

*Dowden West Community
Development District*

Agenda

July 18, 2019

AGENDA

Dowden West

Community Development District

135 W. Central Blvd., Suite 320, Orlando, Florida 32801

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

July 11, 2019

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

Dear Board Members:

The Board of Supervisors of Dowden West Community Development District will meet **Thursday, July 18, 2019 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. Organizational Matters
 - A. Acceptance of Resignations of Keith Trace and Steven Kalberer and Appointment of Individuals to Fulfill the Board Vacancies
 - B. Administration of Oaths of Office to Newly Appointed Board Members
 - C. Election of Officers
 - D. Consideration of Resolution 2019-05 Electing Officers
4. Approval of Minutes of April 18, 2019 Meeting
5. Public Hearing
 - A. Consideration of Resolution 2019-06 Adopting the Fiscal Year 2020 Budget and Relating to the Annual Appropriations
 - B. Consideration of Resolution 2019-07 Imposing Special Assessments and Certifying an Assessment Roll
6. Consideration of Resolution 2019-08 Authorizing Chairman to Execute Documents Related to the Acceptance of Certain Improvements
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet and Income Statement
 - ii. Ratification of Funding Requests #6 - #8
 - iii. Presentation of Number of Registered Voters – 0
 - iv. Designation of **November 5, 2019** as Landowners' Meeting Date
 - v. Approval of Fiscal Year 2020 Meeting Schedule
8. Supervisor's Requests
9. Other Business
10. Next Meeting Date
11. 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 Organizational Matters. Section A is the acceptance of resignations of Mr. Keith Trace and Mr. Steven Kalberer and appointment of individuals to fulfill the Board vacancies. Copies of the letters are enclosed for your review. Section B is the administration of Oaths of Office to the newly appointed Board members and Section C is the election of officers. Section D is the consideration of Resolution 2019-05 electing officers. A copy of the Resolution is enclosed for your review.

The fourth order of business is the approval of the minutes of the April 18, 2019 meeting. The minutes are enclosed for your review.

The fifth order of business opens the public hearing to adopt the Fiscal Year 2020 budget and assessments. Section A is the consideration of Resolution 2019-06 adopting the Fiscal Year 2020 budget and relating to the annual appropriations. A copy of the Resolution and proposed budget are enclosed for your review. Section B is the consideration of Resolution 2019-07 imposing special assessments and certifying an assessment roll. A copy of the Resolution with the assessment roll is enclosed for your review.

The sixth order of business is the consideration of Resolution 2019-08 authorizing the Chairman to execute documents related to the acceptance of certain improvements. A copy of the Resolution will be provided under separate cover.

Section C of the seventh order of business is the District Manager's Report. Section 1 includes the balance sheet and income statement for review. Section 2 is the ratification of funding requests #6 - #8. Copies of the funding requests and supporting invoices is enclosed for your review. Section 3 is the presentation of the number of registered voters within the boundaries of the District. A copy of the letter from the Orange County Supervisor of Elections is enclosed for your review. Section 4 is the designation of November 5, 2019 as the landowners' meeting date. The instructions, sample agenda and landowner proxy are enclosed for your review. Section 5 is the approval of the proposed Fiscal Year 2020 meeting schedule. A sample meeting notice is 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,



George S. Flint
District Manager

CC: Jan Carpenter, District Counsel
Bobby Johnson, District Engineer
Darrin Mossing, GMS

Enclosures

SECTION III

SECTION A

May 31, 2019

Board of Supervisors
Dowden West Community Development District
c/o Governmental Management Services – Central Florida, LLC
135 West Central Boulevard, Suite 320
Orlando, Florida 32801

To Whom It May Concern,

Please be advised that I am resigning my position on the Dowden West Community Development District Board of Supervisors effective July 1, 2019.

Sincerely,

A handwritten signature in blue ink, appearing to be "Steven Kalberer", with a stylized, looping design.

Steven Kalberer

May 31, 2019

Board of Supervisors
Dowden West Community Development District
c/o Governmental Management Services – Central Florida, LLC
135 West Central Boulevard, Suite 320
Orlando, Florida 32801

To Whom It May Concern,

Please be advised that I am resigning my position on the Dowden West Community Development District Board of Supervisors effective July 1, 2019.

Sincerely,



Keith Trace

SECTION D

RESOLUTION 2019-05

A RESOLUTION ELECTING OFFICERS OF THE DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the **Dowden West Community Development District** at a regular business meeting held on **July 18, 2019** desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
_____	Treasurer
_____	Assistant Treasurer
_____	Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 18th DAY OF JULY, 2019.

Chairman / Vice Chairman

Secretary / Assistant Secretary

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 Thursday, April 18, 2019 at 9:00 a.m. in the offices of GMS-CF, LLC, 135 W. Central Boulevard, Suite 320, Orlando, Florida.

Present and constituting a quorum were:

Keith Trace	Chairman
Tom Franklin	Vice Chairman
Gregory Clark	Assistant Secretary
Chuck Bell	Assistant Secretary

Also present were:

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

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 December 20, 2018 Meeting

On MOTION by Mr. Trace seconded by Mr. Franklin with all in favor the minutes of the December 20, 2018 meeting were approved, as presented.

FOURTH ORDER OF BUSINESS

Consideration of Disclosure of Public Financing Report for Assessment Area One

Mr. Flint: Chapter 190 requires the Board to take certain actions to disclose when the District has issued debt and the way we do that is through the disclosure of public financing report that gets recorded in the records of Orange County so that anytime anyone goes to purchase property within this assessment area this report would come up in the title search letting them know that they are considering purchasing property within the CDD and the CDD has issued debt, what the debt was issued for, how the CDD is governed, what the debt service assessment amounts are and who they can contact with any questions or questions on O&M assessments. All of this information is taken out of either the Engineer's report or assessment methodology and we ask the Board to approve the report and authorize us to record it in the County records.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the Disclosure of Public Financing Report for Assessment Area One was approved and staff was authorized to record the document with Orange County.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-04 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing

Mr. Flint: Next is Resolution 2019-04 approving a proposed budget and setting the date, place and time for the public hearing for its final consideration. The Board is required to approve a proposed budget at least 60 days before the public hearing for its final adoption. We have to send this to the City of Orlando and Orange County; they have the ability to review and comment although we have never received comments from any local governmental entity on any CDD budget but that is part of the process. They don't have approval authority. Exhibit A is the proposed budget, which we emailed out to the Board, I have handed out hard copies this morning. This budget does not bind the Board you can make changes at the public hearing that we suggest you set for your July meeting. We expect some of these estimated maintenance costs are going to change going into the public hearing and the revenue to fund this would be a combination of O&M assessments and developer contributions through a developer funding agreement. The O&M assessments for purposes of the mailed notice range from a townhome at \$237 per unit, which is the net number to a 60-foot single-family at \$711. It would vary based on the same ERU factors you used for your debt service. The largest lot has to pay a higher amount.

Mr. Trace: With those figures and these unit counts what would the total budget be?

Mr. Flint: We need to incorporate what the estimated number of units are going to be and the difference between that and the total budget would go under a developer contribution line and that is how the budget would be balanced. Also the maintenance assessments would only be imposed on assessment area 1, the administrative assessments would be imposed on the entire District based on an acreage basis with the caveat that the portion of the property not owned by Beachline would be funded by Beachline through a developer funding agreement. That will all come together in the document for the public hearing but we just need the Board approval by concept so we make sure we do the mailed notice advising the landowners of the public hearing and what the proposed assessment amounts would be.

On MOTION by Mr. Trace seconded by Mr. Franklin with all in favor Resolution 2019-04 approving the proposed budget and setting the public hearing for July 18, 2019 at 9:00 a.m., in the offices of GMS-CF, LLC, 135 W. Central Boulevard, Suite 320, Orlando, Florida, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. d'Adesky: There are conveyances coming up through our normal conveyance process.

B. Engineer

Mr. Johnson: We will start doing the annual letter of the improvements, which have not been turned over at this time to the District.

Mr. Flint: You do have \$5.3 million in the capital project account to be requisitioned for improvements.

C. Manager

i. Approval of Check Register

Mr. Flint presented the check register from December 13, 2018 through April 11, 2019 in the amount of \$23,430.40.

On MOTION by Mr. Franklin seconded by Mr. Clark with all in favor the check register was approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.
No Board action was required.

iii. Ratification of Funding Requests #2 - #5

Mr. Flint: Funding requests #2 – #5 were provided to the developer under the developer funding agreement and I'm asking the Board to ratify those.

On MOTION by Mr. Trace seconded by Mr. Franklin with all in favor funding requests #2 – #5 were ratified.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Next Meeting Date

On MOTION by Mr. Franklin seconded by Mr. Trace with all in favor the meeting adjourned at 9:10 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION V

SECTION A

RESOLUTION 2019-06

THE ANNUAL APPROPRIATION RESOLUTION OF THE DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2019, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Dowden West Community Development 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 annual budget (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 July 18, 2019, as the date for 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, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District 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 DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT;

Section 1. Budget

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. That the District Manager's Proposed Budget, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes,

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 for Fiscal Year 2019 and/or revised projections for Fiscal Year 2020.

- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for Dowden West Community Development District for the Fiscal Year Ending September 30, 2020", as adopted by the Board of Supervisors on July 18, 2019.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the Dowden West Community Development District, for the fiscal year beginning October 1, 2019, and ending September 30, 2020, the sum of \$_____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL DEBT SERVICE FUND – SERIES 2018	\$ _____
TOTAL ALL FUNDS	\$ _____

Section 3. Supplemental Appropriations

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget

appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 18th day of July, 2019.

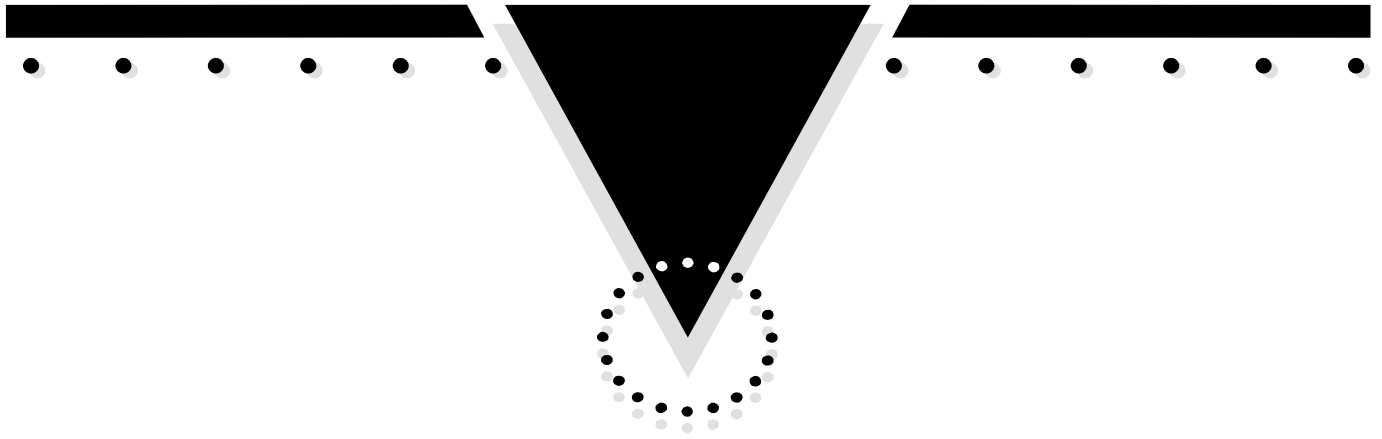
ATTEST:

**BOARD OF SUPERVISORS OF THE
DOWDEN WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____

Its: _____



Dowden West Community Development District

**Proposed Budget
FY 2020**



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Dowden West
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2019	Actuals Thru 6/30/19	Projected Next 3 Months	Projected Thru 9/30/19	Proposed Budget FY2020
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Revenues

Assessments - Tax Roll	\$0	\$0	\$0	\$0	\$80,455
Assessments - Direct**	\$0	\$0	\$0	\$0	\$96,839
Developer Contributions	\$92,017	\$39,975	\$28,091	\$68,066	\$90,543

Total Revenues	\$92,017	\$39,975	\$28,091	\$68,066	\$267,837
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Expenditures

Administrative

Supervisor Fees	\$4,800	\$600	\$600	\$1,200	\$4,800
FICA Expense	\$367	\$46	\$45	\$91	\$367
Engineering	\$12,000	\$2,980	\$3,000	\$5,980	\$12,000
Attorney	\$25,000	\$3,118	\$6,500	\$9,618	\$25,000
Arbitrage	\$0	\$0	\$0	\$0	\$650
Dissemination Fees	\$0	\$1,750	\$875	\$2,625	\$3,500
Annual Audit	\$0	\$0	\$0	\$0	\$4,000
Trustee Fees	\$0	\$0	\$3,500	\$3,500	\$3,500
Assessment Administration	\$0	\$0	\$0	\$0	\$5,000
Management Fees	\$35,000	\$26,250	\$8,750	\$35,000	\$35,000
Information Technology	\$600	\$450	\$150	\$600	\$600
Telephone	\$300	\$21	\$75	\$96	\$300
Postage	\$1,000	\$23	\$500	\$523	\$1,000
Insurance	\$5,150	\$5,000	\$0	\$5,000	\$5,500
Printing & Binding	\$1,000	\$207	\$500	\$707	\$1,000
Legal Advertising	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Other Current Charges	\$1,000	\$0	\$250	\$250	\$1,000
Office Supplies	\$625	\$1	\$200	\$201	\$625
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175

<u>Subtotal Administrative</u>	<u>\$92,017</u>	<u>\$40,621</u>	<u>\$27,445</u>	<u>\$68,066</u>	<u>\$109,017</u>
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Dowden West

Community Development District

Proposed Budget General Fund

Description	Adopted Budget FY2019	Actuals Thru 3/31/19	Projected Next 6 Months	Total Thru 9/30/19	Proposed Budget FY2020
<u>Operations & Maintenance</u>					
Contract Services					
Field Management	\$0	\$0	\$0	\$0	\$15,000
Landscape Maintenance	\$0	\$0	\$0	\$0	\$34,560
Lake Maintenance	\$0	\$0	\$0	\$0	\$10,260
Mitigation Monitoring	\$0	\$0	\$0	\$0	\$10,000
Repairs & Maintenance					
General Repairs & Maintenance	\$0	\$0	\$0	\$0	\$2,000
Operating Supplies	\$0	\$0	\$0	\$0	\$500
Landscape Replacement	\$0	\$0	\$0	\$0	\$5,000
Fountain Repairs & Maintenance	\$0	\$0	\$0	\$0	\$7,000
Irrigation Repairs	\$0	\$0	\$0	\$0	\$3,000
Road & Sidewalk Maintenance	\$0	\$0	\$0	\$0	\$5,000
Alleyway & Trail Maintenance	\$0	\$0	\$0	\$0	\$1,500
Signage	\$0	\$0	\$0	\$0	\$3,500
Utilities					
Electric	\$0	\$0	\$0	\$0	\$1,000
Water & Sewer	\$0	\$0	\$0	\$0	\$14,000
Streetlights	\$0	\$0	\$0	\$0	\$40,000
Other					
Contingency	\$0	\$0	\$0	\$0	\$5,000
Property Insurance	\$0	\$0	\$0	\$0	\$1,500
<u>Subtotal Operations & Maintenance</u>	\$0	\$0	\$0	\$0	\$158,820
Total Expenditures	\$92,017	\$40,621	\$27,445	\$68,066	\$267,837
Excess Revenues/(Expenditures)	\$0	(\$646)	\$646	\$0	\$0

FY2020 Assessments - On Roll

Type	Units	Per Unit - Gross	Per Unit - Net	Total Net Assessments
Townhome	52	\$315.13	\$296.22	\$15,403.55
Single Family - 40'	39	\$504.22	\$473.97	\$18,484.71
Single Family - 50'	39	\$630.27	\$592.45	\$23,105.70
Single Family - 60'	33	\$756.32	\$710.94	\$23,461.05
Total	163			\$80,455.00

** Assessments - Direct represents funds collected for a portion of the administrative budget covered by unplatted units within the District.

Administrative Budget - On Roll	\$ 12,177.76
Administrative Budget - Direct Bill	\$ 96,839.24
Total Administrative Budget	\$ 109,017.00

Dowden West

Community Development District

GENERAL FUND BUDGET

REVENUES:

Assessments

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

Developer Contributions

The District will enter into a Funding Agreement with the Developer to fund the operating expenditures not covered by assessments for the Fiscal Year

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.

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2018 bonds.

Dowden West

Community Development District

GENERAL FUND BUDGET

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues.

Annual Audit

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

Trustee Fees

The District will incur trustee related costs with the Series 2018 bonds.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Management Fees

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

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.

Dowden West

Community Development District

GENERAL FUND BUDGET

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.

Operations & Maintenance:

Contract Services:

Field Management

Represents the estimated costs of onsite field management of contracts for the District such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

Represents the estimated maintenance of the landscaping within the common areas of the District after the installation of landscape material has been completed.

Lake Maintenance

Represents estimated costs for maintenance to all lakes the District must maintain within District boundaries.

Mitigation Monitoring

The District will incur costs for scheduled monitoring of mitigation areas located throughout the District. The amounts are estimated.

Repairs & Maintenance:

General Repairs & Maintenance

Represents estimated costs for the general repairs and maintenance of various facilities throughout the District.

Dowden West

Community Development District

GENERAL FUND BUDGET

Operating Supplies

Represents estimated costs of supplies purchased for operating and maintaining common areas.

Landscape Replacement

Represents estimated costs related to the replacement of any landscaping needed throughout the fiscal year.

Fountain Service Repairs & Maintenance

Represents the estimated costs for any repairs and maintenance pertaining to the District's fountain.

Irrigation Repairs

The District will incur costs related to repairing and maintaining its irrigation systems. The amount is based on estimated costs.

Road & Sidewalk Maintenance

The District will incur costs related to maintaining the roads and sidewalks within its boundaries. The amount is estimated.

Alleyway & Trail Maintenance

Represents estimated costs for the maintenance of trails and alleyways located within the District.

Signage

Represents estimated costs to replace miscellaneous signs throughout the fiscal year.

Utilities:

Electric

Represents estimated electric charges of common areas throughout the District.

Water & Sewer

Represents estimated costs for water and refuse services provided for common areas throughout the District.

Streetlights

Represents the cost to maintain street lights within the District Boundaries that are expected to be in place throughout the fiscal year.

Dowden West
Community Development District
GENERAL FUND BUDGET

Other:

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any standard category.

Property Insurance

The District will incur fees to insure items owned by the District for its property needs. Coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage for government agencies.

Dowden West

Community Development District

Fiscal Year 2020 Proposed Budget Debt Service Fund Series 2018

Adopted Budget FY2019	Actual Thru 6/30/19	Projected Next 3 Months	Projected Thru 9/30/19	Proposed Budget FY2020
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Revenues

Assessments - Tax Roll	\$0	\$0	\$0	\$0	\$127,652
Assessments - Direct	\$0	\$0	\$0	\$0	\$292,340
Bond Proceeds	\$0	\$494,099	\$0	\$494,099	\$0
Interest	\$0	\$628	\$200	\$828	\$0
Carry Forward Surplus	\$0	\$0	\$0	\$0	\$165,820
Total Revenues	\$0	\$494,727	\$200	\$494,927	\$585,812

Expenses

Interest - 11/1	\$0	\$0	\$0	\$0	\$164,993
Principal - 5/1	\$0	\$0	\$0	\$0	\$90,000
Interest - 5/1	\$0	\$119,161	\$0	\$119,161	\$164,993
Total Expenditures	\$0	\$119,161	\$0	\$119,161	\$419,985
Excess Revenues/(Expenditures)	\$0	\$375,565	\$200	\$375,765	\$165,827

Principal - 11/1/20	\$163,035
Total	\$163,035

Type	Platted Units - Tax Roll	Unplatted Units - Direct	Net Annual Per Unit Assessment	Platted Total Net Assessments	Unplatted Total Net Assessments
Townhome	52	48	\$470	\$24,440	\$22,560
Single Family - 40'	39	98	\$752	\$29,328	\$73,696
Single Family - 50'	39	85	\$940	\$36,660	\$79,900
Single Family - 60'	33	103	\$1,128	\$37,224	\$116,184
Totals	163	334		\$127,652	\$292,340

**Dowden West Community Development District
Series 2018, Special Assessment Bonds**

Amortization Schedule

Date	Balance	Principal	Interest	Annual
11/1/19	\$ 6,170,000	\$ -	\$ 164,993	\$ 284,154
5/1/20	\$ 6,170,000	\$ 90,000	\$ 164,993	\$ -
11/1/20	\$ 6,080,000	\$ -	\$ 163,035	\$ 418,028
5/1/21	\$ 6,080,000	\$ 95,000	\$ 163,035	\$ -
11/1/21	\$ 5,985,000	\$ -	\$ 160,969	\$ 419,004
5/1/22	\$ 5,985,000	\$ 100,000	\$ 160,969	\$ -
11/1/22	\$ 5,885,000	\$ -	\$ 158,794	\$ 419,763
5/1/23	\$ 5,885,000	\$ 100,000	\$ 158,794	\$ -
11/1/23	\$ 5,785,000	\$ -	\$ 156,619	\$ 415,413
5/1/24	\$ 5,785,000	\$ 105,000	\$ 156,619	\$ -
11/1/24	\$ 5,680,000	\$ -	\$ 154,073	\$ 415,691
5/1/25	\$ 5,680,000	\$ 110,000	\$ 154,073	\$ -
11/1/25	\$ 5,570,000	\$ -	\$ 151,405	\$ 415,478
5/1/26	\$ 5,570,000	\$ 115,000	\$ 151,405	\$ -
11/1/26	\$ 5,455,000	\$ -	\$ 148,616	\$ 415,021
5/1/27	\$ 5,455,000	\$ 125,000	\$ 148,616	\$ -
11/1/27	\$ 5,330,000	\$ -	\$ 145,585	\$ 419,201
5/1/28	\$ 5,330,000	\$ 130,000	\$ 145,585	\$ -
11/1/28	\$ 5,200,000	\$ -	\$ 142,433	\$ 418,018
5/1/29	\$ 5,200,000	\$ 135,000	\$ 142,433	\$ -
11/1/29	\$ 5,065,000	\$ -	\$ 139,159	\$ 416,591
5/1/30	\$ 5,065,000	\$ 145,000	\$ 139,159	\$ -
11/1/30	\$ 4,920,000	\$ -	\$ 135,244	\$ 419,403
5/1/31	\$ 4,920,000	\$ 150,000	\$ 135,244	\$ -
11/1/31	\$ 4,770,000	\$ -	\$ 131,194	\$ 416,438
5/1/32	\$ 4,770,000	\$ 160,000	\$ 131,194	\$ -
11/1/32	\$ 4,610,000	\$ -	\$ 126,874	\$ 418,068
5/1/33	\$ 4,610,000	\$ 170,000	\$ 126,874	\$ -
11/1/33	\$ 4,440,000	\$ -	\$ 122,284	\$ 419,158
5/1/34	\$ 4,440,000	\$ 180,000	\$ 122,284	\$ -
11/1/34	\$ 4,260,000	\$ -	\$ 117,424	\$ 419,708
5/1/35	\$ 4,260,000	\$ 190,000	\$ 117,424	\$ -
11/1/35	\$ 4,070,000	\$ -	\$ 112,294	\$ 419,718

**Dowden West Community Development District
Series 2018, Special Assessment Bonds**

Amortization Schedule

Date	Balance	Principal	Interest	Annual
5/1/36	\$ 4,070,000	\$ 200,000	\$ 112,294	\$ -
11/1/36	\$ 3,870,000	\$ -	\$ 106,894	\$ 419,188
5/1/37	\$ 3,870,000	\$ 210,000	\$ 106,894	\$ -
11/1/37	\$ 3,660,000	\$ -	\$ 101,224	\$ 418,118
5/1/38	\$ 3,660,000	\$ 220,000	\$ 101,224	\$ -
11/1/38	\$ 3,440,000	\$ -	\$ 95,284	\$ 416,508
5/1/39	\$ 3,440,000	\$ 235,000	\$ 95,284	\$ -
11/1/39	\$ 3,205,000	\$ -	\$ 88,939	\$ 419,223
5/1/40	\$ 3,205,000	\$ 245,000	\$ 88,939	\$ -
11/1/40	\$ 2,960,000	\$ -	\$ 82,140	\$ 416,079
5/1/41	\$ 2,960,000	\$ 260,000	\$ 82,140	\$ -
11/1/41	\$ 2,700,000	\$ -	\$ 74,925	\$ 417,065
5/1/42	\$ 2,700,000	\$ 275,000	\$ 74,925	\$ -
11/1/42	\$ 2,425,000	\$ -	\$ 67,294	\$ 417,219
5/1/43	\$ 2,425,000	\$ 290,000	\$ 67,294	\$ -
11/1/43	\$ 2,135,000	\$ -	\$ 59,246	\$ 416,540
5/1/44	\$ 2,135,000	\$ 310,000	\$ 59,246	\$ -
11/1/44	\$ 1,825,000	\$ -	\$ 50,644	\$ 419,890
5/1/45	\$ 1,825,000	\$ 325,000	\$ 50,644	\$ -
11/1/45	\$ 1,500,000	\$ -	\$ 41,625	\$ 417,269
5/1/46	\$ 1,500,000	\$ 345,000	\$ 41,625	\$ -
11/1/46	\$ 1,155,000	\$ -	\$ 32,051	\$ 418,676
5/1/47	\$ 1,155,000	\$ 365,000	\$ 32,051	\$ -
11/1/47	\$ 790,000	\$ -	\$ 21,923	\$ 418,974
5/1/48	\$ 790,000	\$ 385,000	\$ 21,923	\$ -
11/1/48	\$ 405,000	\$ -	\$ 11,239	\$ 418,161
5/1/49	\$ 405,000	\$ 405,000	\$ 11,239	
11/1/49	\$ -			\$ 416,239
Totals		\$ 6,170,000	\$ 6,528,835	\$ 12,817,996

SECTION B

RESOLUTION 2019-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Dowden West Community Development District (“the District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Orange County, Florida (the “County”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted Improvement Plan and Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District (“Board”) hereby determines to undertake various operations and maintenance activities described in the District’s budget for Fiscal Year 2019-2020 (“Operations and Maintenance Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s budget for Fiscal Year 2019-2020; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, The District has previously levied an assessment for debt service, which the District desires to directly collect, and which is also indicated on Exhibit “A”; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance on both platted lots and un-platted lands as set forth in the budget; and

WHEREAS, the District desires to levy and directly collect on both the platted and un-platted lands special assessments reflecting their portion of the District’s operations and maintenance budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Dowden West Community Development District (the "Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein as the Orange County Property Appraiser updates the property roll for Orange County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities, and operations as described in Exhibit "A" confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefitted lands is shown in Exhibits "A" and "B."

SECTION 2. ASSESSMENT IMPOSITION. A special assessment for operation and maintenance as provided for in Chapter 190, Florida Statutes, is hereby imposed and levied on benefitted lands within the District in accordance with Exhibits "A" and "B." The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION. The previously levied debt service assessments and operations and maintenance assessments on both platted lots and on undeveloped and un-platted lands will be collected directly by the District in accordance with Florida law, as set forth in Exhibits "A" and "B." Assessments directly collected by the District are due according to the following schedule: 50% due no later than November 1, 2019, 25% due no later than February 1, 2020 and 25% due no later than May 1, 2020. In the event that an assessment payment is not made in accordance with the schedule stated above, such assessment and any future scheduled assessment payments due for Fiscal Year 2020 shall be delinquent and shall accrue penalties and interest in the amount of one percent (1%) per month plus all costs of collection and enforcement, and shall either be enforced pursuant to a foreclosure action, or, at the District's discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings to collect and enforce the delinquent and remaining assessments.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as Exhibit "B," is hereby certified.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep appraised of all updates made to the County property roll by Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any

amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 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.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Dowden West Community Development District.

PASSED AND ADOPTED this 18th day of July, 2019.

ATTEST:

**DOWDEN WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/ Assistant Secretary

By: _____

Its: _____

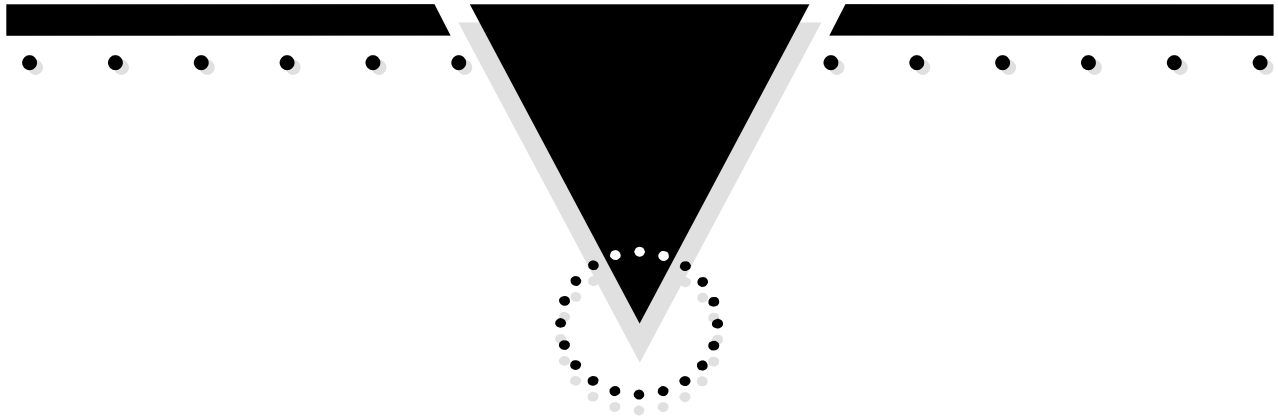
SECTION VI

*This item will be provided under
separate cover*

SECTION VII

SECTION C

SECTION 1



DOWDEN WEST
Community Development District

Unaudited Financial Reporting

June 30, 2019



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DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
June 30, 2019

	General Fund	Debt Service Fund	Capital Projects Fund	Totals
<u>ASSETS:</u>				
CASH	\$11,458	---	---	\$11,458
DUE FROM DEVELOPER	\$9,169	---	---	\$9,169
DUE FROM CAPITAL PROJECTS	\$1,207	---	---	\$1,207
<u>SERIES 2018</u>				
RESERVE	---	\$209,945	---	\$209,945
CAPITALIZED INTEREST	---	\$165,620	---	\$165,620
PROJECT FUND	---	---	\$5,325,192	\$5,325,192
TOTAL ASSETS	\$21,834	\$375,565	\$5,325,192	\$5,722,591
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$15,985	---	---	\$15,985
DUE TO GENERAL FUND	---	---	\$1,207	\$1,207
<u>FUND EQUITY:</u>				
FUND BALANCES:				
ASSIGNED FOR DEBT SERVICE	---	\$375,565	---	\$375,565
ASSIGNED FOR CAPITAL PROJECTS	---	---	\$5,323,985	\$5,323,985
UNASSIGNED	\$5,849	---	---	\$5,849
TOTAL LIABILITIES & FUND EQUITY	\$21,834	\$375,565	\$5,325,192	\$5,722,591

DOWDEN WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending June 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/19	ACTUAL THRU 06/30/19	VARIANCE
<u>REVENUES:</u>				
DEVELOPER CONTRIBUTIONS	\$92,017	\$69,013	\$39,975	(\$29,038)
TOTAL REVENUES	\$92,017	\$69,013	\$39,975	(\$29,038)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISOR FEES	\$4,800	\$3,600	\$600	\$3,000
FICA PAYABLE	\$367	\$275	\$46	\$229
ENGINEERING	\$12,000	\$9,000	\$2,980	\$6,020
ATTORNEY	\$25,000	\$18,750	\$3,118	\$15,632
DISSEMINATION FEES	\$0	\$0	\$1,750	(\$1,750)
MANAGEMENT FEES	\$35,000	\$26,250	\$26,250	(\$0)
INFORMATION TECHNOLOGY	\$600	\$450	\$450	\$0
TELEPHONE	\$300	\$225	\$21	\$204
POSTAGE	\$1,000	\$750	\$23	\$727
INSURANCE	\$5,150	\$5,150	\$5,000	\$150
PRINTING & BINDING	\$1,000	\$750	\$207	\$543
LEGAL ADVERTISING	\$5,000	\$3,750	\$0	\$3,750
OTHER CURRENT CHARGES	\$1,000	\$750	\$0	\$750
OFFICE SUPPLIES	\$625	\$469	\$1	\$468
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
TOTAL EXPENDITURES	\$92,017	\$70,344	\$40,621	\$29,723
EXCESS REVENUES (EXPENDITURES)	\$0		(\$646)	
FUND BALANCE - Beginning	\$0		\$6,495	
FUND BALANCE - Ending	\$0		\$5,849	

DOWDEN WEST

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

Statement of Revenues & Expenditures

For The Period Ending June 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/19	ACTUAL THRU 06/30/19	VARIANCE
<u>REVENUES:</u>				
BOND PROCEEDS	\$0	\$0	\$494,099	\$494,099
INTEREST	\$0	\$0	\$628	\$628
TOTAL REVENUES	\$0	\$0	\$494,727	\$494,727
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
INTEREST EXPENSE - 05/01	\$0	\$0	\$119,161	(\$119,161)
TOTAL EXPENDITURES	\$0	\$0	\$119,161	(\$119,161)
EXCESS REVENUES (EXPENDITURES)	\$0		\$375,565	
FUND BALANCE - Beginning	\$0		\$0	
FUND BALANCE - Ending	\$0		\$375,565	

DOWDEN WEST

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures

For The Period Ending June 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/19	ACTUAL THRU 06/30/19	VARIANCE
<u>REVENUES:</u>				
BOND PROCEEDS	\$0	\$0	\$5,675,901	\$5,675,901
INTEREST	\$0	\$0	\$7,090	\$7,090
TOTAL REVENUES	\$0	\$0	\$5,682,992	\$5,682,992
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
CAPITAL OUTLAY - COSTS OF ISSUANCE	\$0	\$0	\$334,830	(\$334,830)
TOTAL EXPENDITURES	\$0	\$0	\$334,830	(\$334,830)
EXCESS REVENUES (EXPENDITURES)	\$0		\$5,348,162	
FUND BALANCE - Beginning	\$0		(\$24,177)	
FUND BALANCE - Ending	\$0		\$5,323,985	

**DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
REVENUES:													
DEVELOPER CONTRIBUTIONS	\$8,195	\$3,581	\$0	\$8,900	\$3,314	\$3,258	\$3,558	\$5,901	\$3,268	\$0	\$0	\$0	\$39,975
TOTAL REVENUES	\$8,195	\$3,581	\$0	\$8,900	\$3,314	\$3,258	\$3,558	\$5,901	\$3,268	\$0	\$0	\$0	\$39,975
EXPENDITURES:													
ADMINISTRATIVE													
SUPERVISOR FEES	\$0	\$0	\$200	\$0	\$0	\$0	\$400	\$0	\$0	\$0	\$0	\$0	\$600
FICA EXPENSE	\$0	\$0	\$15	\$0	\$0	\$0	\$31	\$0	\$0	\$0	\$0	\$0	\$46
ENGINEERING	\$0	\$0	\$830	\$0	\$0	\$0	\$2,150	\$0	\$0	\$0	\$0	\$0	\$2,980
ATTORNEY	\$543	\$343	\$1,757	\$0	\$0	\$0	\$475	\$0	\$0	\$0	\$0	\$0	\$3,118
DISSEMINATION FEES	\$0	\$0	\$0	\$292	\$292	\$292	\$292	\$292	\$292	\$0	\$0	\$0	\$1,750
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$26,250
INFORMATION TECHNOLOGY	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$450
TELEPHONE	\$0	\$6	\$8	\$0	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21
POSTAGE	\$4	\$1	\$7	\$0	\$7	\$0	\$1	\$0	\$3	\$0	\$0	\$0	\$23
INSURANCE	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
PRINTING & BINDING	\$49	\$65	\$0	\$21	\$42	\$0	\$7	\$18	\$7	\$0	\$0	\$0	\$207
LEGAL ADVERTISING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
TOTAL EXPENDITURES	\$8,738	\$3,381	\$5,785	\$3,279	\$3,314	\$3,258	\$6,322	\$3,276	\$3,268	\$0	\$0	\$0	\$40,621
EXCESS REVENUES (EXPENDITURES)	(\$543)	\$200	(\$5,785)	\$5,621	\$0	\$0	(\$2,764)	\$2,625	\$0	\$0	\$0	\$0	(\$646)

**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)	GENERAL FUND PORTION (FY19)	DUE FROM CAPITAL	OVER AND (SHORT) BALANCE DUE
FY17-1	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	\$ -	\$ -	\$ -
Bl1	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	\$ -	\$ -	\$ -	\$ -
FY18-1	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	4/2/18	\$ 4,569.67	\$ 4,569.67	\$ -	\$ 4,569.67	\$ -	\$ -	\$ -
6	4/12/18	6/4/18	\$ 2,966.67	\$ 2,966.67	\$ -	\$ 2,966.67	\$ -	\$ -	\$ -
5 Revised	5/23/18	7/3/18	\$ 3,006.25	\$ 3,006.25	\$ -	\$ 3,006.25	\$ -	\$ -	\$ -
7	5/23/18	7/3/18	\$ 3,721.64	\$ 3,721.64	\$ -	\$ 3,721.64	\$ -	\$ -	\$ -
8	6/25/18	8/17/18	\$ 2,967.17	\$ 2,967.17	\$ -	\$ 2,967.17	\$ -	\$ -	\$ -
9	7/12/18	9/6/18	\$ 2,975.37	\$ 2,975.37	\$ -	\$ 2,975.37	\$ -	\$ -	\$ -
10	8/29/18	9/17/18	\$ 4,937.12	\$ 4,937.12	\$ -	\$ 4,937.12	\$ -	\$ -	\$ -
11	9/21/18	10/22/18	\$ 8,194.33	\$ 8,194.33	\$ -	\$ 3,194.33	\$ 5,000.00	\$ -	\$ -
FY19-1	10/11/18	11/21/18	\$ 8,306.49	\$ 8,306.49	\$ -	\$ 5,111.45	\$ 3,195.04	\$ -	\$ -
2	11/30/18	3/18/19	\$ 4,120.14	\$ 4,120.14	\$ -	\$ 539.00	\$ 3,581.14	\$ -	\$ -
3	1/31/19	3/18/19	\$ 8,899.92	\$ 8,899.92	\$ -	\$ -	\$ 8,899.92	\$ -	\$ -
4	2/28/19	3/18/19	\$ 3,313.57	\$ 3,313.57	\$ -	\$ -	\$ 3,313.57	\$ -	\$ -
5	3/31/19	6/18/19	\$ 3,258.34	\$ 3,258.34	\$ -	\$ -	\$ 3,258.34	\$ -	\$ -
6	4/30/19	6/18/19	\$ 3,557.67	\$ 3,557.67	\$ -	\$ -	\$ 3,557.67	\$ -	\$ -
7	5/31/19		\$ -	\$ 5,901.05	\$ -	\$ -	\$ 5,901.05	\$ -	\$ 5,901.05
8	6/30/19		\$ -	\$ 3,268.29	\$ -	\$ -	\$ 3,268.29	\$ -	\$ 3,268.29
DUE FROM DEVELOPER			\$ 110,979.06	\$ 120,148.40	\$ 27,684.19	\$ 51,282.19	\$ 39,975.02	\$ 1,207.00	\$ 9,169.34

TOTAL DEVELOPER CONTRIBUTIONS FY19

\$ 39,975.02

DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT
LONG TERM DEBT REPORT

SERIES 2018, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATES:	4.35%, 4.85%, 5.40%, 5.55%%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$209,945	
RESERVE FUND BALANCE	\$209,945	
BONDS OUTSTANDING - 02/08/18		\$6,170,000
CURRENT BONDS OUTSTANDING		\$6,170,000

DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2018

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
TOTAL				\$ -
Fiscal Year 2019				
1/1/19		Interest		\$ 479.68
2/1/19		Interest		\$ 1,351.93
3/1/19		Interest		\$ 1,221.38
3/15/19		Transfer from Cost of Issuance		\$ 12,614.24
4/1/19		Interest		\$ 1,354.32
5/1/19		Interest		\$ 1,312.39
6/1/19		Interest		\$ 1,356.47
TOTAL				\$ 19,690.41
Project (Construction) Fund at 12/21/18				\$ 5,305,501.25
Interest Earned thru 06/30/19				\$ 19,690.41
Requisitions Paid thru 06/30/19				\$ -
Remaining Project (Construction) Fund				<u><u>\$ 5,325,191.66</u></u>

SECTION 2

Dowden West
Community Development District

FY19 Funding Request #6
April 30, 2019

Payee		General Fund	
		FY2019	
1	Governmental Management Services - CF, LLC		
	Inv# 25 - Management Fees - April 2019	\$	3,266.00
	Inv# 26 - Dissemination Agent Fees - January 2019	\$	291.67
		\$	3,557.67
Total:		\$	3,557.67

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 #:** 25**Invoice Date:** 4/1/19**Due Date:** 4/1/19**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - April 2019		2,916.67	2,916.67
Information Technology - April 2019		50.00	50.00
Dissemination Agent Services - April 2019		291.67	291.67
Office Supplies		0.06	0.06
Postage		1.00	1.00
Copies		6.60	6.60
Total			\$3,266.00
Payments/Credits			\$0.00
Balance Due			\$3,266.00

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

Invoice

Invoice #: 26
Invoice Date: 4/12/19
Due Date: 4/12/19
Case:
P.O. Number:

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

RECEIVED

APR 16 2019

BY: _____

Description	Hours/Qty	Rate	Amount
Dissemination Agent Services - January 2019		291.67	291.67
Total			\$291.67
Payments/Credits			\$0.00
Balance Due			\$291.67

Dowden West
Community Development District

FY19 Funding Request #7
May 31, 2019

Payee		General Fund FY2019	
1	Dewberry Engineers, Inc Inv# 1683941 - Engineering Services - April 2019	\$	2,150.00
2	Governmental Management Services - CF, LLC Inv# 27 - Management Fees - May 2019	\$	3,275.95
3	Latham, Shuker, Eden & Beaudine, LLP Inv# 85556 - Legal Services - April 2019	\$	475.10
		\$	5,901.05
		Total:	\$ 5,901.05

Please make check payable to:

Dowden West Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

INVOICE



Please remit to: DEWBERRY ENGINEERS INC.
P.O. Box 821824
Philadelphia, PA 19182-1824
(703)849-0100 TIN: 13-0746510

RECEIVED

MAY 28 2019

BY: _____

Invoice #: 1683941
Invoice Date: 5/21/2019
Due Date: 6/20/2019
Client #: 741339
Contract #: 50097961
Batch #: 2863044

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

Work Performed Thru Period Ending 4/26/2019

Job: 50097961 Dowden West CDD Eng WA 2018-1

TIME & MATERIAL BILLING

Task ID Task Description

T002 Engineering Services

Description

DESIGNER II

ENGINEER VI

ENGINEER IX

CURRENT PERIOD BILLING

Prev Amount Billed	\$	31,482.50	Hours	Rate	Amount
			1.00	115.000	\$ 115.00
			10.00	180.000	\$ 1,800.00
			1.00	235.000	\$ 235.00
TOTAL HOURLY LABOR			12.00		\$ 2,150.00
TOTAL FOR			T002		\$ 2,150.00

TOTAL FOR JOB: 50097961 \$ 2,150.00

TOTAL INVOICE AMOUNT DUE \$ 2,150.00
BY 6/20/2019

Please Reference Invoice Number with Payment

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

Dewberry complies with Section 202 of Executive Order 11248 as amended by Executive Order 11375.



5Q097961

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
3/30/2019	4/5/2019	1	220361 HUBER, STEPHEN K.	T0020000	Engineering Services/exhibit update	0	0	0	0	0	0	1	1
3/30/2019	4/5/2019	1	220319 JOHNSON, ROBERT M.	T0020000	Engineering Services cdd areas and mainten	0	0	0	0	1	0	1	2
4/6/2019	4/12/2019		220319 JOHNSON, ROBERT M.	T0020000	Engineering Services requ serv	0	0	0	0	0	3.5	0	3.5
4/13/2019	4/19/2019		220319 JOHNSON, ROBERT M.	T0020000	Engineering Services meeting & prep	0	0	0	0	0	2.5	0	2.5
4/13/2019	4/19/2019		220319 JOHNSON, ROBERT M.	T0020000	Engineering Services - plats,future areas, assessment area 2	0	0	0	0	0	0	2	2
4/13/2019	4/19/2019		220389 MALAVE DAVILA, REINARD	T0020000	Engineering Services- Coor Board Agenda Items	0	0	0	0	0	0	1	1

GMS-Central Florida, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 27**Invoice Date:** 5/1/19**Due Date:** 5/1/19**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - May 2019		2,916.67	2,916.67
Information Technology - May 2019		50.00	50.00
Dissemination Agent Services - May 2019		291.67	291.67
Postage		0.06	0.06
Copies		17.55	17.55
Total			\$3,275.95
Payments/Credits			\$0.00
Balance Due			\$3,275.95

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

MAY 16 2019

May 14, 2019

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

BY: _____

2
F-# 513-315
Rev W prep-hly/ann. y

INVOICE

Matter ID: 3936-001
General

Invoice # 85556
Federal ID # 59-3366512

For Professional Services Rendered:

04/11/2019	ACD	Review agenda and minutes; prepare for next week's meeting.	0.40 hr	\$98.00
04/18/2019	ACD	Prepare for and attend meeting; follow up email on template conveyance documents.	1.50 hr	\$387.50
Total Professional Services:				\$465.50

For Disbursements Incurred:

04/30/2019	Document Reproduction Expense	\$9.60
Total Disbursements Incurred:		\$9.60

INVOICE SUMMARY

For Professional Services:	1.90 Hours	\$465.50
For Disbursements Incurred:		\$9.60
New Charges this Invoice:		\$475.10
Previous Balance:		\$4,119.70
Less Payment and Credits Received:		\$4,104.55
Outstanding Balance:		\$15.15
Plus New Charges this Invoice:		\$475.10
Total Due:		\$490.25

Billed Through: April 30, 2019

Dowden West
Community Development District

FY19 Funding Request #8
June 30, 2019

Payee		General Fund	
		FY2019	
1	Governmental Management Services - CF, LLC		
	Inv# 28 - Management Fees - June 2019	\$	3,268.29
		\$	3,268.29
		Total:	\$ 3,268.29

Please make check payable to:

Dowden West Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

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

Invoice

Bill To:

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

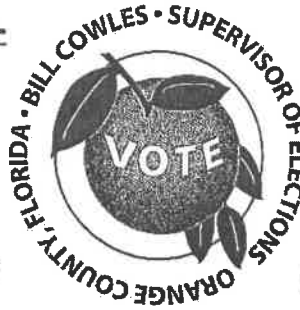
Invoice #: 28
Invoice Date: 6/1/19
Due Date: 6/1/19
Case:
P.O. Number:

1
1-71-513

Description	Hours/Qty	Rate	Amount
Management Fees - June 2019 34		2,916.67	2,916.67
Information Technology - June 2019 31		50.00	50.00
Dissemination Agent Services - June 2019 313		291.67	291.67
Office Supplies 31		0.30	0.30
Postage 12		2.60	2.60
Copies 48		7.05	7.05
Total			\$3,268.29
Payments/Credits			\$0.00
Balance Due			\$3,268.29

SECTION 3

BILL COWLES
Supervisor of Elections
Orange County, Florida



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

April 15, 2019

Stacie Vanderbilt, Administrative Assistant
Dowden West Community Development District
135 W Central Blvd, Suite 320
Orlando FL 32801

Dear Ms. Vanderbilt:

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 Development District as of **April 15, 2019**. Our research is based on the legal description provided to us by the District office on **February 15, 2017**.

As of **April 15, 2019**, there are **0 registered voters** in the
Dowden West Community Development District

Attached is a map and list of streets currently in the Development District according to our records. If you have any questions or corrections, please contact the Mapping Department at 407-254-6584.

Sincerely,

Bill Cowles
Supervisor of Elections

bc/ajs

SECTION 4

INSTRUCTIONS

At the Board meeting, when the landowners' election is announced, instructions on how landowners may participate in the election, along with a sample proxy, shall be provided.

At a landowners' meeting, landowners shall organize by electing a chair who shall conduct the meeting. The chair may be any person present at the meeting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions.

Nominations are made from the floor.

After all nominations are made, a ballot is distributed and votes are cast

Each landowner is entitled to one vote for each acre he owns or portion of an acre.

SAMPLE AGENDA

1. Determination of Number of Voting Units Represented
2. Call to Order
3. Election of a Chairman for the Purpose of Conducting the Landowners Meeting
4. Nominations for the Position of Supervisor
5. Casting of Ballots
6. Ballot Tabulation
7. Landowners Questions and Comments
8. Adjournment

LANDOWNER PROXY
LANDOWNERS MEETING - NOVEMBER 5, 2019
DOWDEN WEST COMMUNITY DEVELOPMENT DISTRICT
ORANGE COUNTY, FLORIDA

NOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints:

Proxy Holder

for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the **Dowden West Community Development District** to be held at the offices of **GMS-CF, LLC, 135 W. Central Blvd., Suite 320, Orlando, FL 32801** on **Tuesday, November 5, 2019 at 9:00 AM**, and at any continuances or adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the annual meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

Printed Name of Fee Simple Landowner

Signature of Fee Simple Landowner

Date

Parcel Description

Acreage

Authorized Votes*

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

*Pursuant to section 190.006(2)(b), Florida Statutes (2004), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g., bylaws, corporate resolution, etc.)

SECTION 5

**NOTICE OF MEETING DATES
DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Dowden West Community Development District* will hold their regularly scheduled public meetings for **Fiscal Year 2020** at **9:00 am at the Offices of GMS-CF, LLC, 135 W. Central Blvd., Suite 320, Orlando, FL 32801**, on the third Thursday of each month as follows:

October 17, 2019
November 21, 2019
December 19, 2019
January 16, 2020
February 20, 2020
March 19, 2020
April 16, 2020
May 21, 2020
June 18, 2020
July 16, 2020
August 20, 2020
September 17, 2020

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 from the District Manager at 135 W. Central Blvd., Suite 320, Orlando, FL 32801.

A meeting may be continued to a date, time, and place as evidenced by motion of the majority of Board Members participating at that meeting. There may be occasions when one or more Supervisors will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in these meetings is asked to advise the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service (800) 955-8770, who can aid you 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