

*Westwood/OCC Community  
Development District*

*Agenda*

*June 11, 2024*

# AGENDA

# *Westwood/OCC*

## *Community Development District*

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219 E. Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

June 4, 2024

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, June 11, 2024 at 10:00 a.m. at the Offices of GMS-CF, 219 E. Livingston Street, Orlando, FL 32801.** Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the March 12, 2024 Board of Supervisors Meeting
4. Public Hearing
  - A. Consideration of Resolution 2024-02 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations
5. Consideration of Fiscal Year 2025 Developer Funding Agreement
6. Staff Reports
  - A. Attorney
    - i. Memo Regarding Recently Enacted 2024 Legislation
  - B. Engineer
  - C. District Manager's Report
    - i. Balance Sheet and Income Statement
    - ii. Ratification Funding Requests #52-54
    - iii. Presentation of Number of Registered Voters – 0
    - iv. Approval of Fiscal Year 2025 Meeting Schedule
7. Supervisor's Requests
8. Adjournment

Sincerely,

*George S. Flint*

George S. Flint  
District Manager

Cc: Michael Eckert, District Counsel  
Rey Malave, District Engineer

# 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, **March 12, 2024** at 10:00 a.m. at the Offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum:

Randall Greene  
Duane Owen  
Nathan Alexander  
Andrew Gorrill

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

George Flint  
Mike Eckert *by phone*  
Rey Malave *by phone*

District Manager, GMS  
District Counsel, Kutak Rock  
District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is the public comment period. There are no members of public present other than Board members and staff.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 11, 2023  
Board of Supervisors Meeting**

Mr. Flint: Did the Board have any comments or corrections to the April 11, 2023 meeting minutes?

Mr. Owen: I had no changes. I will move to approve.

On MOTION by Mr. Owen, seconded by Mr. Gorrill, with all in favor, the Minutes of the April 11, 2023 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-01  
Approving the Proposed Fiscal Year 2025  
Budget and Setting a Public Hearing**

Mr. Flint: Each year the Board has to approve a proposed budget by June 30<sup>th</sup> and then set the public hearing for its final consideration. We are recommending June 11<sup>th</sup> at 10 a.m. in this location for the public hearing. Attached to the resolution is the proposed budget. It is not binding on the Board and can be changed. It contemplates the developer contribution as the funding in lieu of imposing assessments. It is a standard administrative budget at this point. It is pretty much a continuation. The audit has gone up by \$100 and insurance has gone up by about \$500 and those are the only two lines that have really been adjusted. It is a Developer Contribution Funding Agreement so whatever the actual costs are is what the developer would be obligated to pay and not the budgeted amounts. Mike, do you have anything that you wanted to add?

Mr. Eckert: I do not. I thought it was a very good explanation.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Resolution 2024-01 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Dewberry Work  
Authorization to Provide Professional  
Consulting Engineering Services**

Mr. Flint: Next is the work authorization with Dewberry. They are your District Engineer. This is a work authorization with an estimated budget of \$10,000. They would bill hourly based on any actual work that might be necessary. You have a \$12,000 budget. It is a \$10,000 work authorization. At this point, we don't expect there would be many expenses, just the attendance of meetings, etc. unless something changes. The standard rate schedule is attached to the work authorization.

Mr. Malave: We are just trying to update our agreement within the company.

Mr. Flint: Any questions on work authorization?

Mr. Greene: No, make a motion.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, the Dewberry Work Authorization to Provide Professional Consulting Engineering Services, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Ratification of Audit Engagement Letter with Grau & Associates**

Mr. Flint: The District is required to have an annual independent audit performed and you solicited proposals, went through an RFQ process as prescribed by Statute and selected Grau as your independent auditor. You enter into an annual engagement with them and this engagement is not to exceed \$3,100 for the fiscal year ending September 30, 2023. These audits have to be done by the end of June. Because the Board hasn't met since last July, we went ahead and executed this and I am asking the Board to ratify my action on doing that.

On MOTION by Mr. Greene, seconded by Mr. Alexander, with all in favor, the Audit Engagement Letter with Grau & Associates, was ratified.

## **SEVENTH ORDER OF BUSINESS**

### **Presentation of Fiscal Year 2023 Financial Audit Report**

Mr. Flint: The Financial Audit Report is in your agenda and if there were any issues, those would be reflected in the letter to management which is on page 24 of the audit. It indicates there are no current or prior year findings or recommendations. They have found that we are compliant with the provisions of the auditor general that they are required to review. It is a clean audit with no findings. If there are any questions, we can discuss those. If not, I would ask for a motion to accept the audit and authorize it to be transmitted to the state.

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, the Fiscal Year 2023 Financial Audit Report, was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Flint: Staff reports, Mike anything for the Board?

Mr. Eckert: Just two items, one is your Financial Disclosure Form is online this year with the Commission on Ethics. You do not go through the Supervisor of Elections anymore. The second issue which I believe we have sent out some information to Board members is that you are required to undertake four hours of ethics training before December 31, 2024. You will report that you completed training when you do the Financial Disclosure Form in 2025. Happy to answer any questions that the Board has but the four hours of ethics training is per person, not per District. If you serve on two Districts, you don't have to do eight hours of ethics training and still only have to do four.

Mr. Flint: There are some free resources through the Auditor General and Commission on Ethics to comply with that and also some other opportunities as well that Florida Association of Special Districts and some other entities are providing. You typically have to pay a fee for those.

Mr. Greene: We have to sit in front of a computer for four hours before the end of the year.

Mr. Flint: Yes, the trainings are shorter so you can do multiple and don't have to do it all at once. It is a self-certification. When you are doing your Form 1 in 2025 there is a box to check and sign certifying that you have complied.

## **B. Engineer**

Mr. Flint: Rey, engineering report?

Mr. Malave: No further reports, thank you.

## **C. District Manager's Report**

### **i. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financials through January 31, 2024. There is no action required on these. If there are any questions, we can discuss those.

### **ii. Ratification of Funding Requests #44-51**

Mr. Flint: You have ratification of Funding Requests #44-51. These were transmitted to the developer under the Developer Funding Agreement and we are asking the Board to ratify those.

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Funding Requests #44-51, were ratified.
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**iii. Discussion of Annual Ethics Training Requirement**

Mr. Flint: We do have a general information sheet in the agenda about the ethics training requirement that Mike just mentioned. It references the Commission on Ethics. Mike had previously circulated a memo that we sent to you all a couple of months ago. That information is there, if you have any questions on it, please feel free to contact me or Mike and we are happy to help however we can.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Flint: Any Supervisor's requests? If there is nothing else, is there a motion to adjourn?

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Greene, seconded by Mr. Alexander, with all in favor, the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION IV

# SECTION A

## RESOLUTION 2024-02

### THE ANNUAL APPROPRIATION RESOLUTION OF THE WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2024, submitted to the Board of Supervisors (“**Board**”) of the Westwood/OCC Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT:

#### SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Westwood/OCC Community Development District for the Fiscal Year Ending September 30, 2025."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2024/2025, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL ALL FUNDS \$

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2024/2025, or within 60 days following the end of the Fiscal Year 2024/2025, may amend its Adopted Budget for that fiscal year as follows:

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

ATTEST:

**WESTWOOD/OCC COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Fiscal Year 2024/2025 Budget

Exhibit A

***Westwood/OCC***  
***Community Development District***

***Proposed Budget***  
***FY2025***



# Table of Contents

**1** General Fund

**2-4** General Fund Narrative



# Westwood/OCC

## Community Development District

### Proposed Budget General Fund

Description	Adopted Budget FY2024	Actuals Thru 4/30/24	Projected Next 5 Months	Projected Thru 9/30/24	Proposed Budget FY2025
<b><u>Revenues</u></b>					
Developer Contributions	\$ 94,869	\$ 25,242	\$ 32,112	\$ 57,355	\$ 96,537
<b>Total Revenues</b>	<b>\$ 94,869</b>	<b>\$ 25,242</b>	<b>\$ 32,112</b>	<b>\$ 57,355</b>	<b>\$ 96,537</b>
<b><u>Expenditures</u></b>					
<i><u>Administrative</u></i>					
Supervisor Fees	\$ 12,000	\$ 800	\$ 1,600	\$ 2,400	\$ 12,000
FICA Expense	\$ 918	\$ 46	\$ 92	\$ 138	\$ 918
Engineering	\$ 12,000	\$ 305	\$ 5,000	\$ 5,305	\$ 12,000
Attorney	\$ 25,000	\$ 596	\$ 10,417	\$ 11,012	\$ 25,000
Annual Audit	\$ 3,100	\$ 3,100	\$ -	\$ 3,100	\$ 3,200
Management Fees	\$ 25,000	\$ 14,583	\$ 10,417	\$ 25,000	\$ 26,250
Information Technology	\$ 800	\$ 467	\$ 333	\$ 800	\$ 840
Website Maintenance	\$ 400	\$ 233	\$ 167	\$ 400	\$ 420
Telephone	\$ 300	\$ -	\$ 125	\$ 125	\$ 300
Postage	\$ 1,000	\$ 12	\$ 100	\$ 112	\$ 1,000
Printing & Binding	\$ 1,000	\$ -	\$ 100	\$ 100	\$ 1,000
Insurance	\$ 6,426	\$ 6,076	\$ -	\$ 6,076	\$ 6,684
Legal Advertising	\$ 5,000	\$ -	\$ 2,083	\$ 2,083	\$ 5,000
Other Current Charges	\$ 1,600	\$ 273	\$ 193	\$ 466	\$ 1,600
Office Supplies	\$ 150	\$ 1	\$ 63	\$ 63	\$ 150
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Total Expenditures</b>	<b>\$ 94,869</b>	<b>\$ 26,666</b>	<b>\$ 30,688</b>	<b>\$ 57,355</b>	<b>\$ 96,537</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ (1,424)</b>	<b>\$ 1,424</b>	<b>\$ -</b>	<b>\$ -</b>

**Westwood/OCC**  
**Community Development District**  
GENERAL FUND BUDGET

**REVENUES:**

*Developer Contributions*

The District will enter into a Funding Agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

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**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 12 meetings during the fiscal year.

*FICA Expense*

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisor checks.

*Engineering*

The District's engineer, Dewberry Engineers, Inc., will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

*Attorney*

The District's legal counsel, Kutak Rock, LLP will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

*Annual Audit*

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

*Management Fees*

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, arranges annual audit, etc.

**Westwood/OCC**  
**Community Development District**  
GENERAL FUND BUDGET

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these systems.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services – Central Florida, LLC provides these services.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Insurance

The District's general liability and public officials liability insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

**Westwood/OCC**  
**Community Development District**  
GENERAL FUND BUDGET

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

## **Exhibit A**

Fiscal Year 2023/2024 Budget

## SECTION V

**WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2024/2025 FUNDING AGREEMENT**

This agreement ("**Agreement**") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between:

**WESTWOOD/OCC COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Orange County, Florida ("**District**"), and

**DCS REAL ESTATE INVESTMENTS, VI, LLC**, a Florida LLC and a landowner in the District ("**Developer**") with an address of 505 South Flagler Drive, Suite 900, West Palm Beach, Florida 33401.

**RECITALS**

**WHEREAS**, the District was established by an ordinance adopted by the County Commission of Orange County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District, pursuant to Chapter 190, *Florida Statutes*, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

**WHEREAS**, Developer presently owns and/or is developing the majority of all real property described in **Exhibit A**, attached hereto and incorporated herein ("**Property**"), within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

**WHEREAS**, the District is adopting its general fund budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("**Fiscal Year 2024/2025 Budget**"); and

**WHEREAS**, this Fiscal Year 2024/2025 Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, is attached hereto and incorporated herein by reference as **Exhibit B**; and

**WHEREAS**, the District has the option of levying non-ad valorem assessments on all land, including the Property, that will benefit from the activities, operations and services set forth in the Fiscal Year 2024/2025 Budget, or utilizing such other revenue sources as may be available to it; and

**WHEREAS**, in lieu of levying assessments on the Property, the Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in **Exhibit B**; and

**WHEREAS**, the Developer agrees that the activities, operations and services provide a special and peculiar benefit equal to or in excess of the costs reflected on **Exhibit B** to the Property; and

**WHEREAS**, the Developer has agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the Property located within the District for the activities, operations and services set forth in **Exhibit B**; and

**WHEREAS**, Developer and District desire to secure such budget funding through the imposition of a continuing lien against the Property described in **Exhibit A** and otherwise as provided herein.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **FUNDING.** The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as **Exhibit B**, as may be amended from time to time in the District's sole discretion, within fifteen (15) days of written request by the District. Amendments to the Fiscal Year 2024/2025 Budget as shown on **Exhibit B** adopted by the District at a duly noticed meeting shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

2. **CONTINUING LIEN.** District shall have the right to file a continuing lien upon the Property described in **Exhibit A** for all payments due and owing under the terms of this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement this lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's lien. The lien shall be effective as of the date and time of the recording of a "Notice of Lien for Fiscal Year 2024/2025 Budget" in the public records of Orange County, Florida ("**County**"), stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice of Lien for Fiscal Year 2024/2025 Budget on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holder to the Property to pay the amount due under this Agreement, or may foreclose the lien against the Property in any manner authorized by law. The District may partially release any filed lien for portions of the Property subject to a plat if and when the Developer has demonstrated, in the District's sole discretion, such release will not



materially impair the ability of the District to enforce the collection of funds hereunder. In the event the Developer sells any of the Property described in **Exhibit A** after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a lien upon the remaining Property owned by the Developer.

**3. ALTERNATIVE COLLECTION METHODS.**

a. In the alternative or in addition to the collection method set forth in Paragraph 2 above, the District may enforce the collection of funds due under this Agreement by action against the Developer in the appropriate judicial forum in and for the County. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District Manager on behalf of the District. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

b. The District hereby finds that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property, which benefit is initially allocated on an equal developable acreage basis. The Developer agrees that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property equal to or in excess of the costs set forth in **Exhibit B**, on an equal developable acreage basis. Therefore, in the alternative or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197, *Florida Statutes*, or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the County property appraiser.

**4. AGREEMENT; AMENDMENTS.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

**5. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

**6. ASSIGNMENT.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.

7. **DEFAULT.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement in the manner described herein in Paragraphs 2 and 3 above.

8. **THIRD PARTY RIGHTS; TRANSFER OF PROPERTY.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns. In the event the Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to improvements, work product, or lands within the District, the Developer shall continue to be bound by the terms of this Agreement and additionally shall expressly require that the purchaser agree to be bound by the terms of this Agreement. The Developer shall give 90 days prior written notice to the District under this Agreement of any such sale or disposition.

9. **FLORIDA LAW GOVERNS.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. **ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. **EFFECTIVE DATE.** The Agreement shall be effective after execution by both parties hereto. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

**IN WITNESS WHEREOF**, the parties execute this Agreement the day and year first written above.

Attest:

**WESTWOOD/OCC COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**DCS REAL ESTATE INVESTMENTS, VI, LLC,**  
a Florida LLC

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A:**     Property Description  
**EXHIBIT B:**     Fiscal Year 2024/2025 Budget

**EXHIBIT A**  
**Property Description**

WESTWOOD  
PART OF LOT 2  
CS# 18-134

**DESCRIPTION:**

The land referred to herein below is situated in the County of Orange, State of Florida, and is described as follows:

A portion of Lot 2, WESTWOOD, according to the plat thereof, as recorded in Plat Book 20, Pages 132 and 133, Public Records of Orange County, Florida, located in Section 12, Township 24 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

Commence at the southeast corner of said Lot 2; said point lying on the westerly right-of-way line of Westwood Boulevard as shown on the plat of WESTWOOD BOULEVARD RIGHT-OF-WAY PHASE II, according to the plat thereof, as recorded in Plat Book 15, Page 80, Public Records of Orange County, Florida; thence run northerly along said westerly right-of-way line, the following two (2) courses and distances; run N 02°45'59" W, a distance of 29.32 feet to a point of curvature of a curve, concave easterly, having a radius of 1003.00 feet and a central angle of 24°47'31"; thence run northerly, along the arc of said curve, a distance of 434.00 feet to the POINT OF BEGINNING; thence run N 88°06'40" W, a distance of 143.93 feet; thence run S 80°58'52" W, a distance of 176.23 feet; thence run S 09°01'18" E, a distance of 68.10 feet to a point on a non-tangent curve, concave northeasterly, having a radius of 353.50 feet and a central angle of 32°28'41"; thence on a chord bearing of N 84°12'05" W, run 200.38 feet along the arc of said curve to the point of tangency thereof; thence run N 67°57'44" W, a distance of 158.76 feet to a point on a non-tangent curve, concave southwesterly, having a radius of 69.50 feet and a central angle of 143°57'34"; thence on a chord bearing of N 67°57'44" W, run 174.62 feet along the arc of said curve to a point; thence run N 67°57'44" W, a distance of 267.53 feet to a point on a non-tangent curve, concave southeasterly, having a radius of 2201.83 feet and a central angle of 03°28'12", said point being on the limited access right-of-way line of Interstate No. 4 and the Beeline Expressway; thence run northerly along said limited access right-of-way line the following three (3) courses and distances; on a chord bearing of N 12°50'40" E, run 133.35 feet along the arc of said curve to the point of compound curvature with a curve, concave southeasterly, having a radius of 1055.92 feet and a central angle of 42°45'44"; thence run northeasterly, along the arc of said curve, a distance of 788.08 feet to the point of compound curvature with a curve, concave southeasterly, having a radius of 2201.83 feet and a central angle of 09°37'04"; thence run northeasterly, along the arc of said curve, a distance of 369.61 feet to a point, thence, departing said limited access right-of-way line, run S 19°25'14" E; a distance of 503.16 feet to a point of curvature of a non-tangent curve, concave southerly, having a radius of 530.00 feet and a central angle of 43°14'08"; thence, on a chord bearing of S 60°52'56" E, run 399.94 feet along the arc of said curve to a point on the aforementioned westerly right-of-way-line of Westwood Boulevard; said point lying on a curve, concave southeasterly, having a radius of 1003.00 feet; thence, on a chord bearing of S 36°22'57" W, run 502.66 feet along the arc of said curve through a central angle of 28°42'51" to the POINT OF BEGINNING.

Containing 20.001 acres more or less and being subject to any rights-of-way, restrictions and easements of record.

**EXHIBIT B**

Fiscal Year 2024/2025 Budget

## SECTION VI

# SECTION A

# SECTION 1



## MEMORANDUM

TO: DISTRICT MANAGERS

FROM: KUTAK ROCK LLP - TALLAHASSEE

DATE: MAY 17, 2024

RE: RECENTLY ENACTED 2024 LEGISLATION

---

[HB 7013](#)—the 2024 special districts omnibus bill—has been signed by Governor DeSantis. As a result, special districts have new requirements and deadlines spelled out in statute.

Among other things the bill:

- Requires all special districts to adopt goals and objectives along with performance measures and standards to determine if a district has met its goals and objectives; **this must be done by October 1, 2024**. We encourage District Managers to prepare standardized draft goals and objectives to be adopted by district boards. Although some district boards may wish to establish more detailed goals and objectives specifically tailored to the activities of their particular district, the majority may wish to adopt standardized goals and objectives that are germane to special districts. Kutak Rock would like to review proposed goals and objectives prior to presentation to district boards.
  - Each subsequent year, an annual report must be prepared describing the goals and objectives achieved or failed to be achieved by the district, as well as the performance measures and standards used by the district to make this determination. The annual report must be posted on the district's website by December 1. **The first of these annual reports is due December 1, 2025.**
- Beginning with the 2024 elections, establishes a term limit of 12 years for members of a *popularly elected* body governing an independent special district, unless the district's charter provides for more restrictive terms of office. The term limits **do not apply** to community development districts created under Chapter 190, F.S., or an independent special district created pursuant to a special act that provides that "any amendment to chapter 190 to grant additional powers constitutes a power of that district."
- Allows the Department of Commerce to declare certain independent special districts (**excluding community development districts**) and community redevelopment districts

inactive if they report no revenue, expenditures, or debt for five consecutive years beginning no earlier than Oct. 1, 2018.

- States that independent special district boundaries shall only be changed by general law or special act. This language **does not apply** to a community development district established pursuant to Chapter 190, F.S.

# SECTION C

# SECTION 1

***Westwood/OCC***  
***Community Development District***

***Unaudited Financial Reporting***  
***April 30, 2024***



# Table of Contents

1	<hr/> Balance Sheet
2	<hr/> General Fund
3	<hr/> Capital Project Fund
4	<hr/> Month to Month

**Westwood/OCC**  
**Community Development District**  
**Combined Balance Sheet**  
**April 30, 2024**

	<i>General Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<u>Cash:</u>			
Operating Account	\$ 6,155	\$ -	\$ 6,155
Due From Developer	\$ 2,492	\$ -	\$ 2,492
<b>Total Assets</b>	<b>\$ 8,647</b>	<b>\$ -</b>	<b>\$ 8,647</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 5,897	\$ -	\$ 5,897
Due to Developer	\$ -	\$ 10,479	\$ 10,479
<b>Total Liabilities</b>	<b>\$ 5,897</b>	<b>\$ 10,479</b>	<b>\$ 16,376</b>
<b>Fund Balances:</b>			
Unassigned	\$ 2,750	\$ (10,479)	\$ (7,729)
<b>Total Fund Balances</b>	<b>\$ 2,750</b>	<b>\$ (10,479)</b>	<b>\$ (7,729)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 8,647</b>	<b>\$ -</b>	<b>\$ 8,647</b>

**Westwood/OCC**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 04/30/24	Thru 04/30/24	Variance
<b><u>Revenues</u></b>				
Developer Contributions	\$ 94,869	\$ 25,242	\$ 25,242	\$ -
<b>Total Revenues</b>	<b>\$ 94,869</b>	<b>\$ 25,242</b>	<b>\$ 25,242</b>	<b>\$ -</b>
<b><u>Expenditures:</u></b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 12,000	\$ 7,000	\$ 800	\$ 6,200
FICA Expense	\$ 918	\$ 536	\$ 46	\$ 490
Engineering	\$ 12,000	\$ 7,000	\$ 305	\$ 6,695
Attorney	\$ 25,000	\$ 14,583	\$ 596	\$ 13,988
Annual Audit	\$ 3,100	\$ 3,100	\$ 3,100	\$ -
Management Fees	\$ 25,000	\$ 14,583	\$ 14,583	\$ -
Information Technology	\$ 800	\$ 467	\$ 467	\$ -
Website Maintenance	\$ 400	\$ 233	\$ 233	\$ -
Telephone	\$ 300	\$ 175	\$ -	\$ 175
Postage	\$ 1,000	\$ 583	\$ 12	\$ 571
Printing & Binding	\$ 1,000	\$ 583	\$ -	\$ 583
Insurance	\$ 6,426	\$ 6,426	\$ 6,076	\$ 350
Legal Advertising	\$ 5,000	\$ 2,917	\$ -	\$ 2,917
Other Current Charges	\$ 1,600	\$ 933	\$ 273	\$ 660
Office Supplies	\$ 150	\$ 88	\$ 1	\$ 87
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total Expenditures</b>	<b>\$ 94,869</b>	<b>\$ 59,382</b>	<b>\$ 26,666</b>	<b>\$ 32,716</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ -</b>		<b>\$ (1,424)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 4,174</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 2,750</b>	



**Westwood/OCC**  
**Community Development District**  
**Capital Projects Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<b><u>Revenues:</u></b>				
Developer Advances	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Expenditures:</u></b>				
Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ (10,479)</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ (10,479)</b>	

**Westwood/OCC**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<b><u>Revenues</u></b>													
Developer Contributions	\$ 8,261	\$ 2,401	\$ 2,237	\$ 2,209	\$ 5,289	\$ 2,354	\$ 2,492	\$ -	\$ -	\$ -	\$ -	\$ -	25,242
<b>Total Revenues</b>	<b>\$ 8,261</b>	<b>\$ 2,401</b>	<b>\$ 2,237</b>	<b>\$ 2,209</b>	<b>\$ 5,289</b>	<b>\$ 2,354</b>	<b>\$ 2,492</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>25,242</b>
<b><u>Expenditures:</u></b>													
<b><u>General &amp; Administrative:</u></b>													
Supervisor Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	800
FICA Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	46
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	305
Attorney	\$ 41	\$ 53	\$ 26	\$ -	\$ 170	\$ 306	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	596
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ 3,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,100
Management Fees	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ -	\$ -	\$ -	\$ -	\$ -	14,583
Information Technology	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ -	\$ -	\$ -	\$ -	\$ -	467
Website Maintenance	\$ 33	\$ 33	\$ 33	\$ 33	\$ 33	\$ 33	\$ 33	\$ -	\$ -	\$ -	\$ -	\$ -	233
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Postage	\$ 1	\$ 1	\$ 1	\$ -	\$ 5	\$ 1	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ -	12
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Insurance	\$ 6,076	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6,076
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Other Current Charges	\$ 38	\$ 38	\$ 38	\$ 38	\$ 40	\$ 40	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	273
Office Supplies	\$ 0	\$ 0	\$ 0	\$ -	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	1
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	175
<b>Total Expenditures</b>	<b>\$ 8,515</b>	<b>\$ 2,276</b>	<b>\$ 2,248</b>	<b>\$ 2,221</b>	<b>\$ 5,499</b>	<b>\$ 3,681</b>	<b>\$ 2,226</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>26,666</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (254)</b>	<b>\$ 125</b>	<b>\$ (11)</b>	<b>\$ (13)</b>	<b>\$ (210)</b>	<b>\$ (1,327)</b>	<b>\$ 266</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(1,424)</b>

## SECTION 2

**Westwood/OCC**  
Community Development District

Funding Request #52  
February 21, 2024

Bill to: DCS Real Estate Investments VI, LLC

General Fund  
FY2024

1	<b>GMS-Central Florida, LLC</b> Invoice #54 - Management Fees - February 2024	\$	2,189.04
2	<b>Grau &amp; Associates</b> Invoice #25204 - FY23 Audit - February 2024	\$	3,100.00

**Total:** \$ 5,289.04

Please make check payable to:

**Westwood/OCC Community Development District**  
6200 Lee Vista Blvd, Suite 300  
Orlando, FL 32822

1001 Bradford Way  
Kingston, TN 37763

**By GMS at 9:18 am, Feb 14, 2024**

**Invoice #: 54**  
**Invoice Date: 2/1/24**  
**Due Date: 2/1/24**  
**Case:**  
**P.O. Number:**

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

<b>Total</b>	\$2,189.04
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$2,189.04

**RECEIVED**  
**By GMS at 12:43 pm, Feb 05, 2024**

**Grau and Associates**

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Westwood/OCC Community Development District*  
*219 E. Livingston Street*  
*Orlando, FL 32801*

Invoice No. 25204  
Date 02/05/2024

---

SERVICE	AMOUNT
Audit FYE 09/30/2023	\$ <u>3,100.00</u>
Current Amount Due	\$ <u><u>3,100.00</u></u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,100.00	0.00	0.00	0.00	0.00	3,100.00

Payment due upon receipt.

the 1990s, the number of people with a mental health problem has increased by 50% (Mental Health Foundation 1999).

There is a growing awareness of the need to address the needs of people with mental health problems, and the importance of providing them with appropriate services. However, there is a significant gap between the current needs of people with mental health problems and the services available to them. This gap is due to a number of factors, including a lack of resources, a lack of training for health professionals, and a lack of awareness of the needs of people with mental health problems.

The purpose of this paper is to explore the needs of people with mental health problems, and to discuss the importance of providing them with appropriate services.

The paper is organized as follows. First, we discuss the prevalence of mental health problems. Second, we discuss the needs of people with mental health problems. Third, we discuss the importance of providing people with mental health problems with appropriate services. Finally, we discuss some of the challenges of providing people with mental health problems with appropriate services.

**Prevalence of mental health problems**

Mental health problems are a major public health problem. In the United Kingdom, one in five people will experience a mental health problem at some point in their life (Mental Health Foundation 1999).

The prevalence of mental health problems is increasing. In the United Kingdom, the number of people with a mental health problem has increased by 50% since the 1990s (Mental Health Foundation 1999).

The increase in the prevalence of mental health problems is due to a number of factors, including a lack of resources, a lack of training for health professionals, and a lack of awareness of the needs of people with mental health problems.

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**Westwood/OCC**  
**Community Development District**

**Funding Request #53**  
**March 13, 2024**

Bill to: DCS Real Estate Investments VI, LLC

**General Fund**  
**FY2024**

<b>1</b>	<b>GMS-Central Florida, LLC</b>		
	Invoice #55 - Management Fees - March 2024	\$	2,184.00
<b>2</b>	<b>Kutak Rock LLP</b>		
	Invoice #3365583 - General Counsel - February 2024	\$	170.00

**Total:** \$ **2,354.00**

Please make check payable to:

**Westwood/OCC Community Development District**  
6200 Lee Vista Blvd, Suite 300  
Orlando, FL 32822



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

Invoice

Invoice #: 55  
Invoice Date: 3/1/24  
Due Date: 3/1/24  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - March 2024		2,083.33	2,083.33
Website Administration - March 2024		33.33	33.33
Information Technology - March 2024		66.67	66.67
Office Supplies		0.03	0.03
Postage		0.64	0.64
		Total	\$2,184.00
		Payments/Credits	\$0.00
		Balance Due	\$2,184.00

**RECEIVED**

**By GMS at 5:24 pm, Mar 11, 2024**

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 11, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3365583

Client Matter No. 23123-1

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

Mr. George Flint  
Westwood/OCC CDD  
Governmental Management Services - Central Florida  
Unit E  
1408 Hamlin Avenue  
St. Cloud, FL 34771

Invoice No. 3365583  
23123-1

Re: General Counsel

For Professional Legal Services Rendered

02/05/24	M. Eckert	0.40	170.00	Review draft audit
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TOTAL HOURS	0.40			
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TOTAL FOR SERVICES RENDERED				\$170.00
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TOTAL CURRENT AMOUNT DUE				<u>\$170.00</u>
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**Westwood/OCC**  
Community Development District

Funding Request #54  
April 17, 2024

Bill to: DCS Real Estate Investments VI, LLC

General Fund  
FY2024

1	<b>GMS-Central Florida, LLC</b> Invoice #57 - Management Fees - April 2024	\$	2,186.01
2	<b>Kutak Rock LLP</b> Invoice #3379532 - General Counsel - March 2024	\$	306.00

**Total:** \$ 2,492.01

Please make check payable to:

**Westwood/OCC Community Development District**  
6200 Lee Vista Blvd, Suite 300  
Orlando, FL 32822

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

**RECEIVED**  
*By GMS at 11:13 am, Apr 10, 2024*

**Invoice**

Invoice #: 57  
Invoice Date: 4/1/24  
Due Date: 4/1/24  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - April 2024		2,083.33	2,083.33
Website Administration - April 2024		33.33	33.33
Information Technology - April 2024		66.67	66.67
Office Supplies		0.12	0.12
Postage		2.56	2.56
		<b>Total</b>	<b>\$2,186.01</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$2,186.01</b>

**RECEIVED**

**By GMS at 9:35 am, Apr 11, 2024**

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

April 10, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3379532

Client Matter No. 23123-1

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

Mr. George Flint  
Westwood/OCC CDD  
Governmental Management Services - Central Florida  
Unit E  
1408 Hamlin Avenue  
St. Cloud, FL 34771

Invoice No. 3379532  
23123-1

Re: General Counsel

For Professional Legal Services Rendered

03/01/24	M. Eckert	0.10	42.50	Review draft agenda
03/12/24	M. Eckert	0.40	170.00	Prepare for and attend board meeting
03/14/24	M. Eckert	0.10	42.50	Respond to auditor request
03/29/24	K. Haber	0.20	51.00	Prepare budget approval resolution

TOTAL HOURS 0.80

TOTAL FOR SERVICES RENDERED \$306.00

TOTAL CURRENT AMOUNT DUE \$306.00

## SECTION 3

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**Glen Gilzean**  
Supervisor of Elections  
Orange County, Florida

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OUR MISSION IS TO:  
*Ensure the integrity of the electoral process.  
Enhance public confidence.  
Encourage citizen participation.*

---

April 22, 2024

George Flint, District Manager  
Westwood/OCC CDD  
Governmental Management Services  
219 East Livingston Street  
Orlando, FL 32801

To whom it may concern,

Per the requirements of Chapter 190.006, Florida Statutes, the Orange County Supervisor of Elections Office Mapping Department has determined the number of registered voters in the district as of April 15, 2024. Our research is based on the most recent legal description provided to us by the District Office.

As of **April 15, 2024** there are **0** **registered voter(s)** in the **Westwood/OCC CDD**.

A map and list of addresses can be provided upon request. Please contact the Mapping Department at 407-254-6554 with any questions.

Sincerely,

Mapping Department  
Orange County Supervisor of Elections  
Phone: 407-254-6554  
119 W. Kaley Street  
Orlando, FL 32806  
[soemapping@ocfelections.gov](mailto:soemapping@ocfelections.gov)



## SECTION 4

**NOTICE OF MEETINGS  
WESTWOOD/OCC  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Westwood/OCC Community Development District* will hold its regularly scheduled public meetings for the **Fiscal Year 2025** at the Offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, FL 32801, at 10:00 a.m. on the second Tuesday of the month as follows:

**November 12, 2024**

**March 11, 2025**

**June 10, 2025**

**August 12, 2025**

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained by contacting the office of the District Manager at 219 E. Livingston Street, Orlando, Florida 32801, (407) 841-5524.

A meeting may be continued to a date, time and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors, staff or other individuals will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the 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