

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 11, 2023 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 <i>by phone</i>	Chairman
Duane Owen	Vice Chairman
Andrew Gorrill	Assistant Secretary
Nathan Alexander	Assistant Secretary

Also present were:

George Flint	District Manager
Kate John <i>by phone</i>	District Counsel
Rey Malave <i>by phone</i>	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the roll. Three Board members were present and one on the phone constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: There are only Board members and staff present at the meeting.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the December 13, 2022
Board of Supervisors Meeting**

Mr. Flint: Next is approval of the minutes from your December 13, 2022 Board of Supervisors meeting. Any comments or corrections to those? Hearing none,

On MOTION by Mr. Owen, seconded by Mr. Gorrill, with all in favor, the Minutes of the December 13, 2022 Board of Supervisors Meeting, were approved as presented.

FOURTH ORDER OF BUSINESS

Review and Acceptance of Draft Fiscal Year 2022 Audit Report

Mr. Flint: The CDD is a government entity that is required to have an annual independent audit performed. In your agenda is the draft of the audit and this has been reviewed by Counsel as well. If there were any findings or recommendations, they would be reflected on the report to management which is on page 39 of the PDF. You can see there are no current or prior year findings in recommendations and that we have complied with the provisions of the auditor general that they are required to review so it is a clean audit with no findings. Were there any questions from the Board? If not, is there a motion to accept the audit and authorize it to be transmitted to the State of Florida.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Accepting the Draft Fiscal Year 2022 Audit Report, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-04 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing

Mr. Flint: This resolution approves a proposed budget for Fiscal Year 2024 and sets the public hearing. Each year the Board is required to approve a proposed budget by June 15th and set the date, place, and time of the public hearing which has to be at least 60 days from the date you approve the proposed budget. Currently, the District is operating under a developer funding agreement in lieu of imposing assessments and this proposed budget contemplates we would continue to do that. We are recommending your July 11th meeting for the public hearing at 10:00 a.m. in this location. Attached to the resolution as exhibit 'A' is the proposed budget and this is just preliminary at this point. It could change between now or at the public hearing in July prior to adoption. It is pretty much a continuation of the current year. The insurance has increased slightly but other than that, all of the other expenses except for the audit remain the same. The audit is going up by \$200 and the insurance we have built a \$600 allowance in there for an increase in the premium for the liability insurance. Other than that, everything is held constant. Any questions on

the proposed budget or the resolution? The final consideration would be at the July meeting so this is just the proposed budget and setting the hearing date.

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, Resolution 2023-04 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing for July 11, 2023 at 10:00 a.m., was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. John: No report however would be happy to answer any questions from the Board or take those questions back to Mike if necessary.

B. Engineer

Mr. Malave: Nothing to report at this time.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials through the end of February. There is no action required on these. Again, we are operating under a developer funding agreement so not a lot of moving parts in the financials but if there are any questions, I would be happy to try to answer those.

ii. Ratification of Funding Requests #38 and #39

Mr. Flint: You have funding requests #38 and #39 which have been transmitted to the developer under the developer funding agreement. We are asking the Board to ratify funding request #38 which includes District Manager, Counsel, a portion of the audit cost and Board attendance for the December meeting and funding request #39 includes District Management and Counsel expenses.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Funding Requests #38 and #39, were ratified.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Flint: Those were all of the business items that we had. Is there anything else that the Board wanted to discuss that was not on the agenda?

Mr. Greene: I don't have any but do you guys have any questions about the development itself or anything that I can answer?


Mr. Flint: Is there any update on the status at this point?

Mr. Greene: We are analyzing construction cost right now. Construction costs have started to finally come down in certain areas. COVID and pricing was what stalled it so we are just in the process of going through those motions right now.


EIGHTH 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