

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, August 20, 2020 at 9:00 a.m. via Zoom.

Present and constituting a quorum were:

Chuck Bell	Chairman
Tom Franklin	Vice Chairman
Gregory Clark	Assistant Secretary

Also present were:

George Flint	District Manger
Kristen Trucco	District Counsel
Robert Johnson	District Engineer
William Viasalyers	Field Manager

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

Organizational Matters

- A. **Appointment of Individual to Fill the Board Vacancy with a Term Ending November 2021**
- B. **Consideration of Resolution 2020-11 Electing an Assistant Secretary**

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the July 16, 2020 Meeting

On MOTION by Mr. Franklin seconded by Mr. Clark with all in favor the minutes of the July 16, 2020 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2020-12 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

Mr. Flint: Next is the public hearing to adopt the Fiscal Year 2021 budget, the Board approved a proposed budget and set the public hearing for today for its final consideration. The budget is attached to the resolution and includes the standard administrative budget, which has gone down slightly and the maintenance budget that has remained fairly flat. There will be some additional areas coming on requiring landscape maintenance, but at this point we don't have an estimate of the timing and cost of those. The platted lots are continuing to be assessed based on the same per unit amounts that they were. On the revenue side you will see assessments for the platted lots and a direct assessment to Mattamy or the legal entity and the difference is made up by a developer contribution. To the extend additional expenses come online that developer contribution line will be adjusted to accommodate that.

Mr. Clark: I want to make sure that we are still assessing lands that are either platted and sold to third parties or land that is owned by Beachline South Residential and we are not assessing land that is owned by Carlsbad. Is that still true?

Mr. Flint: That is true, we are not sending a direct bill to Carlsbad; Beachline is paying on behalf of Carlsbad basically.

We will note for the record there are no members of the public on the call to provide comment or testimony.

On MOTION by Mr. Franklin seconded by Mr. Clark with all in favor, Resolution 2020-12 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2020-13 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: We also have a public hearing to impose the assessments related to the budget that was just adopted. There are two exhibits attached to the resolution, the budget and the assessment roll. I will note for the record there are no members of the public on the call to provide comment or testimony.

Mr. Clark: You mentioned two exhibits. The exhibits are not in my agenda packet, but you said the exhibits are the budget and the roll, however when I read it, it says the allocation of costs to specially benefited lands shown in exhibits A and B. I was expecting those exhibits to show land.

Mr. Flint: Exhibit A is the budget and B is the assessment roll. You don't have the assessment roll, but I have a copy here.

Ms. Trucco: To add to that when you say specially benefited lands, these special assessments are non-ad valorem assessments, so they are basically assessed on the amount of benefit provided to that land. The benefit provided determines the amount of assessments.

On MOTION by Mr. Franklin seconded by Mr. Bell with all in favor, Resolution 2020-13 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint: We will close the public hearing.

SIXTH ORDER OF BUSINESS

Ratification of Series 2018 Requisition #5

Mr. Flint: We have ratification of requisition no. 5 and this is for Dewberry and it has been executed and transmitted to the Trustee and we are asking the Board to ratify that action.

On MOTION by Mr. Clark seconded by Mr. Franklin with all in favor Requisition no. 5 in the amount of \$7,315 payable to Dewberry Engineers from the Series 2018 bonds was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Johnson: N1B and N14 are under construction so we will have future requisitions coming down the line once that is completed.

C. Manager

i. Approval of Check Register

Mr. Flint presented the check register from July 8, 2020 through August 13, 2020 in the amount of \$11,419.33.

On MOTION by Mr. Franklin seconded by Mr. Bell 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. Approval of Fiscal Year 2021 Meeting Schedule

On MOTION by Mr. Franklin seconded by Mr. Clark with all in favor the Fiscal Year 2021 meeting schedule reflecting meetings on the third Thursday of the month at 9:00 AM at the offices of GMS-CF was approved.

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. Flint: The next meeting will be the third Thursday in September at 9:00 a.m. and I will check with the chair a week before that and determine whether we need to meet or not. There is nothing statutorily the Board would need to do and we will see if any other business items come up.

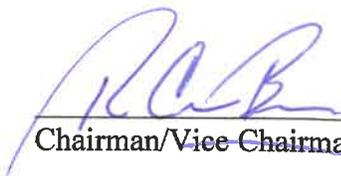
ELEVENTH ORDER OF BUSINESS

Adjournment

There being none, the next item followed.

On MOTION by Mr. Clark seconded by Mr. Franklin with all in favor the meeting adjourned at 9:12 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman