

**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, **July 12, 2022** at 10:01 a.m. at the Offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum:

Randall Greene <i>by phone</i>	Chairman
Duane Owen	Vice Chairman
Thomas Franklin	Assistant Secretary
Andrew Gorrill	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Jill Burns	GMS
Mike Eckert <i>by phone</i>	District Counsel
Rey Malavè <i>by phone</i>	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the roll. Three Board members were present at the meeting and one attended by phone constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns: There are no members of the public here other than staff and Board members to provide comments.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 12, 2022 Meeting

Ms. Burns: Next is approval of the minutes of the April 12, 2022 meeting. Did the Board have any questions, comments, or corrections to those? Hearing none, I would ask for a motion to approve.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, the Minutes of the April 12, 2022 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

Ms. Burns: This public hearing has been advertised in the paper. Do we have a motion to open the public hearing?

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

A. Consideration of Resolution 2022-04 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Ms. Burns: Resolution 2022-04 adopting the Fiscal Year 2023 budget is included in your package. This budget just has administrative expenses, and it looks like we're not anticipating any field expenses for the District for the upcoming year. These will be developer funded through a developer contribution as incurred. The total amount of the budget is \$94,357. Does anyone have any questions, comments or anything you want to change on this budget? Hearing none, if there is nothing further from the Board, there would be a motion to approve Resolution 2022-04.

On MOTION by Mr. Franklin, seconded by Mr. Gorrill, with all in favor, Resolution 2022-04 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations, was approved.

Ms. Burns: There are no members of the public present. Do we have a motion to close the public hearing?

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

FIFTH ORDER OF BUSINESS

Consideration of Fiscal Year 2023 Developer Funding Agreement

Ms. Burns: This agreement is with DCS Real Estate Investments, LLC. Under the terms of this agreement that entity will agree to fund the operations and maintenance expenses for the District based on the budget that the Board just adopted. If anyone has any questions on the form

of this agreement, I would be happy to answer any questions anyone has. Otherwise, we are looking for a motion to approve.

On MOTION by Mr. Franklin, seconded by Mr. Gorrill, with all in favor, the Fiscal Year 2023 Developer Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2021 Audit Report

Ms. Burns: Page 25 has a report to management, and you all have the bound copies you are welcome to keep. The report to management is a summary of the audit. There are no instances of non-compliance. The District doesn't meet any of the conditions for financial emergency. It is considered a clean audit and has been submitted to the state by the June 30th deadline. If anyone has any questions, I would be happy to answer them.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Accepting the Fiscal Year 2021 Audit Report, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Burns: Mike, anything to report?

Mr. Eckert: Nothing to report.

B. Engineer

Ms. Burns: Rey, anything from you?

Mr. Malavè: Just a note that we did submit a letter to the county on behalf of the District regarding the requirement for stormwater needs analysis indicating that we were a CDD that had no facilities and that we did not have to provide any further information to the county regarding the facilities that we built later on. That was received by email from the county. Other than that, I have no other reports.

Ms. Burns: Thank you, Rey.

C. District Manager's Report

i. Balance Sheet and Income Statement

Ms. Burns: Your financial statements are included in the package. These are through May and there is no action necessary by the Board. I would be happy to answer any questions that the Board might have on those financial statements.

ii. Ratification of Funding Request #31-33

Ms. Burns: Funding requests #31-33 have already been approved and they just need to be ratified by the Board.

On MOTION by Mr. Greene, seconded by Mr. Franklin, with all in favor, Funding Requests #31-33, were ratified.

iii. Presentation of Number of Registered Voters – 0

Ms. Burns: We are required to determine the number of registered voters within the District as of April 15 of each year. The number of registered voters is zero.

iv. Approval of Fiscal Year 2023 Meeting Schedule

Ms. Burns: The schedule that is in your agenda contemplates leaving the meeting schedule the same on the second Tuesday of each month at 10:00 a.m. at this location.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Fiscal Year 2023 Meeting Schedule, was approved.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman