

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, February 16, 2023 at 9:00 a.m. in the offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Chuck Bell	Chairman
Gabe Madlang	Vice Chairperson
Dane Hamilton	Assistant Secretary

Also present were:

Jason Showe	District Manager
Kristen Trucco	District Counsel
Peter Armans	District Engineer by telephone
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 to Fill the Board Vacancy in Seat 2 with a Term Ending November 2023**
 - B. Administration of Oath of Office to Newly Appointed Board Member**
 - C. Consideration of Resolution 2023-04 Electing an Assistant Secretary**
- Items A through C were tabled to a future meeting agenda.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the December 15, 2022 Meeting

Mr. Showe presented the December 15, 2022 meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Bell seconded by Mr. Madlang with all in favor the minutes of the December 15, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Ratification of Lighting Agreements with OUC

- A. Master Lighting Installation Upgrade and Service Agreement Meridian Park PH N1B**
- B. Lighting Service Agreement Meridian Park N1C**
- C. Lighting Service Agreement Meridian Park PH N1B**

On MOTION by Mr. Bell seconded by Mr. Madlang with all in favor the Master Lighting installation upgrade and service agreement for Meridian Park PH N1B, the Lighting service agreement for Meridian Park N1C and the lighting service agreement Meridian Park PH N1B were ratified.

SIXTH ORDER OF BUSINESS

Consideration of Landscape Management Services Proposal for Dowden West Phase 2 and Phase 3 with Yellowstone Landscape

Mr. Scheerer: A few weeks back we met with Mattamy and the landscape installer, Yellowstone, did a walk-through of everything in Phase 2 as well as Phase 3. We are ready to begin the maintenance and it is budgeted and the proposals reflect the amount in the budget for 2023.

On MOTION by Mr. Bell seconded by Mr. Madling with all in favor the landscape maintenance agreement with Yellowstone for Dowden West Phase 2 in the amount of \$38,820 and Phase 3 in the amount of \$34,500 were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco: We are moving forward with conveyances and just waiting on the District engineer to confirm completion. We are also working on an encroachment agreement for some stormwater management infrastructure under a City right of way and will bring that back to the board once finalized.

B. Engineer

Mr. Armans: On the conveyances I'm waiting on everything being accepted by the City.

I did a drive through a couple weeks ago and one of the alleys conveyed to us, and there is an area ponding water next to the catch basin. I wonder if it is under the warranty so they can come back reshape it around the catch basin so that it is not pooling water. Is that something we can look into? This is on tidal alley in Phase 2 N1B.

Mr. Bell: More than likely it is still under maintenance. I suggest you reach out to Tanner Adams with Mattamy Homes and he can facilitate any corrections.

C. Manager

i. Approval of Check Register

Mr. Showe presented the check register from December 3, 2022 through February 3, 2023 in the amount of \$248,756.59.

On MOTION by Mr. Bell seconded by Mr. Madling 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. Presentation of Arbitrage Rebate Calculation Report for the Series 2018 Bonds

Mr. Showe presented the arbitrage rebate calculation report for the series 2018 bonds that there is no rebate liability.

EIGHTH ORDER OF BUSINESS Supervisor’s Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS Next Meeting Date

Mr. Showe: The next meeting is scheduled for March 16, 2023 at 9:00 a.m. in the same location.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Bell seconded by Mr. Madling with all in favor
the meeting adjourned at 9:09 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman