

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, July 21, 2022 at 12:30 p.m. at the Orange County Library – Southeast Branch, 5575 Semoran Boulevard, Orlando, Florida.

Present and constituting a quorum were:

Chuck Bell	Chairman
Gabe Madlang	Vice Chairman
Tom Franklin	Assistant Secretary
Gregory Clark	Assistant Secretary

Also present were:

Jason Showe	District Manager
Kristen Trucco <i>by phone</i>	District Counsel
Jay Lazarovich	Latham Shuker
Robert Johnson	District Engineer
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe 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

Organizational Matters

- A. Appointment of Individual Seat 2 to Fill the Board Vacancy with a Term Ending November 2023**
- B. Administration of Oath of Office to Newly Appointed Board Member**
- C. Consideration of Resolution 2022-09 Electing an Assistant Secretary**

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 16, 2022 Meeting

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the minutes of the June 16, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2021 Audit Report

Mr. Showe: There were no prior year or current findings or recommendations, this is a clean audit.

On MOTION by Mr. Bell seconded by Mr. Clark with all in favor the fiscal year 2021 audit was accepted.

SIXTH ORDER OF BUSINESS

Public Hearing

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the public hearing was opened.

A. Consideration of Resolution 2022-07 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Mr. Showe: This resolution adopts the Fiscal Year 2023 budget, which will be attached to the resolution as Exhibit A. The final adopted budget will include whatever changes the Board makes today. We sent out mailed notices to all the homeowners of the proposed increase in assessments. Since that time, we were able to reduce some of those expenses. The prior proposed budget had increases between \$209 and \$502 and this has reduced that increase to \$183 and \$439. The largest driver of the proposed increase was the landscaping costs and some maintenance costs to cover new areas we anticipate coming online. The Board went through an extensive bidding process for that new area so we know we have a competitive price and that amount was placed in the budget.

Mr. Madlang: We talked quite a bit at the last meeting about the landscape and things that were driving this. Can you tell us with the perspective of the other communities that you manage if this is similar to what you are seeing there?

Mr. Showe: It is similar especially for a community of this size and where you are in development. We had one yesterday that the assessment doubled kind of the same situation, a large portion of the community is coming online and with that you have additional water concerns as well as streetlights and landscaping. There is a misconception that some people have that as new

homes come online revenues go up but we assess based on the whole plan so we know going in what our base is and as costs go up the assessment goes up to cover those costs.

Are there any comments from the public? There being none, the Board took the following action.

On MOTION by Mr. Clark seconded by Mr. Franklin with all in favor Resolution 2022-07 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations was approved.

B. Consideration of Resolution 2022-08 Imposing Special Assessments and Certifying the Assessment Roll

Mr. Showe: Next is Resolution 2022-08 imposing the special assessments. The budget you just adopted will be attached to the resolution as Exhibit A and the assessment roll will be attached as Exhibit B. This will be transmitted to the tax collector to be placed on the tax roll.

There being no comments from the public the Board took the following action.

On MOTION by Mr. Bell seconded by Mr. Clark with all in favor Resolution 2022-08 Imposing Special Assessments and Certifying the Assessment Roll was approved.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the public hearing was closed.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-09 Approving the Conveyance of Real Property and Improvements

Mr. Showe: Next is Resolution 2022-09 approving the conveyance of property.

Mr. Lazarovich: The resolution approves the conveyance of real property, a lift station Tract EE, Starwood Phase N-1C going from Beachline South Residential, LLC to the District and from the District to Orange County.

Mr. Bell: This is something we have done in the past with earlier phases within the District and we will continue this process as we move through the development.

On MOTION by Mr. Clark seconded by Mr. Franklin with all in favor Resolution 2022-09 Approving the Conveyance of Real Property and Improvements was approved in substantially final form and subject to District sign-off.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Lazarovich: We are finalizing the Yellowstone agreement you approved at the last meeting.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

Mr. Showe presented the check register from June 9, 2022 through July 12, 2022 in the amount of \$37,401.17,

On MOTION by Mr. Bell seconded by Mr. Franklin 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.

iii. Approval of Fiscal Year 2023 Meeting Schedule

Mr. Showe: We have gone back to our normal schedule which is 9:00 a.m. on the third Thursday in our office. We will cancel any meetings that are not required.

On MOTION by Mr. Bell seconded by Mr. Franklin with all in favor the Fiscal Year 2023 meeting notice reflecting meetings on the third Thursday of the month was approved.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Bell: Where are we on the needs analysis report?

Mr. Johnson: It has been submitted to the County.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Meeting Date

The next meeting is scheduled for August 18, 2022.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Bell seconded by Mr. Clark with all in favor
the meeting adjourned at 12:44 p.m.



Secretary/Assistant Secretary



Chairman/~~Vice Chairman~~