

## Minutes of the October 10, 2023 Meeting

### Board of Trustees of the Beacon Meadows Special Dependent District

**Northdale Recreation Center, 15510 Hooting Owls Place, Tampa, Florida**

Trustees Present: Wendy McCrorey (President), Dena Galyardt (Vice President), Barbara Appel (Treasurer), Penny Phillips (Secretary), Allen McCrorey (Trustee), Carol Coon (Trustee), Steve Castry (Trustee)

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

**Secretary's Report** – The minutes of the September 2023 Board meeting were read in advance by Trustees. Barbara made a motion, seconded by Allen, that the minutes be approved. The motion was approved by a vote of 7-0.

### **Treasurer's Report (September 2023)** (rounded to nearest dollar)

Revenue from previous month: \$0

Expenses:

Utilities - \$123 (43.00)

Landscape maintenance - \$815 (46.00)

Cash in bank: \$52,472

Available to spend: \$47,972

### **Old Business**

**Status of FY24 Budget Package** – Approval of the budget by the Board of County Commissioners is still pending.

**Status of FY23 Unaudited Financial Statement** – Barbara reported that she provided required information to King & Walker (CPA's) on October 8. Penny will email to County Management & Budget the minutes of the Board meeting where the unaudited financial statement was authorized and proof of notification to property owners regarding this authorization.

### **Beginning of FY24**

- Advertisement of Monthly Meeting Schedule - Barbara reported that the meeting schedule advertisement will be published in the Tampa Times Bulletin Board on October 18. Carol agreed to provide a hard copy of the advertisement. Penny will email to County Management & Budget the minutes of the Board meeting where the meeting schedule was approved and the advertisement.
- Re-appointment of Officers – Penny confirmed that reappointment of Officers will be required in October 2024. Three Trustees (Steve, Dena, and Penny) must be reappointed at that time as well.
- Submission of Required Documents
  - Penny reported that the County Special District Information Form with the list of Beacon Meadows Trustees does not require revisions but still must be emailed to County Management & Budget and mailed to four other government agencies.
  - Barbara reported that she emailed the Public Depositor Annual Report to the Chief Financial Officer on October 8.
- Renewal of Public Official Bond – Barbara reported that she paid the fee for bonds for President, Vice President, and Treasurer on October 1.

**Repairs to Gunn Hwy. Wall** – No updates available. This topic was tabled until a future Board meeting.

## New Business

**Overhanging Trees/Shrubs Along Gunn Hwy. Wall** – Wendy reported that there are four places along the wall (two on each side of the entrance) where trees/shrubs are significantly hanging on it. The contract signed by Jim Sears of Gator Property of Tampa Bay dated June 6, 2022 specified that, “Plants overhanging or resting on top of Gunn Hwy. and Casey Rd. walls will be trimmed once per month and all debris removed.” However, when Wendy asked Mr. Sear about this, he replied that his workers do not do that. Penny stated that this could possibly be considered a breach of contract if the District has to pay a substantial amount for trimming, but it would have to go to small claims court. Trustees discussed this matter and also the alternatives of 1) notifying property owners in writing that they are responsible for trimming or 2) the District bearing the cost of trimming. The latter may not be advisable, since precedent was set with property owners along the Casey Rd. wall who were told they were responsible for trimming or disposing of overhanging plants. Since there was no resolution, the topic was tabled until the next Board meeting so all Trustees could look at what trees/shrubs are involved.

**Holiday Decorations** – Dena reported that she checked the strings of lights and the lights on the wreaths, some which were not working, and she replaced them. She also replaced bows and poinsettias on the wreaths. Furthermore, she has designed a new arrangement of lights for the Gunn Hwy. entrance. She asked for feedback about the twinkling lights at the Casey Rd. entrance, since only half the lights are working on one string, but she can replace them. Trustees agreed that twinkling lights at that entrance are attractive. So far, Dena has not had to purchase any supplies, since she has been able to use her own decorations. With regards to the date/time for decorating the entrances, Penny made a motion, seconded by Wendy, that decorating be done on December 2, starting at 9:00 a.m. at the Casey Rd. entrance. The motion was approved by a vote of 7-0.

There being no further business, Penny made a motion, seconded by Wendy, that the meeting be adjourned at 7:43 p.m. The motion was approved by a vote of 7-0.

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

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