

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, April 13, 2021 at 10:00 a.m. at the Offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Randall Greene	Chairman
Duane Owen	Vice Chairman
Dutch Holt <i>by phone</i>	Assistant Secretary
Andrew Gorrill <i>by phone</i>	Assistant Secretary
Thomas Franklin	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 the roll. All five Board 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 September 8, 2020
Board of Supervisors Meeting and Acceptance
of the September 8, 2020 Audit Committee
Meeting**

Mr. Flint: You have approval of the minutes of the September 8, 2020 Board meeting and acceptance of the September 8, 2020 Audit Committee meeting minutes. Did the Board have any comments or corrections? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Franklin, seconded by Mr. Greene, with all in favor, Approval of the Minutes of the September 8, 2020 Board of Supervisors Meeting and Acceptance of the September 8, 2020 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of Agreements with Grau & Associates to Provide Auditing Services for the Fiscal Year 2019 & 2020

Mr. Flint: The agreements are in your agenda. I executed the agreements because of the need to get the audits done in a timely manner.

On MOTION by Mr. Franklin, seconded by Mr. Greene, with all in favor, the Agreements with Grau & Associates to Provide Auditing Services for the Fiscal Year 2019 & 2020, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-01 Providing for Removal and Appointment of Treasurer and Appointment of Assistant Treasurer

Mr. Flint: The resolution removes Ariel Lovera as Treasurer and appoints Jill Burns as Treasurer. It also appoints Katie Costa as an Assistant Treasurer. Ariel is no longer with GMS which is why we are replacing him with Jill.

On MOTION by Mr. Greene, seconded by Mr. Franklin, with all in favor, Resolution 2021-01 Providing for the Removal of Ariel Lovera and Appointing Jill Burns as the Treasurer and Appointing Katie Costa as the Assistant Treasurer, was approved.

SIXTH ORDER OF BUSINESS

Ratification of E-Verify Memorandum of Understanding

Mr. Flint: I think you all are familiar with the E-Verify requirements that went into place on January 1st. Registering the District in the E-Verify system is required by Statutes, and we also have to enter into a Memorandum of Understanding with the Department of Homeland Security. We've registered the District and executed the Memorandum of Understand and we are asking the Board to ratify those actions.

On MOTION by Mr. Greene, seconded by Mr. Franklin, with all in favor, the E-Verify Memorandum of Understanding, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02 Approving the Proposed Fiscal Year 2022 Budget and Setting a Public Hearing

Mr. Flint: The District is required each year to approve a proposed budget before June 15th and then set a public hearing more than 60 days from the day you approved the proposed budget. There are some other noticing requirements, we have to place it on the website and send it to the local governing authority. We are recommending your July 13, 2021 meeting at 10:00 a.m. at this location for your public hearing. Exhibit 'A' attached to the resolution is the proposed budget. It is just an administrative budget proposed to be funded through Developer contributions at this point while the project is on hold.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Resolution 2021-02 Approving the Proposed Fiscal Year 2022 Budget and Setting a Public Hearing for July 13, 2021 at 10:00 a.m., was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney – Rate Adjustment Notice

Mr. Eckert: Included in your agenda package is a fee adjustment notice from our firm, some years we adjust and some years we don't. We are proposing an increase of \$20 for my services. Associates would range from \$265 to \$285, and the paralegal services would increase by \$15. I would be happy to answer any questions, and we appreciate the Board's consideration.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Rate Adjustment Notice for District Legal Services, was approved.

Mr. Eckert: I also wanted to let the Board know the Governor did sign the COVID immunity bill which provides for a one year statute of limitations that has retroactivity provisions. It also is an extremely high burden of proof for somebody to prove against a local government that they were exposed to COVID at the local governments facilities and therefore the local government should be liable. I wanted the Board to be aware that has been signed by the Governor.

Mr. Flint: Thank you. Is there any other legislation that the Board should aware of?

Mr. Eckert: Right now we are looking at the Ethics Training. They have been proposing Ethics Training for Boards for a while, the proposal earlier this year was four hours of training per year. It's already a requirement that is in place for County and City officials. So far, that hasn't made its way through the process but we will keep our eye on that.

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 February 28th in the agenda package for review. There is no action required. If the Board has any questions we can discuss those. Our prorated budget at this point is \$45,000 and our actuals are \$20,852.

ii. Ratification of Funding Request #11 - #12

Mr. Flint: You have ratification of funding requests #13 and #16. Those are in your agenda package. Any questions on the Funding Request? Hearing none,

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Funding Requests #13 and #16, were ratified.

NINTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Flint: Were there any Supervisor requests or anything we need to discuss? Randall, do you have any updates on the project?

Mr. Greene: We are still on hold however we are going to be moving forward. We are just waiting to see what shakes up with this COVID business. Our contracts are still fully executed with Marriot. We remain in that binding relationship.

Mr. Flint: It sounds like things are going in the right direction.

TENTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary

Chairman/Vice Chairman