

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, January 18, 2024 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
Tom Franklin	Assistant Secretary
Dane Hamilton	Assistant Secretary

Also present were:

Jason Showe	District Manager
Jay Lazarovich	District Counsel
Rey Malave	District Engineer <i>by telephone</i>
Alan Scheerer	Field Manager
Sete Zare	MBS Capital Markets

**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 no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the October 19, 2023 Meeting**

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the minutes of the October 19, 2023 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Financing Matters**

Mr. Showe: We still have some issues with the Engineer's Report and methodology and would like to continue this meeting until next week.

- A. Consideration of Engineer’s Report**
- B. Consideration of Master Assessment Methodology Report for Assessment Area Two**
- C. Consideration of Resolution 2024-04 Declaring Special Assessments**
- D. Consideration of Resolution 2024-05 Setting a Public Hearing for Special Assessments**

Items A, B, C and D were continued.

**E. Consideration of Acquisition Agreement with Beachline South Residential, LLC**

Mr. Lazarovich: The acquisition agreement is the basic contract between the developer and the CDD and sets forth the District’s intent of issuing bonds for assessment area two, for villages N4, N5 and a portion of NIC. It also sets forth the procedure in turning over completed infrastructure to the CDD in accordance with the Engineer’s Report that is being revised and this will be approved in substantially final form subject to staff signoff on the Engineer’s Report.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the acquisition agreement with Beachline South Residential LLC was approved in substantially final form subject to staff sign off on the Engineer’s Report.

**F. Consideration of Bond Issue Funding Agreement with Beachline South Residential, LLC**

Mr. Lazarovich: The Bond Issue Funding Agreement is another contract between the developer and the CDD indicating that the District will incur costs for the bond issuance and if for any reason the bonds do not close the developer will take on those costs, so it doesn’t fall on the residents.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the bond issue funding agreement with Beachline South Residential, LLC was approved.

**G. Consideration of Supplement to Investment Banking Agreement with MBS Capital Markets, LLC**

Mr. Showe: The investment banking agreement with MBS Capital Markets is for them to do the background work on this bond issue. Their last agreement only covered Assessment Area One.



Mr. Showe: We had some staff changes in our accounting office and Resolution 2024-07 has Rich Hans as an Assistant Secretary, Darrin Mossing, Sr. as an Assistant Treasurer and Patti Powers as an Assistant Treasurer for the purposes of signing documents.

On MOTION by Mr. Bell seconded by Mr. Franklin with all in favor Resolution 2024-07 Designating an Assistant Secretary and an Assistant Treasurer was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Lazarovich: We are still working through an easement agreement with the Orange County public schools. We have been in touch with their Counsel and will send a follow-up this week. We had a couple comments and are waiting for a revised agreement.

**B. Engineer**

Mr. Malave: We are working on the revised Engineer’s Report.

**C. Manager**

**i. Approval of Check Register**

Mr. Showe presented the November and December 2023 check registers in the amount of \$68,734.77.

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.

**D. Field Manager**

Mr. Scheerer: The Podocarpus were reinstalled in the alleyway we talked about at the last meeting. We are talking to a resident who lives off of Waterfield around the 7948 on the Phase 2 pond. You did a great job in installing some landscape buffers between some of the homes on that pond and he wants us to remove the pink muhly grass behind his house because it impedes his view of the lake and possible snake hiding. As we do every year, we cut back all the grasses and haystack them, let them grow back and according to Lathan it looks like there may be some damage to a few of those grasses already. We are not sure if someone is intentionally trying to spray them

out but we will keep an eye on them and keep an eye on the homeowner. We told him they are part of the landscape package; he bought the house with the buffer areas and everything in existence and there is no plan at this time to remove it. We will keep you posted on any future outcome when it comes to this particular location. It is the only one and the grasses look great.

**TENTH ORDER OF BUSINESS                      Supervisor’s Requests**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS              Other Business**

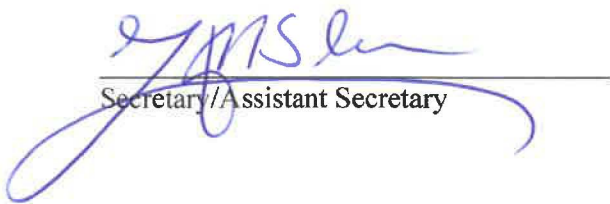
There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS              Next Meeting Date**

Mr. Showe: The next regular meeting is February 15<sup>th</sup> but we would like to continue this meeting to January 25, 2024 at 10:30 a.m. in the same location.

**THIRTEENTH ORDER OF BUSINESS          Continuation of Meeting**

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor the meeting was continued to January 25, 2024 at 10:30 a.m. in the same location.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman