

**Minutes of the July 11, 2019 Meeting**  
**Board of Trustees of the Beacon Meadows Special Dependent District**  
Carrollwood Cultural Center, 4537 Lowell Rd., Tampa, Florida

Trustees Present: Wendy McCrorey (President), Shirley Williams (Vice President), Barbara Appel (Treasurer), Penny Phillips (Secretary), Allen McCrorey (Trustee), Angela Lucero (Trustee)  
Trustees Absent: Anne Blevins (Trustee)  
Public Present: Dena Galyardt, Dennis Murphy, Tim Mobley, Jr.

The meeting was called to order by Wendy at 7:05 p.m.

**Secretary's Report** – The minutes of the June 2019 meeting were read by Trustees in advance. Shirley made a motion, seconded by Wendy, that the minutes be approved. The motion was approved by a vote of 6-0.

**Treasurer's Report (June 2019)** (rounded to nearest dollar)

Revenues: \$202

Expenses:

    Utilities - \$90

    Landscape maintenance - \$800

Cash in bank: \$24,552

Available to spend: \$18,052

It was agreed by Trustees that new business should be addressed first.

**New Business**

**Mobley Homes Banner at Casey Rd. and Jackson Rd.** – Tim Mobley, Jr. represented Mobley Homes at the meeting. He apologized for the mix-up that occurred resulting in the banner being installed even after the Board voted against it in February 2019. The banner was removed, but Mobley Homes would like to have signage at that location to direct traffic to its new development (Carrollwood Landings). Mr. Mobley described the development as a gated community with 52 homes under \$500,000 each that will have a homeowners' association (HOA) established by Mobley Homes. It is expected that there will be 10 new homes built before January 2020 and that all new homes will be sold within about two years, during which time Mobley Homes will still be present. In order to improve the entrance to the development, the following are being proposed:

- Add landscaping along Jackson Rd., as approved by the County
- Pressure wash and repaint Beacon Meadows' wall along Jackson Rd., starting at Casey Rd.

Also proposed is repair (with stucco and paint) of the holes caused by installation of the banner. Trustees had numerous questions about the new development and the proposal from Mobley Homes. The primary concerns of Trustees were:

- Question: If the County approves landscaping along Jackson Rd., where does responsibility for irrigation and maintenance lie? Answer: Carrollwood Landings' HOA will be responsible. Concerns: This could be problematic for mowing along the Jackson Rd. wall, for both the County and Beacon Meadows. Also, the Board would have no control over the HOA's actions, so the plants could be left without irrigation and unmaintained if this was the decision of the HOA.
- Question: Since the Jackson Rd. wall needs repair in addition to pressure washing and repainting, could the Board hire a vendor to perform the work and the vendor be paid by Mobley Homes? Answer: Yes, if the estimate is reasonable. The Board can provide an estimate (preferably within the next month) and Mobley Homes will negotiate with the Board, as necessary.
- Question: Could signage at the corner of Casey Rd. and Jackson Rd. be smaller and less obtrusive than the banner, and, if so, could installation of new signage use the current holes instead of drilling new

holes? Answer: Pictures of smaller banners/signs will be provided to the Board. It could be possible for current holes to be used and no new ones to be drilled.

- Question: In summary, what will the Board expect to receive from Mobley Homes before the August Board meeting? Answer: Pictures of banners/signs for consideration by the Board and a short-term plan for repair of the holes in the walls where the banner had been installed will be provided.

Mr. Mobley stated that any agreements would be reduced to writing and reviewed by Mobley Homes' attorney. He asked that any questions or concerns of Trustees be directed to Sasha Goodman in Marketing (813-559-9955 or sgoodman@moblehousing.com) or to him (813-955-1180 or tmobleyjr@moblehousing.com).

**Annual Testing of Backflow Prevention Devices at Entrances** – Penny was contacted by A Affordable Testing regarding performing the tests for 2019 that are required annually by the County. Since he agreed to perform the tests for \$35.00 per entrance, the same as in 2018, which was approved by the Board in 2018, Penny gave him the go-ahead to perform the tests. Therefore, the tests have been performed, the results have been submitted to the County, and Barbara has paid the invoice electronically. It was agreed by Trustees that this is a required, on-going activity and, therefore, the expense should not have to be voted on again by the Board unless the company or cost changes.

### **Old Business**

**Referendum to Increase District Assessment** – The assessment hearing was conducted on June 13, as advertised and as announced to property owners. Mary Mahoney, County Management & Budget, requested documentation of the legal advertisement of the assessment hearing, the minutes of the hearing, and the notice of the hearing (postcard) sent to property owners as part of the budget process, and Wendy submitted the documentation to her. Barbara reported that the assessment roll spreadsheet and certificate to non-ad valorem assessment roll, which are due in August and September respectively, have already been submitted to the County. This process is now concluded.

**Budget Process** – The budget hearing was conducted on June 13, as advertised. Wendy submitted the budget package (FY20 budget and 2019 resolution) to Mary Mahoney, County Management & Budget. Ms. Mahoney responded that the District's budget package has been recommended for approval by the Board of County Commissioners.

**Repainting of Entrance Signs** – Anne reported prior to the meeting that she had located the marine wax that was used for waxing the signs in the past. Allen volunteered to wax the signs. Trustees agreed that the signs should be waxed at least once per year to preserve the finish.

**Increased Fee for Auditing of Financial Records/Unaudited Financial Records** – In the March 2019 meeting, Trustees voted to approve preparation and submission of an unaudited financial statement for the current fiscal year, pursuant to County guidelines. A draft of a postcard that will be mailed to all property owners as part of the notification requirements was provided to Trustees prior to the meeting. Penny recommended that the postcard be mailed in August instead of September, well in advance of the September 30 deadline. Penny made a motion, seconded by Barbara, that the postcard be approved as drafted, except with a date of August 8, 2019. The motion was approved by a vote of 6-0. Penny made a motion, seconded by Wendy, that a maximum of \$155.00 (budget category: Communication Svcs.) be authorized for printing and mailing of the postcards. The motion was approved by a vote of 6-0. Penny will notify the County in writing of the Board's decision, which will be accomplished before the deadline, and will include a copy of the minutes from the March 2019 meeting and a copy of the postcard to property owners.

**Major Repairs to Gunn Hwy. Wall** – The topic was tabled for a future Board meeting.

**Records Management Compliance** – Penny reported that, while looking for specific information in the box of old District records, she found meeting minutes for 2003 and 2004 that were duplicates of the minutes she is maintaining. Therefore, she was able to dispose of (shred) these duplicate records. Also, she has connected an external hard drive to her desktop computer at home. The drive should be backing up copies of documents and email, which includes those of the District. However, she still needs to research the hardware's functionality

further to determine the extent of the documents and email being backed up. Barbara reported that a State of Florida records management webinar is being offered for \$150. Penny responded that she did not believe she needed additional training at this time.

**Post Office Box for District** – In the June meeting, Anne volunteered to look into the price of renting a letter-size box at the UPS Store at the corner of Gunn Hwy. and Anderson Rd. Since Anne was not in attendance, the topic was tabled for a future Board meeting.

**Future Pressure Washing/Painting of Walls** – Barbara had still not received a proposal for this project from Claudio Pinheiro, the resident in Beacon Meadows. However, since Mobley Homes offered to help with pressure washing and repainting of the Jackson Rd. wall, Barbara emailed Mr. Pinheiro prior to the meeting to request an estimate for repair, pressure-washing, and repainting of that wall. He did not provide an estimate before the meeting, but Barbara agreed to follow up with him in hopes that one will be provided before the August Board meeting.

**Hillsborough County Low-Volume Irrigation Grant** – Penny reported that she looked in the box of old District records for information regarding the previous irrigation systems mini-grant awarded by the County. She did not find the grant application and approval but did find meeting minutes for 2003 and 2004 that showed the grant application was submitted in December 2003 and approved in January 2004, and installation was completed in February 2004. After reviewing the grant application for the 2019 mini-grant (\$2,500) and contacting Wanda Sloan in the County Neighborhood Relations Office, she determined that the grant application could not be finalized without several pieces of additional information. Shirley reported that she received information regarding County mini-grants that will be \$5,000 each and available in 2020. She recommended that the Board pursue the 2020 mini-grant instead, since it is twice the amount. She volunteered to attend a mandatory training session offered by the County on August 15 at the Town-n-Country Library. Since this is after the August Board meeting, this topic was tabled until the September Board meeting.

**Irrigation Systems and Dead Plants at Entrances** – No additional information was provided by Jay’s Property Maintenance. A cost estimate for spreading pine bark mulch instead of red mulch is pending. Also, work on the irrigation systems cannot begin until the Board finds out if a grant will be awarded. The topic was tabled for a future Board meeting.

**SWFWMD Cost-Sharing Grant for Florida-Friendly Landscaping** – It was agreed by Trustees that application for this grant would not be pursued at this time.

There being no further business, Barbara made a motion, seconded by Wendy, that the meeting be adjourned, which was approved by a vote of 6-0. Wendy adjourned the meeting at 8:27 p.m.

Penny Phillips, Secretary \_\_\_\_\_

Wendy McCrorey, President \_\_\_\_\_