

Minutes of the March 14, 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), Steve Castry (Trustee), Carol Coon (Trustee)

The meeting was called to order by Wendy at 7:03 p.m.

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

Treasurer's Report (February 2023) (rounded to nearest dollar)

Revenue from previous month: \$271

Expenses:

Utilities - \$109 (43.00)

Landscape maintenance - \$815 (46.00)

Cash in bank: \$66,972

Available to spend: \$56,461

New Business

Problem with Ligustrum at Casey Rd. Entrance – One of the ligustrums has a significant amount of dead leaves/branches. Wendy reported that she asked Jim Sears of Gator Property Management what should be done about this, and he responded that the dead leaves/branches could be cut back. It was recommended that Mr. Sears be asked if he would be willing to have his crew perform the work for up to \$100. Penny made a motion, seconded by Wendy, that Gator Property Management be authorized to perform the work for up to \$100 (46.00). The motion was approved by a vote of 7-0. Wendy agreed to contact Mr. Sears about this matter.

Vote for FY23 Unaudited Financial Statement – A vote of the Board is required every fiscal year for an unaudited financial statement to be authorized in lieu of an audit. The Board has the authority to authorize this, since the District's budget is less than \$50,000. Barbara reported it was her recollection that the cost of an audit was \$2,300 and the cost of an unaudited financial statement was \$900. Carol made a motion, seconded by Penny, that an unaudited financial statement be authorized for FY23 in lieu of an audit. The motion was approved by a vote of 7-0. Barbara will arrange for postcards to be mailed to all property owners regarding the decision before the end of September 2023, as required.

Google Domain/WIX Web Hosting – Barbara reported that she paid the \$12 domain fee for this year. She recommended that the web hosting fee be paid for one year (2023), then paid for two years (2024 and 2025). Carol made a motion, seconded by Wendy, that the WIX web hosting fee be paid for one year for 2023 and two years for 2024 and 2025. The motion was approved by a vote of 7-0.

Steps for Increase in District Assessment Up to \$250 Per Year – Penny reported that she reviewed the 2018 referendum file and located all documents that had been required for implementation of the approved referendum (increase in non-ad valorem assessment to \$125, but not to exceed \$250, starting in 2019). Because the County Tax Collector's Office is responsible for maintenance of the Non-Ad Valorem (NAV) Booklet instructions, based on Chapter 197, F.S., Penny contacted that office and received a response by voicemail that the only requirement of the County Tax Collector's Office at this juncture is for the Board to properly certify the tax rolls with the higher assessment, after approved by the Board. Additionally, Penny contacted the Florida Dept. of Economic Opportunity, Special Districts, but was told that the office only addresses Chapter 189, F.S.,

not Chapter 197, F.S. The representatives from both offices referred Penny to Mary Mahoney, County Management & Budget. Penny sent an email to her, but she will be out of the office until March 22 and could not access the District's referendum file. Penny sent Ms. Mahoney a copy of all the documents by email, but she received no response from Ms. Mahoney. Therefore, any additional requirements for increasing the assessment for 2023 will be reported by Penny at the April Board meeting.

Trustees discussed if the assessment should be increased and, if so, by how much. It was agreed that an increase was needed based on rising costs for operating the District, especially with three aging walls that are continually in need of improvements. Trustees also agreed that an increase to \$150 would be sufficient and more easily accepted by property owners. Carol made a motion, seconded by Allen, that the assessment be increased to \$150 per improved residential property during the 2023 public budget hearing. The motion was approved by a vote of 7-0.

Communication with County Code Enforcement Officer – Barbara received an email from County Code Enforcement stating that a complaint had been filed against the District because of the unsightly appearance of the Jackson Rd. wall. Wendy contacted the Code Enforcement officer to discuss the matter. The officer explained that the appearance of the wall was not a violation, as long as the wall was structurally sound. However, she asked if the wall might be pressure washed/painted in the near future. Wendy will respond to the officer regarding a final decision by the Board (see Old Business below).

Old Business

Unaudited Financial Statement – Progress Report – Barbara reported that the District's financial information was entered into LOGERx and was certified February 24, 2023.

Pruning of Crepe Myrtles at Gunn Hwy. Entrance – Wendy reported that the crew of Gator Property Management pruned the crepe myrtles.

Repair/Maintenance of Gunn Hwy., Casey Rd., and Jackson Rd. Walls

- Jackson Rd. and Casey Rd. Walls – Penny requested an estimate from Integrity Press Cleaning for pressure washing both walls. The total for both walls was \$2,025 (\$800 Casey, \$975 Jackson, \$250 fire hydrant meter). After discussion by Trustees about repairs for the Jackson Rd. wall, it was agreed that the need for repairs could be better assessed after the wall was pressure washed. Because the estimate for the Jackson Rd. wall was based on measurements from a previous estimate, Penny recommended that the wall be measured again, since Mobley Homes had pressure washed/painted part of the wall across from the new subdivision and there was more permanent growth on the wall than in the past. She agreed to contact Integrity about reevaluating the estimate based on new measurements. Trustees agreed that both walls should be pressure washed. Therefore, Carol made a motion, seconded by Allen, to approve up to \$2,025 for pressure washing the Casey Rd. and Jackson Rd. walls (46.00). The motion was approved by a vote of 7-0. Once Integrity provides another estimate for the Jackson Rd. wall and an anticipated start date for the work, Wendy will hand deliver notices to residents living adjacent to the walls about the work to be done. Penny will draft the notice. Barbara agreed to contact T-3 Construction about future masonry work on the Jackson Rd. wall,
- Gunn Hwy. Wall - Barbara received an email from Perry Mallory at T-3 Construction with new cost estimates for repairing the wall, which she inserted into an Excel spreadsheet and emailed to Trustees. March 2023 prices are as follows:
 - 1-year permit fee - \$1,700
 - 40-foot section without landscaping removal - \$9,100 per section
 - 40-foot section with landscaping removal - \$11,050 per section
 - 4-foot section without landscaping removal - \$2,600 per section

- 4-foot section with landscaping removal - \$3,150 per section

Because the meeting was running long, it was agreed that the topic should be tabled until the April Board meeting.

There being no further business, Penny made a motion, seconded by Steve, that the meeting be adjourned at 8:08 p.m. The motion was approved by a vote of 7-0.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____