

MINUTES OF MEETING
DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Dowden West Community Development District was held Thursday, March 19, 2020 at 9:00 a.m. in the offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

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| Chuck Bell | Chairman |
| Tom Franklin | Vice Chairman |
| Yanira Curbelo | Assistant Secretary by phone |
| Connie Luong | Assistant Secretary |

Also present were:

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| George Flint | District Manger |
| Andrew d'Adesky | District Counsel by telephone |
| Bob Johnson | District Engineer by telephone |

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 21, 2019 Meeting and the Minutes of the November 5, 2019 Landowners' Meeting

On MOTION by Mr. Bell seconded by Mr. Franklin with all in favor the minutes of the November 21, 2019 board meeting were approved, as presented and the November 5, 2019 landowners' meeting minutes were accepted.

FOURTH ORDER OF BUSINESS

Ratification of Series 2018 Requisition #3

Mr. Flint: This requisition has been submitted to the Trustee in accordance with the Master Trust Indenture signed by me as a responsible officer and certified by the District Engineer. It doesn't require Board approval, but we put it on the agenda to have the Board ratify it.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor requisition #3 from the Series 2018 bonds was ratified.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2020-03
Designating Primary Administrative Office**

Mr. Flint: We have relocated from Central Avenue and this resolution designates this location as the administrative office.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor Resolution 2020-03 was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2020-04
Approving an Interlocal Agreement with
School Board of Orange County, Florida**

Mr. Flint: Next is Resolution 2020-04 approving an interlocal agreement with the School Board of Orange County. This is a belt and suspenders resolution and agreement. District Counsel’s interpretation of the statutes and other attorney’s interpretation is we would not be able to assess the schools anyway under Florida law. This just confirms that they will not be assessed and approves the interlocal agreement attached to it. It is a similar form of interlocal that was used for Randal Park CDD, which the school board has seen before and we are hoping this will satisfy them in lieu of having to do a boundary amendment to carve that land out of the District.

Mr. d’Adesky: We provided the form and I agree with everything that George said. The pertinent stipulation is it is exempt as long as it is used for educational purposes. If they were to sell the property to a private entity for some purpose other than educational then it would become subject to assessments.

Mr. Bell: I think this is still subject to the school board’s attorney and we should approve it in substantial form.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor Resolution 2020-04 was approved in substantially final form and final approval and execution was delegated to the Chairman or Vice Chairman.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney – Update on Auditing Requirements

Mr. d'Adesky: I'm updating the auditing requirements and I'm doing this for all my boards. There was an update to the Statutes and most of it is stuff that GMS is doing anyway and they will do whatever they need to in terms of reporting; such as leaving the audit on the website for two years and they are already doing that and appointing the audit committee to include at least one member of the board and we already do that. If there is ever an auditor who asks you a question just make sure to answer them. It is usually a question such as, do you know of any claims against the district that haven't been mentioned and typically the answer would be no. If you ever have a question, ask me or George and we will help you out with that.

Mr. Franklin: When we get those requests, should we answer them? A few months back we received a public records request.

Mr. d'Adesky: If it is a public records request that is different than if it is the auditor.

Mr. Flint: If you have a concern if it is valid or not, forward it to me.

B. Engineer

Mr. Johnson: The only thing I would add is construction is commencing on two phases: N1B and N14.

Mr. Flint: The N-14 area we are going to be adding that to the assessment area.

Mr. Bell: Yes.

Mr. Flint: We will be timing it with the recording of the plat but for the board's information there is an area that was not included in the original Series 2018 assessment area that we will be adding to the assessment area and we are going to do that in conjunction with the platting of that property. You will see that in the April/May timeframe.

C. Manager

i. Approval of Check Register

Mr. Flint presented the check register from November 15, 2019 through March 12, 2020 in the amount of \$379,528.86.

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| On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the check register was approved. |
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ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

iii. Presentation of Arbitrage Rebate Calculation Report

Mr. Flint: This is something we are required to do under tax law and we have a negative rebate requirement of \$345,000.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the arbitrage rebate calculation report was accepted.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Next Meeting Date

Mr. Flint: The next meeting will be April 16, 2020. If there is no business or if there are things we can do without board action we will likely be canceling meetings to the extent we can. We will need to meet in May to approve the proposed budget so we will monitor any actions by the state that may allow us to do these meeting remotely through technology. We are looking at software like Zoom and some other programs that might have the video component to it as well in case the public wants to participate.

On MOTION by Mr. Bell seconded by Mr. Franklin with all in favor the meeting adjourned at 9:11 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman