

**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 on Tuesday, **June 10, 2025**, at 10:00 a.m. at the Offices of GMS-CF; LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum:

Duane "Rocky" Owen
Thomas Franklin
Andrew Gorrill

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

George Flint
Mike Eckert *by phone*
Chace Arrington *by phone*

District Manager, GMS
District Counsel, Kutak Rock
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the roll. Three Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: The next is public comment period and we don't have any members of the public other than Board and staff here.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the March 11, 2025
Board of Supervisors Meeting and Audit
Committee Meeting**

Mr. Flint: You have approval of your minutes from the March 11, 2025 Board of Supervisors meeting and the audit committee meeting. Are there any comments, corrections, or changes to those minutes?

On MOTION by Mr. Owen, seconded by Mr. Gorrill, with all in favor, the Minutes of the March 11, 2025 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Acceptance of the Rankings of the Audit
Committee Meeting and Authorizing Staff to
Send a Notice of Intent to Award**

Mr. Flint: Just prior to the Board meeting, the Board sat as the audit committee and reviewed and ranked the response that was received for the independent audit. The audit committee ranked Grau & Associates #1. Is there a motion to accept that ranking?

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, Accepting the Rankings of the Audit Committee Meeting and Authorizing Staff to Send a Notice of Intent to Award to Grau & Associates, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

**A. Consideration of Resolution 2025-04 Adopting the Fiscal Year 2026 Budget and
Relating to the Annual Appropriations**

Mr. Flint: Next is the public hearing to consider adoption of the Fiscal Year 2026 budget. The Board previously approved a proposed budget and set the public hearing for today. We duly noticed the meeting in accordance with the statutes. Is there a motion to open the hearing?

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

Mr. Flint: The public hearing is now open. You have Resolution 2025-04 in your agenda. Attached as Exhibit 'A' is the Fiscal Year 2026 budget. The blanks on the resolution will be filled in if you adopt the budget as presented, but we don't typically fill them in until after just in case

they change. The budget contemplates that the District would continue to operate under a Developer Funding Agreement and the expenses have not changed significantly. The insurance has gone up, but otherwise the other line items remain the same. The developer would only be responsible for the actual cost up to the budget amount. Are there any questions on the resolution or Exhibit 'A'? Mike, do you want to add before the Board considers action on the resolution?

Mr. Eckert: No, the budget is very similar to prior years.

Mr. Flint: For the record, there are no members of the public here to provide comment or testimony, so we'll close the public comment portion. We'll bring it back to the Board.

On MOTION by Mr. Owen, seconded by Mr. Franklin, with all in favor, Resolution 2025-04 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations, was approved.

Mr. Flint: Is there a motion to close the hearing?

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

SIXTH ORDER OF BUSINESS

Consideration of Fiscal Year 2026 Developer Funding Agreement

Mr. Flint: The next item is the funding agreement. This is the budget you just approved and the budget will be attached to this agreement. This provides the funding source for operation of the District. Are there any questions on the agreement?

On MOTION by Mr. Franklin, seconded by Mr. Gorrill, with all in favor, the Fiscal Year 2026 Developer Funding Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit Report – ADDED

Mr. Flint: We added item 7; we got the final audit yesterday. Because the Board doesn't meet that often, we revised the agenda to include it. The audit was prepared by Grau & Associates. If you go to the report to management, which is the last page, you can see there are no current or prior year findings or recommendations and that we've complied with the provisions of the Auditor

General that they are required to review. It is a clean audit. If there are any questions, we can discuss those. If not, I would ask for a motion to accept it and authorize it to be transmitted to the state.

On MOTION by Mr. Gorrill, seconded by Mr. Owen, with all in favor, Accepting the Fiscal Year 2024 Audit Report and Authorizing the Audit to be Transmitted to the state, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Mike, anything from District Counsel?

Mr. Eckert: Only that the legislature has not officially concluded because they've got budget issues they're working through, but there really wasn't any legislation that was actually approved that's going to have a material effect on the District. The ability to advertise on our website versus newspapers did not pass. Just a reminder that all Board members still have to have four hours of ethics training in every calendar year. You have until December 31st to complete that training. I'm happy to answer any questions, but it has been pretty quiet for us.

B. Engineer

Mr. Flint: District Engineer, anything for the Board?

Mr. Arrington: Nothing to add on our end and I look forward to any questions.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financial statements. These are through April 30th. There is no action required on these. If you have any questions, we can discuss them.

ii. Ratification of Funding Requests #65-66

Mr. Flint: We have ratifications of funding requests #65 and #66. Those were sent to the developer under the current Developer Funding Agreement. Any questions on the funding request? If not, is there a motion to ratify?

On MOTION by Mr. Franklin, seconded by Mr. Gorrill, with all in favor, Funding Requests #65 & #66, were ratified.

iii. Presentation of Number of Registered Voters – 0

Mr. Flint: Each year we're required to announce the number of registered voters as of April 15th and you can see based on the letter from the Supervisor of Elections, that there are currently no registered voters within the District.

iv. Approval of Fiscal Year 2026 Meeting Schedule

Mr. Flint: The next item is approval of the Fiscal Year 2026 meeting schedule. You normally approve your meeting schedule at the meeting you approve your final budget. Historically, the District has advertised meeting four times a year and you can see those listed on November 11th, March 10th, June 9th and August 11th. The meetings would be at this location, the second Tuesday of the month at 10:00 am, consistent of what you've done in the past. If the Board is okay with that, a motion to approve would be in order.

On MOTION by Mr. Gorrill, seconded by Mr. Franklin, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

v. District Goals and Objectives – ADDD

1. Adoption of Fiscal Year 2026 Goals and Objectives

Mr. Flint: We added a new item 5. As you may recall, last year the legislature passed a new law that requires special Districts to establish goals and objectives on an annual basis. We've included recommended performance measurements and standards based on what you all reviewed last year. We broke it up into community, communication and engagement. There are three goals under that heading. First is dealing with public meetings. Second deals with meeting notice compliance and the third deals with access to public records and compliance. We have financial transparency and accountability with three goals listed under that, one dealing with the annual budget, one dealing with the annual audit, and one dealing with the audited financial statements that are prepared and included in your agenda packet. If the Board wants to keep those same goals and objectives, you could consider a motion to approve this, or if you want to change them, we can have that discussion.

On MOTION by Mr. Gorrill, seconded by Mr. Franklin, with all in favor, Adoption of Fiscal Year 2026 Goals and Objectives, was approved.

2. Presentation of Fiscal Year 2025 Goals and Objectives Authorizing Chair to Execute

Mr. Flint: We are also required to track performance on what has been approved, so the goals and objectives need to be reported on. Subject to Mike's concurrence, the Board could consider a motion to authorize the Chair or Vice Chair to sign off on the final report that could be posted on the District website. That way we're not worried about having another meeting to approve that if it for some reason the meeting gets cancelled. Does that work for you Mike?

Mr. Eckert: Yes, I think it works for me in this particular District. I would bring it back to the Board for ratification and discussion at the next meeting after that.

Mr. Flint: That sounds good. Right now on all these criteria, the yes box would be checked as achieved on these. Is there a motion then to authorize the Chair and the Vice Chair to sign off on the final version of the goals and objectives report and authorize it to be posted, subject to coming back for ratification.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Accepting the Fiscal Year 2025 Goals and Objectives Authorizing Chair to Execute the Final Report, was approved.

vi. Reminder of Form 1 Filing Deadline – July 1st

Mr. Flint: Form 1s need to be filed by July 1st and it's all online with the Commission on Ethics. They make it pretty easy, if not much has changed you can click where it populates the data from the prior year as a starting point. There is a grace period, but if you don't get it filed by the end of that grace period, you would be subject to fines.

NINTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Flint: Anything else from the Board or staff?

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint: Is there a motion to adjourn the meeting?

June 10, 2025

Westwood/OCC CDD

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



Secretary/Assistant Secretary



Chairman/Vice Chairman