

*Dowden West Community  
Development District*

*Agenda*

*April 19, 2018*

# **AGENDA**

# *Dowden West*

## *Community Development District*

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135 W. Central Blvd., Suite 320, Orlando, Florida 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

April 11, 2018

**Board of Supervisors  
Dowden West Community  
Development District**

Dear Board Members:

The Board of Supervisors of Dowden West Community Development District will meet **Thursday, April 19, 2018 at 9:00 AM at the Offices of GMS-CF, LLC, 135 W. Central Blvd., Suite 320, Orlando, FL.** Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the September 21, 2017 Meeting
4. Consideration of Resolution 2018-01 Approving the Proposed Budget for the Fiscal Year 2019
5. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    - i. Approval of Check Register
    - ii. Balance Sheet and Income Statement
    - iii. Ratification of Fiscal Year 2017 Funding Request #6
    - iv. Ratification of Fiscal Year 2018 Funding Requests #1 - #5
    - v. Consideration of Fiscal Year 2018 Funding Request #6
6. Supervisor's Requests
7. Other Business
8. Next Meeting Date
9. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the approval of minutes from the September 21, 2017 meeting. The minutes are enclosed for your review.

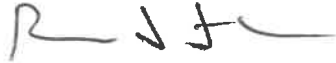
The fourth order of business is the consideration approving the proposed budget for the Fiscal Year 2019. Once approved, the approved budget will be transmitted to the governing authorities at least sixty (60) days prior to the final budget hearing. A copy of the Resolution and proposed budget are enclosed for your review.

Section C of the fifth order of business is the District Manager's Report. Section 1 includes the check register for approval and Section 2 includes the balance sheet and income statement for

review. Section 3 is the ratification of Fiscal Year 2017 funding request #6, Section 4 is the ratification of Fiscal Year 2018 funding requests #1 - #5 and Section 5 is the consideration of Fiscal Year 2018 funding request #6. The funding requests with supporting invoices are enclosed for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Flint', with a horizontal line extending to the right.

George S. Flint  
District Manager

CC: Jan Carpenter, District Counsel  
Rey Malave, Interim District Engineer  
Brett Sealy, Underwriter  
Mike Williams, Bond Counsel  
Stacey Johnson, Trustee  
Darrin Mossing, GMS

Enclosures

**MINUTES**

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 on Thursday, September 21, 2017 at 9:00 a.m. at the Offices of GMS-CF, LLC, 135 W. Central Blvd., Suite 320, Orlando, FL.

Present and constituting a quorum:

Andrew Abel	Chairman
Gregory Clark	Assistant Secretary
Thomas Franklin	Assistant Secretary

Also present were:

George Flint	District Manager
Darrin Mossing, Jr.	GMS
Andrew d'Adesky	District Counsel
Bob Johnson	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order at 9:00 a.m. and called the roll.

Mr. Flint: Mr. Clark must sign the Oath of Office.

Mr. Clark: I feel like I sign that every time I'm here.

Mr. Flint: Well there was the original one and then there was a Landowner's Election within 90 days of formation, and you were re-elected. I'm having you sign the Oath, in an abundance of caution.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 17 Meeting**

Mr. Flint: Were there any comments on the minutes of the August 17, 2017 meeting?

Mr. Abel: I have no corrections.

On MOTION by Mr. Clark, seconded by Mr. Abel, with all in favor, approving the Minutes of the August 17, 2017 Meeting, as presented, were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing**

Mr. Flint: We will open the public hearing. No members were present to provide comments.

**A. Consideration of Resolution 2017-24 Adopting the Fiscal Year 2018 Budget and Relating to the Annual Appropriations**

Mr. Flint: You have Resolution 2017-24, adopting the Fiscal Year 2018 Budget, which is attached as Exhibit A. The budget is an Administrative Budget, at this point. It doesn't have any operational expenses included in it. It totals \$92,017, and contemplates a Developer Funding Agreement. This is the same budget that you approved previously. There haven't been any changes. To the extent that expenses are incurred, the Developer is not obligated to fund, unlike assessments where you have to fund the entire amount. This is only for actual expenses that would be funded under the Developer Funding Agreement. Are there any questions?

Mr. Abel: I have no questions.

On MOTION by Mr. Abel, seconded by Mr. Clark, with all in favor, adopting Resolution 2017-24 Adopting the Fiscal Year 2018 Budget and Relating to the Annual Appropriations, was approved.

Mr. Flint: At this time, we will close the public hearing.

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2018 Developer Funding Agreement**

Mr. Flint: This Agreement is between the Dowden West CDD and Beachline South Residential, LLC. It's the same form as the prior agreement that the Board approved. The budget that you just approved is attached as an exhibit to this Agreement. Are there any questions?

Mr. d'Adesky: We reviewed it and it's the same Agreement that we used in other Districts with this developer.

Mr. Abel: I have no questions.

On MOTION by Mr. Abel, seconded by Mr. Clark, with all in favor, approving the Fiscal Year 2018 Developer Funding Agreement, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Work Authorization 2017-1 from Dewberry**

Mr. Flint: At the Organizational Meeting, the Board selected Dewberry as the Interim District Engineer, bid out the engineering services and selected Dewberry as the official District Engineer. Work Authorization No. 1 is for general services, and is consistent with what you have in the budget. It provides for the attendance of meetings and general services provided by the District Engineer. It's on a time and material basis, based on the hourly rate schedule that is attached to the Master Agreement. The amount is a not-to-exceed amount of \$12,000, over the course of the year, which matches your budget.

Mr. Abel: Thanks for the explanation. I have no questions.

On MOTION by Mr. Abel, seconded by Mr. Franklin, with all in favor, approving Work Authorization 2017-1 from Dewberry, in a not-to-exceed amount of \$12,000, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: We have an Acquisition Agreement.

Mr. d'Adesky: As you all know, we are anticipating issuing bonds in the near future. We had a Validation Hearing, which I attended. It went smoothly. We are still in the appeal period, so we have to wait until the end of this month, and then we will start the process of issuing those bonds, which may take a month to two months. In anticipation of that, and knowing that the Developer is currently constructing certain improvements, the District wants to acquire those bonds as soon as possible, and develop a reimbursement mechanism, as soon as possible. The Acquisition Agreement allows for the District to acquire such infrastructure, prior to the closing of those bonds. This is a preliminary Acquisition Agreement, and once the bonds are closed, we will have a Supplemental Acquisition Agreement, acknowledging that the bonds were closed and the exact amount of the bonds, because we won't know the final amount until we actually price them out on the market. It's the standard form Agreement that we use in other



Districts. It was reviewed by Developer’s Counsel against forms that we used in other Districts, such as Randal Park. We received their comments and they signed off on it. That’s why we are bringing it to the Board for approval.

Mr. Flint: I will note that there are no members of the public present to provide comments. Are there any questions on the Acquisition Agreement?

Mr. Abel: I have no questions.

On MOTION by Mr. Abel, seconded by Mr. Clark, with all in favor, approving the Acquisition Agreement, was approved.

Mr. Flint: Do you have anything else, Andrew?

Mr. d’Adesky: That’s all we have. We will be working with Mike in the next month or two on the bonds in the near future.

Mr. Flint: I talked with Brett this morning. I think the timing was late. We probably won’t start doing anything until after January 1, unless you want to move it up, and then we can initiate it before the end of the year.

Mr. Abel: I will get with him offline and then talk with our finance folks. There’s no urgency on my side. We can do it at will.

Mr. Flint: I think we will probably start up after January 1.

**B. Engineer**

Mr. Flint: Mr. Johnson is here with Dewberry. Do you have an Engineering Report?

Mr. Johnson: Not at this time.

**C. District Manager’s Report**

**i. Approval of Check Register**

Mr. Flint: We have the Check Register, which totals \$5,676.05. There are three checks in the General Fund; one is for the insurance for the current fiscal year and the remaining are for the public notices in The Orlando Sentinel. There is also the Payroll Register. Are there any questions on the Check Register?

Mr. Abel: I have no questions.

On MOTION by Mr. Abel, seconded by Mr. Franklin, with all in favor, approving the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: We have the Unaudited Financial Statements through August 31. No action is required by the Board. Are there any questions on the financials? Not hearing any,

**iii. Ratification of Funding Request #4**

Mr. Flint: The Funding Request is for \$5,000 to bind insurance for Fiscal Year 2018. The check on the register is for the pro-rated portion of Fiscal Year 2017. We are asking the Board to ratify the Funding Request, which was sent to the developer.

On MOTION by Mr. Abel, seconded by Mr. Franklin, with all in favor, Funding Request #4, was ratified.

**iv. Consideration of Funding Request #5**

Mr. Flint: Funding Request #5 is for Board attendance, in the amount of \$215.30.

On MOTION by Mr. Abel, seconded by Mr. Clark, with all in favor, approving Funding Request #5, was approved.

**v. Approval of Fiscal Year 2018 Meeting Schedule**

Mr. Flint: Each year, the Board needs to approve an annual meeting schedule. We prepared one contemplating that the Board would meet on the third Thursday of each month, at 9:00 a.m., in this location. It gives you the option of meeting those days, but you don't have to meet monthly. If there's no business, we can cancel the meetings. This way, at least you have a meeting schedule. During the financing and construction process, often there's a need to meet more often. If the Board is okay with meeting the third Thursday, at 9:00 a.m., in this location, a motion to approve this schedule would be in order. If not, we can change it, depending on your schedules.

On MOTION by Mr. Abel, seconded by Mr. Franklin, with all in favor, approving the Fiscal Year 2018 meeting schedule, was approved.

Mr. Abel: Do we have any business for next month, because we are in this inactive preparatory stage?

Mr. Flint: The only reason we would meet, is if we have the rules. If there isn't any business, we will cancel it. At the Organizational Meeting, I don't recall if we had the Rulemaking Hearing. We may have that next month.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests**

There not being any, the next item followed.

**NINTH ORDER OF BUSINESS**

**Other Business**

There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Meeting Date**

Mr. Flint: The next meeting, if there is a need to meet, is October 18, 2017.

Mr. d'Adesky: We had the Rulemaking Hearing.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

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

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

\_\_\_\_\_  
Chairman / Vice Chairman

**SECTION IV**

**RESOLUTION 2018-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Dowden West Community Development District (“**District**”) prior to June 15, 2018, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2018 and ending September 30, 2019 (“**Fiscal Year 2018/2019**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2018/2019 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE:	July 19, 2018
HOUR:	9:00 a.m.
LOCATION:	Offices of GMS-CF, LLC 135 W. Central Blvd., Suite 320 Orlando, FL 32801

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Orange County and City of Orlando at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

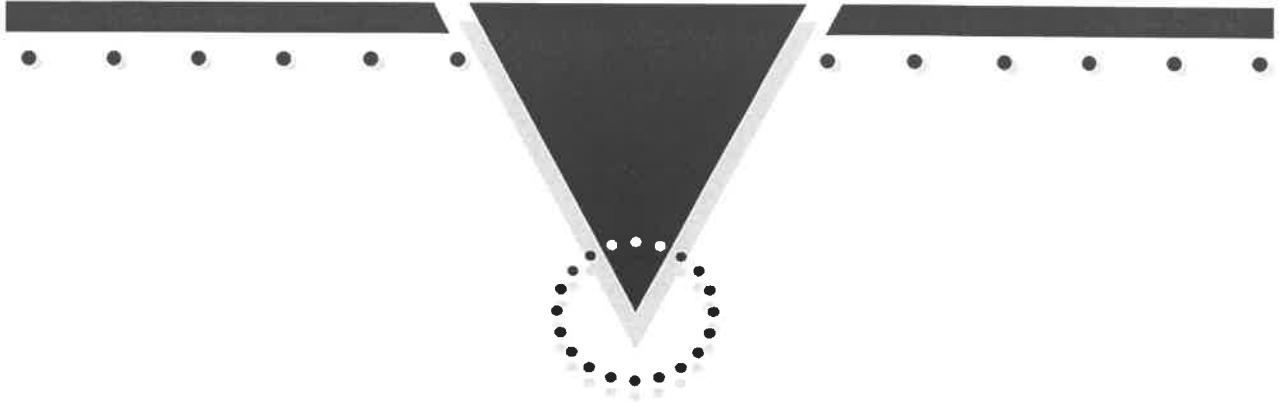
**PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF APRIL, 2018.**

ATTEST:

**DOWDEN WEST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

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



**Dowden West**  
**Community Development District**

**Proposed Budget**  
**FY 2019**



# Table of Contents

1 General Fund

2-3 General Fund Narrative



**Dowden West**  
**Community Development District**  
Proposed Budget  
General Fund

Description	Adopted Budget FY2018	Actuals Thru 3/31/18	Projected Next 6 Months	Total Thru 9/30/18	Proposed Budget FY2019
<b>Revenues</b>					
Developer Contributions	\$92,017	\$21,863	\$48,855	\$70,718	\$92,017
<b>Total Revenues</b>	<b>\$92,017</b>	<b>\$21,863</b>	<b>\$48,855</b>	<b>\$70,718</b>	<b>\$92,017</b>
<b>Expenditures</b>					
<i>Administrative</i>					
Supervisor Fees	\$4,800	\$0	\$2,400	\$2,400	\$4,800
FICA Expense	\$367	\$0	\$184	\$184	\$367
Engineering	\$12,000	\$1,603	\$6,000	\$7,603	\$12,000
Attorney	\$25,000	\$180	\$12,500	\$12,680	\$25,000
Management Fees	\$35,000	\$17,500	\$17,500	\$35,000	\$35,000
Information Technology	\$600	\$300	\$300	\$600	\$600
Telephone	\$300	\$7	\$150	\$157	\$300
Postage	\$1,000	\$44	\$500	\$544	\$1,000
Insurance	\$5,150	\$5,000	\$0	\$5,000	\$5,150
Printing & Binding	\$1,000	\$59	\$500	\$559	\$1,000
Legal Advertising	\$5,000	\$0	\$5,000	\$5,000	\$5,000
Other Current Charges	\$1,000	\$15	\$500	\$515	\$1,000
Office Supplies	\$625	\$2	\$300	\$302	\$625
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Total Expenditures</b>	<b>\$92,017</b>	<b>\$24,884</b>	<b>\$45,834</b>	<b>\$70,718</b>	<b>\$92,017</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$0</b>	<b>(\$3,021)</b>	<b>\$3,021</b>	<b>\$0</b>	<b>\$0</b>

**Dowden West**  
**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.

*FICA Expense*

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

*Engineering*

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

*Attorney*

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

*Management Fees*

The District will incur costs for Management, Accounting and Administrative services during the Fiscal Year.

**Dowden West**  
**Community Development District**  
GENERAL FUND BUDGET

Information Technology

Represents costs related to the District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Telephone

Telephone and fax machine.

Postage

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability, public official's liability insurance and property insurance coverages.

Printing & Binding

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

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.

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Dues, Licenses & Subscriptions

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

**SECTION V**



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1

# Dowden West Community Development District

## Summary of Checks

September 15, 2017 to April 11, 2018

Bank	Date	Check No.'s	Amount
General Fund	9/26/17	4	\$ 5,000.00
	10/9/17	5-7	\$ 9,574.36
	10/24/17	8-9	\$ 6,419.59
	11/22/17	10-12	\$ 4,344.01
	12/29/17	13-14	\$ 3,150.17
	2/7/18	15-16	\$ 5,934.84
			\$ 34,422.97
Payroll	Thomas O Franklin	50002	\$ 184.70
			\$ 184.70
			<b>\$ 34,607.67</b>

CHECK DATE	VEND#	.....INVOICE.....	.....EXPENSED TO.....	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK....	
DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK....	AMOUNT	#	
9/26/17	00003	8/25/17	5953	201709	300-15500-10000		FY18 FIA POLICY RENEWAL		EGIS INSURANCE ADVISORS, LLC	*	5,000.00	5,000.00	000004
10/09/17	00001	6/30/17	1	201706	310-51300-34000		MANAGEMENT FEES-JUN17			*	1,555.52		
		7/03/17	2	201707	310-51300-34000		MANAGEMENT FEES-JUL17			*	2,916.67		
		7/03/17	2	201707	310-51300-51000		SUPPLIES			*	1.08		
		7/03/17	2	201707	310-51300-42000		POSTAGE			*	11.22		
		7/03/17	2	201707	310-51300-42500		COPIES			*	135.30		
		8/01/17	3	201708	310-51300-34000		MANAGEMENT FEES-AUG17			*	2,916.67		
		8/01/17	3	201708	310-51300-51000		SUPPLIES			*	.03		
		8/01/17	3	201708	310-51300-42000		POSTAGE			*	.47		
		8/01/17	3	201708	310-51300-42500		COPIES			*	25.35		
		8/01/17	3	201708	310-51300-41000		TELEPHONE			*	6.49		
		8/01/17	3	201708	310-51300-48000		ORGANIZATIONAL NOTICE			*	263.75		
10/09/17	00002	7/18/17	77326	201706	310-51300-31500		ENG RPT/ CDD MEETING PREP		GOVERNMENTAL MANAGEMENT SERVICES-	*	950.95	7,832.55	000005
10/09/17	00004	9/30/17	00339258	201709	310-51300-48000		NTC OF MEETING - SEP17		LATHAM, SHUKER, EDN & BEAUDINE, LLP	*	790.86	950.95	000006
10/24/17	00001	9/01/17	4	201709	310-51300-34000		MANAGEMENT FEES - SEP 17		ORLANDO SENTINEL	*		790.86	000007
		9/01/17	4	201709	310-51300-51000		SUPPLIES - SEP 17			*	2,916.67		
		9/01/17	4	201709	310-51300-42000		POSTAGE - SEP 17			*	.15		
		9/01/17	4	201709	310-51300-42500		COPIES - SEP 17			*	2.03		
		9/01/17	4	201709	310-51300-41000		TELEPHONE - SEP 17			*	49.05		
		9/01/17	4	201709	310-51300-41000		TELEPHONE - SEP 17			*	6.34		



CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#
10/24/17	00002	9/01/17	4	201709	310-51300-35100		WEBSITE SET UP/DOMAIN	*	500.00	
GOVERNMENTAL MANAGEMENT SERVICES-										
10/24/17	00002	7/18/17	77327	201706	300-13100-10100		RVW MTD/ENG RPT/VAL-17END	*	1,207.00	3,474.24 000008
8/11/17	77607	201707	310-51300-31500				PREP/ATTEND CDD MEETING	*	747.95	
9/18/17	78092	201708	310-51300-31500				AGNDAS/PREP & ATTEND MTG	*	990.40	
LATHAM, SHUKER, EDN & BEAUDINE, LLP										
11/22/17	00005	10/02/17	71228	201710	310-51300-54000		SPECIAL DISTRICT FEE-FY18	*	175.00	
DEPARTMENT OF ECONOMIC OPPORTUNITY										
11/22/17	00001	10/02/17	5	201710	310-51300-34000		MANAGEMENT FEES - OCT 17	*	2,916.67	
10/02/17	5	201710	310-51300-35100				IT SERVICES - OCT 17	*	50.00	
10/02/17	5	201710	310-51300-51000				OFFICE SUPPLIES - OCT 17	*	1.32	
10/02/17	5	201710	310-51300-42000				POSTAGE - OCT 17	*	27.60	
10/02/17	5	201710	310-51300-42500				COPIES - OCT 17	*	31.35	
10/02/17	5	201710	310-51300-41000				TELEPHONE - OCT 17	*	6.57	
GOVERNMENTAL MANAGEMENT SERVICES-										
11/22/17	00002	10/13/17	78450	201709	310-51300-31500		ACQUISITION AGMT/BRD MTG	*	1,135.50	3,033.51 000011
LATHAM, SHUKER, EDN & BEAUDINE, LLP										
12/29/17	00001	11/01/17	6	201711	310-51300-34000		MANAGEMENT FEES - NOV 17	*	2,916.67	1,135.50 000012
11/01/17	6	201711	310-51300-35100				IT SERVICES - NOV 17	*	50.00	
11/01/17	6	201711	310-51300-51000				OFFICE SUPPLIES - NOV 17	*	.21	
11/01/17	6	201711	310-51300-42000				POSTAGE - NOV 17	*	2.34	
11/01/17	6	201711	310-51300-42500				COPIES - NOV 17	*	1.35	
GOVERNMENTAL MANAGEMENT SERVICES-										
									2,970.57	000013

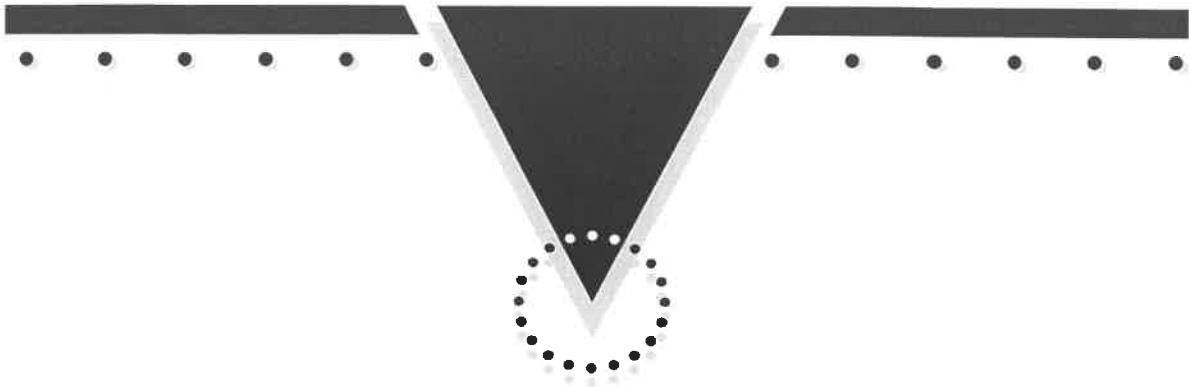
DOWD DOWDEN WEST KCOSTA

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#	AMOUNT
12/29/17	00002	11/13/17	78708	201710	310-51300-31500			LATHAM, SHUKER, EDN & BEAUDINE, LLP	*	179.60		179.60
					DEO/2017	STATUTORY UPDATE						
2/07/18	00001	12/01/17	7	201712	310-51300-34000			MANAGEMENT FEES - DEC 17	*	2,916.67		2,916.67
		12/01/17	7	201712	310-51300-35100			IT SERVICES - DEC 17	*	50.00		50.00
		12/01/17	7	201712	310-51300-51000			OFFICE SUPPLIES	*	.06		.06
		12/01/17	7	201712	310-51300-42000			POSTAGE	*	.94		.94
GOVERNMENTAL MANAGEMENT SERVICES-												
2/27/18	00001	1/02/18	8	201801	310-51300-34000			MANAGEMENT FEES - JAN 18	*	2,916.67		2,916.67
		1/02/18	8	201801	310-51300-35100			IT SERVICES	*	50.00		50.00
		1/02/18	8	201801	310-51300-51000			OFFICE SUPPLIES	*	.03		.03
		1/02/18	8	201801	310-51300-42000			POSTAGE	*	.47		.47
GOVERNMENTAL MANAGEMENT SERVICES-												
										TOTAL FOR BANK A	34,422.97	
										TOTAL FOR REGISTER	34,422.97	

DOWD DOWDEN WEST KCOSTA

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**DOWDEN WEST**  
**Community Development District**

**Unaudited Financial Reporting**

**March 31, 2018**



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**DOWDEN WEST**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**BALANCE SHEET**  
**March 31, 2018**

	General Fund	Capital Projects Fund	Totals
<b><u>ASSETS:</u></b>			
CASH	\$5,764	---	\$5,764
DUE FROM DEVELOPER	\$4,570	---	\$4,570
DUE FROM CAPITAL PROJECTS	\$1,207	---	\$1,207
<b>TOTAL ASSETS</b>	<b>\$11,540</b>	<b>\$0</b>	<b>\$11,540</b>
<b><u>LIABILITIES:</u></b>			
ACCOUNTS PAYABLE	\$7,576	---	\$7,576
DUE TO GENERAL FUND	---	\$1,207	\$1,207
<b><u>FUND EQUITY:</u></b>			
FUND BALANCES:			
ASSIGNED FOR CAPITAL PROJECTS	---	(\$1,207)	(\$1,207)
UNASSIGNED	\$3,964	---	\$3,964
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$11,540</b>	<b>\$0</b>	<b>\$11,540</b>

# DOWDEN WEST

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/18	ACTUAL THRU 03/31/18	VARIANCE
<b><u>REVENUES:</u></b>				
DEVELOPER CONTRIBUTIONS	\$92,017	\$46,009	\$21,863	(\$24,145)
<b>TOTAL REVENUES</b>	<b>\$92,017</b>	<b>\$46,009</b>	<b>\$21,863</b>	<b>(\$24,145)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
SUPERVISOR FEES	\$4,800	\$2,400	\$0	\$2,400
FICA PAYABLE	\$367	\$184	\$0	\$184
ENGINEERING	\$12,000	\$6,000	\$1,603	\$4,398
ATTORNEY	\$25,000	\$12,500	\$180	\$12,320
MANAGEMENT FEES	\$35,000	\$17,500	\$17,500	(\$0)
INFORMATION TECHNOLOGY	\$600	\$300	\$300	\$0
TELEPHONE	\$300	\$150	\$7	\$143
POSTAGE	\$1,000	\$500	\$44	\$456
INSURANCE	\$5,150	\$5,150	\$5,000	\$150
PRINTING & BINDING	\$1,000	\$500	\$59	\$441
LEGAL ADVERTISING	\$5,000	\$2,500	\$0	\$2,500
OTHER CURRENT CHARGES	\$1,000	\$500	\$15	\$485
OFFICE SUPPLIES	\$625	\$313	\$2	\$310
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$92,017</b>	<b>\$48,671</b>	<b>\$24,884</b>	<b>\$23,787</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>(\$3,021)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$6,986</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$3,964</b>	

**DOWDEN WEST**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND**

Statement of Revenues & Expenditures  
For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/18	ACTUAL THRU 03/31/18	VARIANCE
<b><u>REVENUES:</u></b>				
BOND PROCEEDS	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
CAPITAL OUTLAY - COSTS OF ISSUANCE	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>(\$1,207)</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>(\$1,207)</b>	



**DOWDEN WEST  
COMMUNITY DEVELOPMENT DISTRICT**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
<b>REVENUES:</b>													
DEVELOPER CONTRIBUTIONS	\$8,209	\$3,150	\$2,968	\$2,967	\$0	\$4,570	\$0	\$0	\$0	\$0	\$0	\$0	\$21,863
<b>TOTAL REVENUES</b>	<b>\$8,209</b>	<b>\$3,150</b>	<b>\$2,968</b>	<b>\$2,967</b>	<b>\$0</b>	<b>\$4,570</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$21,863</b>
<b>EXPENDITURES:</b>													
<b>ADMINISTRATIVE</b>													
SUPERVISOR FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENGINEERING	\$0	\$0	\$0	\$1,603	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,603
ATTORNEY	\$180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$0	\$0	\$0	\$17,500
INFORMATION TECHNOLOGY	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$300
TELEPHONE	\$7	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7
POSTAGE	\$28	\$2	\$1	\$0	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44
INSURANCE	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
PRINTING & BINDING	\$31	\$1	\$0	\$0	\$27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59
LEGAL ADVERTISING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER CURRENT CHARGES	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15
OFFICE SUPPLIES	\$1	\$0	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>TOTAL EXPENDITURES</b>	<b>\$8,403</b>	<b>\$2,971</b>	<b>\$2,968</b>	<b>\$4,570</b>	<b>\$3,007</b>	<b>\$2,967</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,884</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$195)</b>	<b>\$180</b>	<b>\$0</b>	<b>(\$1,603)</b>	<b>(\$3,007)</b>	<b>\$1,603</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$3,021)</b>

DOWDEN WEST  
COMMUNITY DEVELOPMENT DISTRICT  
DEVELOPER CONTRIBUTIONS/DUE FROM DEVELOPER

FUNDING REQUEST #	PREPARED DATE	PAYMENT RECEIVED DATE	CHECK AMOUNT	TOTAL FUNDING REQUEST	GENERAL FUND PORTION (FY17)	GENERAL FUND PORTION (FY18)	DUE FROM CAPITAL	OVER AND (SHORT) BALANCE DUE	
1	6/15/17	7/20/17	\$ 11,722.00	\$ 11,722.00	\$ 11,722.00	\$ -	\$ -	\$ -	
2	7/14/17	10/2/17	\$ 4,619.79	\$ 4,619.79	\$ 4,619.79	\$ -	\$ -	\$ -	
3	8/17/17	10/2/17	\$ 4,563.71	\$ 4,563.71	\$ 4,563.71	\$ -	\$ -	\$ -	
4	8/26/17	10/2/17	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	
B11	9/7/17	10/19/17	\$ 1,207.00	\$ 1,207.00	\$ -	\$ -	\$ 1,207.00	\$ -	
5	9/21/17	10/19/17	\$ 215.30	\$ 215.30	\$ 215.30	\$ -	\$ -	\$ -	
6	9/21/17	10/19/17	\$ 5,427.89	\$ 5,427.89	\$ 5,427.89	\$ -	\$ -	\$ -	
1	10/25/17	11/20/17	\$ 4,344.01	\$ 4,344.01	\$ 1,135.50	\$ 3,208.51	\$ -	\$ -	
2	11/22/17	12/15/17	\$ 3,150.17	\$ 3,150.17	\$ -	\$ 3,150.17	\$ -	\$ -	
3	12/31/17	1/18/18	\$ 2,967.67	\$ 2,967.67	\$ -	\$ 2,967.67	\$ -	\$ -	
4	1/31/18	2/22/18	\$ 2,967.17	\$ 2,967.17	\$ -	\$ 2,967.17	\$ -	\$ -	
5	3/9/18		\$ -	\$ 4,569.67	\$ -	\$ 4,569.67	\$ -	\$ 4,569.67	
<b>DUE FROM DEVELOPER</b>				<b>\$ 46,184.71</b>	<b>\$ 50,754.38</b>	<b>\$ 27,684.19</b>	<b>\$ 21,863.19</b>	<b>\$ 1,207.00</b>	<b>\$ 4,569.67</b>

**TOTAL DEVELOPER CONTRIBUTIONS FY18**

**\$ 21,863.19**



**Dowden West  
Community Development District**

FY17 Funding Request #6  
September 21, 2017

<b>Payee</b>	<b>General Fund</b>
<b>1 Governmental Management Services - CF, LLC</b> Inv# 4 - Management Fees - September 2017	\$ 3,474.24
<b>2 Latham, Shuker, Eden &amp; Beaudine, LLP</b> Inv# 77607 - District Counsel - July 2017 Inv# 78092 - District Counsel - August 2017	\$ 747.95 \$ 990.40
<b>3 Supervisor Fees</b> <b>September 21, 2017</b> Tom Franklin	\$ 215.30
<hr/>	
<b>Total:</b>	<b>\$ 5,427.89</b>

Please make check payable to:

**Dowden West Community Development District**  
1412 South Narcoossee Road  
St. Cloud, Florida 34771

Wire Funds to:

**Dowden West Community Development District**  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000193639829  
Contact: Kelly Lawler  
(407) 237-1072

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

# Invoice

RECEIVED

SEP 05 2017

Invoice #: 4  
Invoice Date: 9/1/17  
Due Date: 9/1/17  
Case:  
P.O. Number:

Bill To:  
Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

BY: \_\_\_\_\_

Description	Hours/Qty	Rate	Amount
Management Fees - September 2017		2,916.67	2,916.67
Office Supplies		0.15	0.15
Postage		2.03	2.03
Copies		49.05	49.05
Telephone		6.34	6.34
Website set up & domain renewal		500.00	500.00
<b>Total</b>			<b>\$3,474.24</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,474.24</b>

LATHAM, SHUKER, EDEN & BEAUDINE, LLP  
ATTORNEYS AT LAW

111 N. MAGNOLIA AVE, STE 1400  
ORLANDO, FLORIDA 32801  
POST OFFICE BOX 3353  
ORLANDO, FLORIDA 32802  
TELEPHONE: (407) 481-5800  
FACSIMILE: (407) 481-5801

August 11, 2017

Dowden West Community Development District  
c/o GMS Central Florida  
135 W. Central Boulevard, Suite 320  
Orlando, FL 32810

AUG 14 2017

**INVOICE**

Matter ID: 3936-001  
General

Invoice # 77607  
Federal ID # 59-3366512

**For Professional Services Rendered:**

07/13/2017	ACD	Review prior meeting minutes and prepare for meeting.	0.50 hr	\$122.50
07/17/2017	JAC	Receive and review email from J. Gaskins regarding annual report information and send to GMS for response.	0.20 hr	\$71.00
07/20/2017	ACD	Prepare for and attend GDD Board meeting; follow up with Developer counsel via email.	2.20 hr	\$539.00
Total Professional Services:				\$732.50

**For Disbursements Incurred:**

07/31/2017	Document Reproduction Expense	\$15.45
Total Disbursements Incurred:		\$15.45

**INVOICE SUMMARY**

For Professional Services:	2.90 Hours	\$732.50
For Disbursements Incurred:		\$15.45
New Charges this Invoice:		<u>\$747.95</u>
Previous Balance:		\$950.95
Less Payment and Credits Received:		\$0.00
Outstanding Balance:		<u>\$950.95</u>
Plus New Charges this Invoice:		<u>\$747.95</u>
Total Due:		<u>\$1,698.90</u>

Billed Through: July 31, 2017

**LATHAM, SHUKER, EDEN & BEAUDINE, LLP**  
ATTORNEYS AT LAW

111 N. MAGNOLIA AVE, STE 1400  
ORLANDO, FLORIDA 32801  
POST OFFICE BOX 3353  
ORLANDO, FLORIDA 32802  
TELEPHONE: (407) 481-5800  
FACSIMILE: (407) 481-5801

**RECEIVED**

SEP 19 2017

September 18, 2017

Dowden West Community Development District  
c/o GMS Central Florida  
135 W. Central Boulevard, Suite 320  
Orlando, FL 32810

**INVOICE**

Matter ID: 3936-001  
General

Invoice # 78092  
Federal ID # 59-3366512

**For Professional Services Rendered:**

08/10/2017	ACD	Review upcoming meeting agenda and minutes.	0.50 hr	\$122.50
08/16/2017	jms	Review, revise, compile and emailed board member packets to five new board members	0.60 hr	\$24.00
08/17/2017	ACD	Prepare for and attend Board meeting.	2.80 hr	\$686.00
08/28/2017	JAC	Emails regarding agenda and bond issues.	0.40 hr	\$142.00
<b>Total Professional Services:</b>				<b>\$974.50</b>

**For Disbursements Incurred:**

08/31/2017	Document Reproduction Expense		\$15.90
<b>Total Disbursements Incurred:</b>			<b>\$15.90</b>

**INVOICE SUMMARY**

For Professional Services:	4.30 Hours	\$974.50
For Disbursements Incurred:		\$15.90
New Charges this Invoice:		\$990.40
Previous Balance:		\$1,698.90
Less Payment and Credits Received:		\$0.00
Outstanding Balance:		\$1,698.90
Plus New Charges this Invoice:		\$990.40
<b>Total Due:</b>		<b>\$2,689.30</b>

Billed Through: August 31, 2017





**Dowden West**  
**Community Development District**

FY18 Funding Request #1  
 October 25, 2017

Payee	General Fund FY2017	General Fund FY2018
1 Florida Department of Revenue Inv# 71228 - FY2018 Annual Special District Fee - October 2017		\$ 175.00
2 Governmental Management Services - CF, LLC Inv# 5 - Management Fees - October 2017		\$ 3,033.51
3 Latham, Shuker, Eden & Beaudine, LLP Inv# 78450 - District Counsel - September 2017	\$ 1,135.50	
	\$ 1,135.50	\$ 3,208.51
<b>Total:</b>		\$ 4,344.01

Please make check payable to:

Dowden West Community Development District  
 1412 South Narcoossee Road  
 St. Cloud, Florida 34771

Wire Funds to:

Dowden West Community Development District  
 SunTrust Bank, NA  
 ABA # 061000104  
 Acct # 1000193639829  
 Contact: Kelly Lawler  
 (407) 237-1072

**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2017/2018 Special District Fee Invoice and Update Form**  
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 71228			Date Invoiced: 10/02/2017
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/04/2017: \$175.00

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

**1. Special District's Name, Registered Agent's Name, and Registered Office Address:**



**Dowden West Community Development District**  
 Ms. Jan Albanese Carpenter  
 111 North Magnolia Avenue, Suite 1400  
 Orlando, FL 32801

- 2. Telephone: (407) 481-5800
- 3. Fax: (407) 481-5801
- 4. Email: jcarpenter@lseblaw.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: Not on file - please provide.
- 8. County(ies): Orange
- 9. Function(s): Community Development
- 10. Boundary Map on File: 06/29/2017
- 11. Creation Document on File: 06/29/2017
- 12. Date Established: 04/10/2017
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: City of Orlando
- 15. Creation Document(s): City Ordinance 2017-20
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 07/14/2017

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: \_\_\_\_\_ Date \_\_\_\_\_

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

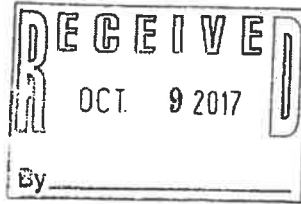
- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
  - 1. \_\_\_ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
  - 2. \_\_\_ This special district is in compliance with the reporting requirements of the Department of Financial Services.
  - 3. \_\_\_ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2015/2016 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: \_\_\_ Denied: \_\_\_ Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

**GMS-Central Florida, LLC**  
1001 Bradford Way  
Kingston, TN 37783



# Invoice

Invoice #: 5  
Invoice Date: 10/2/17  
Due Date: 10/2/17  
Case:  
P.O. Number:

**Bill To:**  
Dowden West CDD  
135 West Central Bldg.  
Suite 320  
Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - October 2017		2,916.87	2,916.87
Information Technology - October 2017		50.00	50.00
Office Supplies		1.32	1.32
Postage		27.60	27.60
Copies		31.35	31.35
Telephone		6.57	6.57
<b>Total</b>			<b>\$3,033.51</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,033.51</b>

**LATHAM, SHUKER, EDEN & BEAUDINE, LLP**  
ATTORNEYS AT LAW

111 N. MAGNOLIA AVE, STE 1400  
ORLANDO, FLORIDA 32801  
POST OFFICE BOX 3353  
ORLANDO, FLORIDA 32802  
TELEPHONE: (407) 481-5800  
FACSIMILE: (407) 481-5801

October 13, 2017

Dowden West Community Development District  
c/o GMS Central Florida  
135 W. Central Boulevard, Suite 320  
Orlando, FL 32810

**INVOICE**

Matter ID: 3936-001  
General

Invoice # 78450  
Federal ID # 59-3366512

**For Professional Services Rendered:**

Date	Client	Description	Hours	Amount
09/14/2017	ACD	Review minutes and agenda for upcoming meeting.	0.50 hr	\$122.50
09/18/2017	ACD	Draft and transmit Acquisition Agreement to Developer's Counsel.	1.60 hr	\$392.00
09/20/2017	JAC	Prep A. d'Adesky for meeting; review agenda and meeting listing for proposed resolution.	0.30 hr	\$106.50
09/21/2017	ACD	Prepare for and attend CDD Board meeting.	2.10 hr	\$514.50
<b>Total Professional Services:</b>				<b>\$1,135.50</b>

**INVOICE SUMMARY**

For Professional Services:	4.50 Hours	<u>\$1,135.50</u>
New Charges this Invoice:		<u>\$1,135.50</u>
Previous Balance:		\$2,689.30
Less Payment and Credits Received:		\$0.00
Outstanding Balance:		<u>\$2,689.30</u>
Plus New Charges this Invoice:		<u>\$1,135.50</u>
<b>Total Due:</b>		<b><u>\$3,824.80</u></b>

Billed Through: September 30, 2017

**Dowden West**  
**Community Development District**

FY18 Funding Request #2  
November 22, 2017

<b>Payee</b>		<b>General Fund</b>	
		<b>FY2018</b>	
<b>1</b>	<b>Governmental Management Services - CF, LLC</b> Inv# 6 - Management Fees - November 2017	\$	2,970.57
<b>2</b>	<b>Latham, Shuker, Eden &amp; Beaudine, LLP</b> Inv# 78708- District Counsel - October 2017	\$	179.60
		<b>Total:</b>	<b>\$ 3,150.17</b>

Please make check payable to:

**Dowden West Community Development District**  
1412 South Narcoossee Road  
St. Cloud, Florida 34771

Wire Funds to:

**Dowden West Community Development District**  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000193639829  
Contact: Kelly Lawler  
(407) 237-1072

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

# Invoice

Invoice #: 6  
 Invoice Date: 11/1/17  
 Due Date: 11/1/17  
 Case:  
 P.O. Number:

Bill To:  
 Dowden West CDD  
 135 West Central Blvd.  
 Suite 320  
 Orlando, FL 32801



Description	Hours/Qty	Rate	Amount
Management Fees - November 2017 34		2,916.67	2,916.67
Information Technology - November 2017 351		50.00	50.00
Office Supplies 51		0.21	0.21
Postage 42		2.34	2.34
Copies 425		1.35	1.35
<b>Total</b>			<b>\$2,970.57</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$2,970.57</b>

**LATHAM, SHUKER, EDEN & BEAUDINE, LLP**  
ATTORNEYS AT LAW

111 N. MAGNOLIA AVE, STE 1400  
ORLANDO, FLORIDA 32801  
POST OFFICE BOX 3353  
ORLANDO, FLORIDA 32802  
TELEPHONE: (407) 481-5800  
FACSIMILE: (407) 481-5801

November 13, 2017

Dowden West Community Development District  
c/o GMS Central Florida  
135 W. Central Boulevard, Suite 320  
Orlando, FL 32810

**INVOICE**

Matter ID: 3936-001  
General

Invoice # 78708  
Federal ID # 59-3366512

**For Professional Services Rendered:**

10/10/2017	JAC	Complete D.E.O. Accountability Form.	0.20 hr	\$71.00
10/12/2017	ACD	Research 2017 Statutory updates, confirm against District Rules and Procedures for consistency.	0.40 hr	\$102.00
<b>Total Professional Services:</b>				<b>\$173.00</b>

**For Disbursements Incurred:**

10/31/2017	Document Reproduction Expense	\$6.60
<b>Total Disbursements Incurred:</b>		<b>\$6.60</b>

**INVOICE SUMMARY**

For Professional Services:	0.60 Hours	\$173.00
For Disbursements Incurred:		\$6.60
<b>New Charges this Invoice:</b>		<b>\$179.60</b>
-----		
Previous Balance:		\$2,873.85
Less Payment and Credits Received:		\$1,738.35
<b>Outstanding Balance:</b>		<b>\$1,135.50</b>
<b>Plus New Charges this Invoice:</b>		<b>\$179.60</b>
<b>Total Due:</b>		<b>\$1,315.10</b>

Billed Through: October 31, 2017

**Dowden West  
Community Development District**

**FY18 Funding Request #3  
December 31, 2017**

<b>Payee</b>	<b>General Fund FY2018</b>
<b>1 Governmental Management Services - CF, LLC Inv# 7 - Management Fees - December 2017</b>	<b>\$ 2,967.67</b>
<hr/>	
<b>Total:</b>	<b>\$ 2,967.67</b>

Please make check payable to:

**Dowden West Community Development District**  
1412 South Narcoosse Road  
St. Cloud, Florida 34771

Wire Funds to:

**Dowden West Community Development District**  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000193639829  
Contact: Kelly Lawler  
(407) 237-1072



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

# Invoice



Invoice #: 7  
Invoice Date: 12/1/17  
Due Date: 12/1/17  
Case:  
P.O. Number:

**Bill To:**  
Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - December 2017 34		2,916.67	2,916.67
Information Technology - December 2017 351		50.00	50.00
Office Supplies S!		0.06	0.06
Postage R		0.94	0.94
<b>Total</b>			<b>\$2,967.67</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$2,967.67</b>

**Dowden West  
Community Development District**

**FY18 Funding Request #4  
January 31, 2018**

<b>Payee</b>	<b>General Fund FY2018</b>
<b>1 Governmental Management Services - CF, LLC Inv# 8 - Management Fees - January 2018</b>	<b>\$ 2,967.17</b>
<hr/>	
<b>Total:</b>	<b>\$ 2,967.17</b>

Please make check payable to:

**Dowden West Community Development District  
1412 South Narcoossee Road  
St. Cloud, Florida 34771**

Wire Funds to:

**Dowden West Community Development District  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000193639829  
Contact: Kelly Lawler  
(407) 237-1072**

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

# Invoice

Invoice #: 8  
Invoice Date: 1/2/18  
Due Date: 1/2/18  
Case:  
P.O. Number:

**Bill To:**  
Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

JAN 9 2018

Description	Hours/Qty	Rate	Amount
Management Fees January 2018		2,916.67	2,916.67
Information Technology January 2018		50.00	50.00
Office Supplies		0.03	0.03
Postage		0.47	0.47
<b>Total</b>			<b>\$2,967.17</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$2,967.17</b>

**Dowden West  
Community Development District**

FY18 Funding Request #5  
March 9, 2018

Payee	General Fund FY2018
<b>1 Governmental Management Services - CF, LLC</b> Inv# 9 - Management Fees - February 2018 Inv# 10 - Management Fees - March 2018	\$ 2,967.17
<b>2 Dewberry Engineers, Inc.</b> Inv# 1513140 - Engineering Services - January 2018	\$ 1,602.50
<b>Total:</b>	
	<b>\$ 4,569.67</b>

Please make check payable to:

**Dowden West Community Development District**  
 1412 South Narcoossee Road  
 St. Cloud, Florida 34771

Wire Funds to:

**Dowden West Community Development District**  
 SunTrust Bank, NA  
 ABA # 061000104  
 Acct # 1000193639829  
 Contact: Kelly Lawler  
 (407) 237-1072

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

# Invoice

**RECEIVED**

FEB 06 2018

**Bill To:**  
Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

**Invoice #:** 9  
**Invoice Date:** 2/1/18  
**Due Date:** 2/1/18  
**Case:**  
**P.O. Number:**

**BY:** \_\_\_\_\_

Description	Hours/Qty	Rate	Amount
Management Fees - February 2018		2,916.67	2,916.67
Information Technology - February 2018		50.00	50.00
Office Supplies		0.84	0.84
Postage		12.54	12.54
Copies		26.70	26.70
<b>Total</b>			<b>\$3,006.75</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,006.75</b>

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**RECEIVED**

MAR 02 2018

**Bill To:**

Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

BY: \_\_\_\_\_

Invoice #: 10  
Invoice Date: 3/1/18  
Due Date: 3/1/18  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - March 2018		2,916.67	2,916.67
Information Technology - March 2018		50.00	50.00

<b>Total</b>	<b>\$2,966.67</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$2,966.67</b>

**INVOICE**

**RECEIVED**  
FEB 20 2018



Please remit to: Dewberry Engineering Inc.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

Invoice #: 1513140  
Invoice Date: 2/9/2018  
Due Date: 3/11/2018  
Client #: 741339  
Contract #: 50097961  
Batch #: 2759194

To: DOWDEN WEST CDD  
GMS C/O GEORGE FLINT  
135 WEST CENTRAL BOULEVARD, SUITE 320  
ORLANDO FL 32801

Work Performed Thru Period Ending 1/26/2018

ob: 50097961 Dowden West CDD Eng WA 2018-1

**TIME & MATERIAL BILLING**

Task ID Task Description

T002 Engineering Services

**CURRENT PERIOD BILLING**

Description	Prev Amount Billed	\$	4,510.00	Hours	Rate	Amount
DESIGNER II				3.50	115.000	\$ 402.50
ENGINEER V				7.50	160.000	\$ 1,200.00
<b>TOTAL HOURLY LABOR</b>				11.00		\$ 1,602.50
<b>TOTAL FOR T002</b>						\$ 1,602.50

**TOTAL FOR JOB: 50097961 \$ 1,602.50**

**TOTAL INVOICE AMOUNT DUE \$ 1,602.50**  
**BY 3/11/2018**

*This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.*

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.  
**REINARDO MALAVE DAVILA**



50097961  
Dowden West CDD Eng WA 2018-1

start_date	end_date	emp_id	fullname	cost_code	description	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
1/6/2018	1/12/2018	220361	HUBER, STEPHEN K.	T0020000	Engineering Services/master utility overlay	0	0	0	0	0	3	0	3
1/6/2018	1/12/2018	220319	JOHNSON, ROBERT M	T0020000	Engineering Services - estimate	0	0	0	2	0	0	1.5	3.5
1/13/2018	1/19/2018	220361	HUBER, STEPHEN K.	T0020000	Engineering Services/master utility overlays	0	0	0.5	0	0	0	0	0.5
1/13/2018	1/19/2018	220319	JOHNSON, ROBERT M	T0020000	Engineering Services cdd funding estimate	0	0	1	2	1	0	0	4





**Dowden West**  
**Community Development District**

FY18 Funding Request #6  
April 12, 2018

<b>Payee</b>	<b>General Fund</b>
	<b>FY2018</b>
<b>1</b> <b>Governmental Management Services - CF, LLC</b> Inv# 11 - Management Fees - April 2018	\$            2,966.67
<hr/>	
<b>Total:</b>	<b>\$            2,966.67</b>

Please make check payable to:

**Dowden West Community Development District**  
135 West Central Blvd, Suite 320  
Orlando, FL 32801

Wire Funds to:

**Dowden West Community Development District**  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000193639829  
Contact: Kelly Lawler  
(407) 237-1072

**GMS-Central Florida, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice****Invoice #:** 11**Invoice Date:** 4/2/18**Due Date:** 4/2/18**Case:****P.O. Number:****Bill To:**Dowden West CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - April 2018		2,916.67	2,916.67
Information Technology -April 2018		50.00	50.00

**Total** \$2,966.67**Payments/Credits** \$0.00**Balance Due** \$2,966.67