

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.
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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

RANDALL F. GREENE