50119132 Westwood/OCC CDD WA#1

TIME & MATERIAL BILLING

Task ID

Task Description

T001

GENERAL ENGINEERING SERVICES

Description

ENGINEER IX

Prev Amount Billed \$ 8,625.00

CURRENT PERIOD BILLING

Hours	Rate	Amount
1.00	240.000	\$ 240.00
TOTAL HOURLY LABOR	1.00	\$ 240.00
TOTAL FOR T001		\$ 240.00

TOTAL FOR JOB: 50119132 \$ 240.00

TOTAL INVOICE AMOUNT DUE \$ 240.00
BY 8/12/2020

Please Reference Invoice Number with Payment

001-310 = 51300 - 31100

This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.
REINARDO MALAVE DAVILA

Dewberry complies with Section 202 of Executive Order 11246 as amended by Executive Order 11375.



50119132

Westwood/OCC CDD WA#1

start_date	end_date	emp_id	fullname	cost_code	description	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
6/6/2020	6/12/2020	220389	MALAVE DAVILA, REINARD	T0010000	General Engineering Services- Board meeting	0	0	0	1	0	0	0	1

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

Invoice

Invoice #: 15
Invoice Date: 8/1/20
Due Date: 8/1/20
Case:
P.O. Number:

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

V#1
hd

Description	Hours/Qty	Rate	Amount
Management Fees - August 2020 001-310-51300-34000		2,916.67	2,916.67
Information Technology - August 2020 001-310-51300-35000		100.00	100.00
Office Supplies 001-310-51300-51000		0.15	0.15
Postage 001-310-51300-42000		2.50	2.50
Copies 001-310-51300-42500		3.30	3.30
Total			\$3,022.62
Payments/Credits			\$0.00
Balance Due			\$3,022.62

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

August 10, 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 116655
Billed through 07/31/2020

General Counsel
WOCDD 00001 MCE

FOR PROFESSIONAL SERVICES RENDERED

06/03/20	MKR	Prepare fiscal year 2020-2021 budget approval resolution.	0.30 hrs
06/04/20	APA	Analyze agenda package; prepare agenda memorandum.	1.00 hrs
06/06/20	MKR	Review draft meeting minutes and provide comments.	0.30 hrs
06/08/20	MCE	Prepare for board meeting.	0.20 hrs
06/09/20	MCE	Prepare for and attend board meeting.	0.50 hrs
06/11/20	MKR	Research status regarding website services agreement.	0.30 hrs
06/26/20	SSW	Review Executive Order 20-150 regarding extension of waiver of physical quorum requirement for local government public meetings; prepare and circulate correspondence to district manager regarding same.	0.10 hrs
07/02/20	MCE	Review bills approved and vetoed by Governor; determine changes to rules as a result, if any.	0.20 hrs
07/07/20	MKR	Research status regarding budget documents.	0.10 hrs
07/08/20	APA	Prepare updates to budget documents regarding fiscal year 2020/2021.	0.30 hrs
07/09/20	MKR	Revise budget hearing notice and budget adoption resolution.	0.40 hrs
07/09/20	APA	Update budget documents regarding fiscal year 2020/2021; update district chart.	0.40 hrs
07/10/20	MCE	Prepare budget funding agreement.	0.20 hrs
07/10/20	APA	Prepare updates to budget funding agreement regarding fiscal year 2020/2021.	0.40 hrs
07/31/20	MCE	Review audit issues; confer with Flint.	0.30 hrs
Total fees for this matter			\$1,207.00

MATTER SUMMARY

Papp, Annie M. - Paralegal	2.10 hrs	145 /hr	\$304.50
Eckert, Michael C.	1.40 hrs	375 /hr	\$525.00
Rigoni, Michelle K.	1.40 hrs	250 /hr	\$350.00
Warren, Sarah S.	0.10 hrs	275 /hr	\$27.50

TOTAL FEES	\$1,207.00
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TOTAL CHARGES FOR THIS MATTER	\$1,207.00
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BILLING SUMMARY

Papp, Annie M. - Paralegal	2.10 hrs	145 /hr	\$304.50
Eckert, Michael C.	1.40 hrs	375 /hr	\$525.00
Rigoni, Michelle K.	1.40 hrs	250 /hr	\$350.00
Warren, Sarah S.	0.10 hrs	275 /hr	\$27.50

TOTAL FEES	\$1,207.00
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TOTAL CHARGES FOR THIS BILL	\$1,207.00
------------------------------------	-------------------

Please include the bill number with your payment.

Invoice & Summary

Billed Account Name: Westwood/Occ Cdd
Billed Account Number: CU80057447
Invoice Number: 023211782000
Amount: \$1,396.82
Billing Period: 07/01/20 - 07/31/20
Due Date: 08/30/20

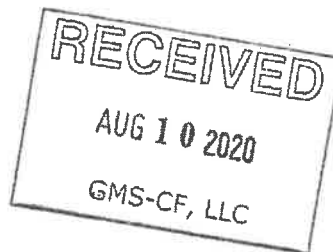


INVOICE/SUMMARY

Page 1 of 2

Invoice & Summary Details

Date	trunc Reference #	Description	Ad Size/ Units	Rate	Gross Amount	Total
		Balance Forward				548.76
07/23/20		Payment Received :Ref# 23				-548.76
Current Activity						
✓ 07/21/20	OSC23211782	Classified Listings, Online				1,396.82
✓ 07/28/20		Public Hearing for 8/11				
		6722455				
		Total Current Advertising				1,396.82



Total: \$1,396.82

Account Summary

Current	1-30	31-60	61-90	91+	Unapplied Amount
1,396.82	0.00	0.00	0.00	0.00	0.00



SIGNATURE



MOTIV8

Please detach and return this portion with your payment.

Orlando Sentinel
MEDIA GROUP

PO Box 100608
Atlanta, GA 30384-0608

Remittance Section

Billed Period: 07/01/20 - 07/31/20
Billed Account Name: Westwood/Occ Cdd
Billed Account Number: CU80057447
Invoice Number: 023211782000

Return Service Requested

8129001435 PRESORT 1495 1 MB 0.436 P1C7 <8>



WESTWOOD/OCC CDD
STACIE VANDERBILT
219 E. LIVINGSTON STREET STE 320
ORLANDO FL 32801-1508

For questions regarding this billing, or change of address notification,
please contact Customer Care:

Orlando Sentinel
PO Box 100608
Atlanta, GA 30384-0608



08005744708005744703023211782 00139682 00139682 6

Orlando Sentinel

Published Daily
ORANGE County, Florida

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

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, Tuesday, August 11, 2020 was published
in said newspaper in the issues of Jul 21, 2020; Jul 28, 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.

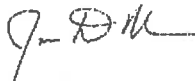


Signature of Affiant

Jeremy Gates

Name of Affiant

Sworn to and subscribed before me on this 30 day of July, 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

6722455

Orlando Sentinel

**WESTWOOD/OCC COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2020/2021
BUDGET; NOTICE OF POSSIBLE
REMOTE PROCEDURES DURING
PUBLIC HEALTH EMERGENCY
DUE TO COVID-19; AND NOTICE
OF REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Westwood/OCC Community Development District ("District") will hold a public hearing on Tuesday, August 11, 2020, at 10:00 a.m. at the offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, FL 32801, for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2020, and ending September 30, 2021 ("Fiscal Year 2020/2021"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, c/o Governmental Management Services - Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801, Phone: (407) 841-5524 ("District Manager's Office"), during normal business hours, or via the District's website, at www.westwoodocc.com.

It is anticipated that due to the current COVID-19 public health emergency, the District may conduct the public hearing and meeting by telephonic or video conferencing communications media technology, pursuant to then-effective governmental orders, including but not limited to Executive Orders 20-52 and 20-69, issued by Governor DeSantis, as extended and supplemented, and pursuant to Section 120.54(5)(b)2., Florida Statutes, that may allow the Board to convene via such communication methods at the above stated date and time.

While it may be necessary to hold the above referenced public hearing and meeting 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. To that end, anyone wishing to listen to and/or participate in the public hearing and meeting can do so telephonically at (646) 876-9923 and when prompted, enter meeting ID: 935 7148 0940 or via computer at <https://zoom.us/j/93571480940>.

Orlando Sentinel

Participants are strongly encouraged to submit questions and comments to the District Manager's Office at gflint@gmscf.com, or by calling (407) 841-5524 by Monday, August 10, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

If conditions allow the meeting and the public hearing to occur in person, the meeting and public hearing will be held at the date, time and location stated herein. The meeting and public hearing is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting and the public hearing may be continued to a date, time and place to be specified on the record at such meeting.

Any person requiring special accommodations in order to access and participate in the meeting and public hearing 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 and public hearing may 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 public hearing or meeting 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.

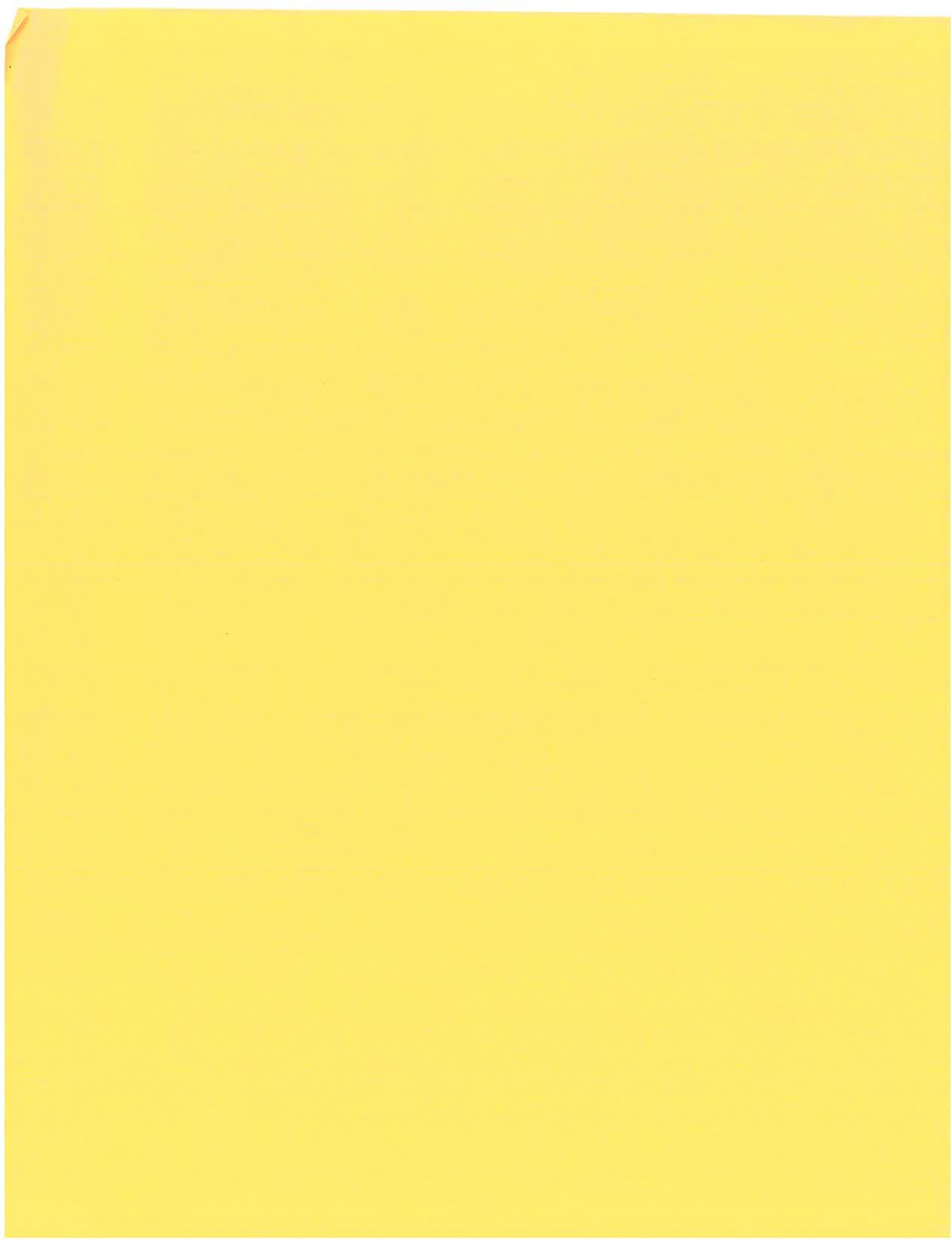
George S. Flint
Governmental Management
Services - Central Florida, LLC
District Manager

Orlando Sentinel

Visit us at www.orlandosentinel.com

OS6722455
6722455

7/21, 7/28/2020



Westwood/OCC
Community Development District

FY20 Funding Request #12
August 31, 2020

Payee		General Fund FY2021	
1	EGIS Insurance & Risk Advisors		
	Inv #11487 - FY2021 Insurance Policy	\$	5,251.00
		\$	5,251.00
		Total:	
		\$	5,251.00

Please make check payable to:

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



Westwood/OCC Community Development District
c/o Government Management Services, LLC
219 E Livingston St
Orlando, FL 32801

INVOICE

Customer	Westwood/OCC Community Development District
Acct #	974
Date	08/28/2020
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 5,251.00
Payment Amount	
Payment for:	Invoice#11487
100120444	

Thank You

Please detach and return with payment



Customer: Westwood/OCC Community Development District

Invoice	Effective	Transaction	Description	Amount
11487	10/01/2020	Renew policy	Policy #100120444 10/01/2020-10/01/2021 Florida Insurance Alliance Package - Renew policy Due Date: 8/28/2020	5,251.00
				Total
				\$ 5,251.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	sclimer@egisadvisors.com	08/28/2020