

**Minutes of the May 14, 2020 Meeting**  
**Board of Trustees of the Beacon Meadows Special Dependent District**  
Carrollwood Cultural Center, 4537 Lowell Rd., Tampa, Florida

**NOTE: Due to COVID-19 facility closings, the meeting was conducted by teleconference (Conference Now) with Barbara Appel hosting. Instructions for participating in the teleconference were post on the Beacon Meadows website and included in the meeting agenda and meeting reminder to Trustees.**

Trustees Participating: Wendy McCrorey (President), Shirley Williams (Vice President), Barbara Appel (Treasurer), Penny Phillips (Secretary), Allen McCrorey (Trustee), Angela Lucero (Trustee)

Trustees Not Participating: Anne Blevins (Trustee)

Public Participating: Dena Galyardt

The meeting was called to order by Wendy at 7:00 p.m.

**Secretary's Report** – The minutes of the February 2020 meeting were read by Trustees in advance. Wendy made a motion, seconded by Shirley, that the minutes be approved. The motion was approved by a vote of 6-0, with no opposing votes. No meetings were conducted in March and April due to COVID-19 issues.

**Treasurer's Report (April 2020)** (rounded to nearest dollar)

Revenues: \$1,148

Expenses:

    Utilities (43.00) - \$117

    Landscape maintenance (46.00) - \$800

Cash in bank: \$41,061

Available to spend: \$32,561

Barbara reported that there was a higher than usual water bill for irrigation at the Gunn Hwy. entrance, but it had not been going up each month, so she was not concerned at this point.

**Old Business**

**Mobley Homes Issues (Banner at Casey Rd. and Jackson Rd./Repair, Pressure Washing and Painting of Jackson Rd. Wall/Proposed Landscaping)** – Penny reported that she emailed Tim Mobley, Jr. after the February Board meeting to let him know it appeared some of the screws from the banner installation had not been removed. He referred Penny's email to Denise Nelson at Mastered Paint & Deco, Inc., who had performed the work. She responded that she had removed all the screws and repaired the wall where the banner had been installed. Wendy and Allen inspected the wall and discovered there were screws still in the wall that had apparently been there for some other reason in the past, and they verified the work had been completed. The other topics were tabled for future Board meetings.

**Records Management Compliance** – Penny reported that she reviewed the remainder of the files in the box of old District records for fiscal years 1996 through 2006 and shredded records in accordance with the applicable State General Records Schedule (GS1-SL), which included appropriately documenting/authorizing (with Wendy as witness) records to be destroyed that had retention periods. These records pertained to budgets, independent audits, and financial reports. She contacted Stephanie Boggs of the State Bureau of Archives and Records Management to ask how tax roll documents and computer discs should be treated. Ms. Boggs responded that they can be considered Administrative Convenience Records, so they are retained "until obsolete, superseded, or administrative value is lost." Finally, for the years specified above, Penny created a file with approved budgets, which are considered permanent records and must be retained, and updated the District's Records Inventory.

**Future Pressure Washing/Painting of Gunn Hwy., Casey Rd., and Jackson Rd. Walls** – Trustees agreed that the Casey Rd. and Gunn Hwy. walls could use pressure washing and the Gunn Hwy. wall needed stucco

repair. Penny volunteered to contact Integrity Pressure Cleaning, the company approved by the Board in the past, for an estimate for both walls. She will also attempt to obtain an estimate for stucco repair.

**Major Repairs to Gunn Hwy. Wall** – Barbara reported that she received an email from T-3 Construction on May 14 about proposed wall repairs. This was in response to the list that indicated sections 19, 21, 38, 40, 41, and 47 were the six sections leaning the most and possibly could be repaired with the District’s current fiscal year funds. Since all Trustees had not seen the email, Barbara read it in its entirety. The following is a summary:

1. Sections 19 and 20 - both are 40'-0" sections, which are where the concrete pool deck is up against the wall on the homeowner's side. In order to straighten the wall, T-3 Construction would need a minimum 3'-0" section of the concrete pool deck removed, which is 2'-0" thick. However, with all that concrete on top of the existing foundation of the wall, the wall may not lean any further than it already has.
2. Sections 37 and 38 (38 was added) - both are 40'-0" sections, which should be repaired together.  
**Price: \$7,000.00 per each 40'-0" section x 2 = \$14,000.00**
3. Sections 40, 41 and 46, 47 (46 was added) - all of these sections have sidewalks to contend with along with numerous shrubs and tree roots that would have to be pruned by T-3 Construction in order to enlarge the foundations and straighten the wall. Tree root issues cannot be determined until after excavation is started. Also, the majority of excavation to move the wall over has to be done on the homeowner's side of the wall.  
**Price: \$8,500.00 per each 40'-0" section x 4 = \$34,000.00**
4. Drawings must be re-drawn and engineer sealed and a new building permit must be obtained.  
**Price: \$1,300.00**

Discussion by Trustees ensued, which included pros and cons of making more wall repairs (20 of the 58 sections need repairs) versus constructing a new wall. A question was raised as to the accuracy of Sections 19 and 20 being the sections where a pool was located on the homeowner’s property. Barbara agreed to verify this with T-3 Construction. Additionally, Barbara offered another repair option which would stay within budget: Sections 1-5 (at the end of the wall closest to the shopping center), which would involve two 40’-0” sections, two 4’-0” sections, and one section that was 7’-7”, with a total cost of approximately \$27,000 and an additional cost of \$1,300 for the drawings and permit. Penny reported that she had been referred by the originator of the Gunn Hwy. wall easements to an attorney (William Molloy) who could be hired by the Board in the event any easement issues arise. Trustees requested time to consider all options, so the topic was tabled for a future Board meeting.

**New Business**

**Date of Public Budget Hearing** – Because budget submission has been delayed by the County until July 13, 2020, the public budget hearing could be held after either the June 11 or July 9 Board meeting. After discussion of these two options, Wendy made a motion, seconded by Shirley, that the meeting be held at 7:30 p.m. on June 11, 2020. The motion was approved by a vote of 6-0, with no opposing votes. Barbara reported that the cost of the advertisement in the Tampa Times Bulletin Board was \$83.20. However, she would add a note about checking the Beacon Meadows website for changes due to COVID-19 issues, which would increase the cost. According to County guidelines, a physical address needed to be included, but a sign could be posted on the door of the facility with instructions for a teleconference if the facility had not yet reopened by the time of the hearing. The advertisement will be published May 27 to meet the 14-day advertising requirement.

There being no further business, Penny made a motion, seconded by Barbara, that the meeting be adjourned, which was approved by a vote of 6-0, with no opposing votes. Wendy adjourned the meeting at 8:07 p.m.

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

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