

**MINUTES OF MEETING
DOWDEN WEST
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of the Dowden West Community Development District was held on Thursday, **January 16, 2025** at 9:15 a.m. in the offices of GMS-CF, LLC, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Chuck Bell
Elizabeth Manchester
Stephanie Coffin

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

Jason Showe
Kristen Trucco
Alan Scheerer

District Manager
District Counsel
Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the audit committee 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

Audit Services

A. Approval of Request for Proposals and Selection Criteria

On MOTION by Mr. Bell seconded by Ms. Manchester with all in favor the request for proposals and selection criteria to include price was approved.

B. Approval of Notice of Request for Proposals for Audit Services

On MOTION by Ms. Manchester seconded by Mr. Bell with all in favor the notice of the request for proposals for audit services was approved.

C. Public Announcement of Opportunity to Provide Audit Services

Mr. Showe announced the opportunity to provide audit services for the district.

FOURTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Coffin seconded by Mr. Bell with all in favor the audit committee meeting adjourned at 9:18 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman