

Minutes of the November 12, 2015 Meeting
Board of Trustees of the Beacon Meadows Special Dependent District

Carrollwood Cultural Center, 4537 Lowell Rd., Tampa, Florida

Trustees Present: Carol Coon (President), Michael Fisher (Vice President), Barbara Appel (Treasurer), Penny Phillips (Secretary), Anne Blevins (Trustee), John O'Neill (Trustee), Kathy Boyd (Trustee)

Public Present: Joyce O'Neill

The meeting was called to order by Carol at 7:07 p.m.

New Business

Resignation of Trustee – Violeta Seda submitted her resignation by e-mail effective October 24, 2015. Penny made a motion, seconded by Barbara, that the resignation be accepted. The motion was approved by a vote of 6-0.

Appointment of New Trustee – Kathy Boyd (4602 Ridge Point Dr.) agreed to become a Trustee to replace Violeta. Carol made a motion, seconded by Barbara, that Kathy be appointed to Seat 4 with a term ending September 30, 2018. The motion was approved by a vote of 6-0.

FY 16 Guide for Beginning New Fiscal Year – This guide can be found at the County website at: <http://www.hillsboroughcounty.org/index.aspx?nid=2892> Carol did not find any significant changes in the guide. Barbara noted that changes which needed to be made to the Beacon Meadows website have already been made.

Election of Officers – President, Vice President, Treasurer, and Secretary were elected in 2014 to a two-year term. However, Violeta is no longer Vice President effective the date of her resignation from the Board. Carol asked who would volunteer to serve as Vice President. Michael agreed to serve in that role. Penny made a motion, seconded by Anne, that Michael be elected Vice President to replace Violeta. The motion was approved by a vote of 7-0. Carol, Barbara, and Michael will need to go together to the District's bank (TD Bank) to update/sign the signature card for check-signing purposes once Penny has finalized the minutes of this meeting.

Appointment of Registered Agent – Carol has been registered agent in the past and agreed to continue in that role in the new fiscal year, so no new appointment is necessary.

Board Meetings in New Fiscal Year – Meetings have been conducted the second Thursday of each month at 7:00 p.m. for many years and have been in the Reading Room of the Carrollwood Cultural Center for the past several years. It was agreed that the day, time, and place for the meetings should remain the same. Barbara confirmed that the Reading Room would continue to be available then. Barbara made a motion, seconded by Penny, that new fiscal year meetings be on the second Thursday of each month at 7:00 p.m. in the Reading Room of the Carrollwood Cultural Center. The motion was approved by a vote of 7-0. Barbara will place the required advertisement in the Tampa Bay Times.

Audit of FY 15 Financial Records – Barbara reported that the records are in the process of being audited by King & Walker, CPA's, and the completed audit will be provided to the appropriate agencies, as required.

Public Official Bond – The bond must be maintained for President, Vice President, and Treasurer, who sign checks on behalf of the District. It was noted that the names of the individuals in these offices are not requested. Barbara will pay the cost of the bond for the new fiscal year, which is \$100 (budget category 45.00 - Insurance).

Special District Information Form – Penny will update the form with new information and forward it to Carol for signature. Penny will provide copies to the appropriate agencies, as required.

Secretary's Report – The minutes of the August 2015 meeting were read by Trustees in advance. Also, Penny briefly reviewed the minutes at the meeting for Kathy's benefit. Carol made a motion, seconded by Michael, to approve the minutes. The motion was approved by a vote of 7-0. There were no minutes for September and October 2015 due to lack of a quorum.

Treasurer's Report (October 2015)

Revenue: \$123.03
Cash in Bank: \$33,000
Available to Spend: \$19,160

There were no unusual expenditures. Regarding expenditures for the new fiscal year, Barbara pointed out that the entrance signs need to be repainted, especially since one at Casey Rd. is badly faded. Penny will review past minutes to find the name of the company that constructed the signs.

Old Business

Major Repairs to Gunn Hwy. Wall – No additional progress has been made on this project. Barbara commented that T-3 Construction may be interested in repairing sections of the wall, but the cost will be high. Discussion ensued about what other materials could be used to construct a new wall that may be less expensive. Kathy reported that she works for a construction company and agreed to check on other options for wall construction.

Additional New Business

Electrical and Irrigation System Controls – Barbara requested that the controls at the Gunn Hwy. entrance be moved to a more accessible location. Currently, the area is infested with hornets and has very high weeds, the controls are difficult to access, and the photo cell is not working because the area is so dark. Trustees discussed where the controls could be relocated, but no decision was made, although the idea of covering the controls with a large box was considered feasible. It was agreed that Jim's Electrical, used by the District for several years, should be asked to recommend an appropriate location for the controls (i.e., breaker box for the electrical, Rainbird box for the irrigation system, and electric meter) and provide an estimate for relocating them. TECO will need to be contacted if the meter is moved. It was also agreed that the current location of the controls should be sprayed for hornets and cleared of weeds before Jim's Electrical is called. Barbara offered to check with Chet's Pest Control about both spraying for hornets and cleaning up the area. Anne will check with Massey Services, which is a larger company, as a backup. Carol made a motion, seconded by Michael, that \$150.00 (budget category 46.00 - Repair and Maintenance) be allocated for hornet spraying and weed removal. The motion was approved by a vote of 7-0. Penny will contact Jim's Electrical once she has been notified that this work has been completed. Anne commented that she knew someone who used sky-blue paint to prevent hornets from returning.

Bank Statements – Barbara reported that TD Bank will start charging \$2.00 per month for paper copies of bank statements. She recommended that they be accessed electronically instead to save money. Trustees agreed.

Holiday Decorations at Entrances – Penny reported that the wreaths she had in her attic were delivered to Anne last week, and Anne will be refurbishing all eight wreaths this year. Penny will contact Violeta again to remind her to deliver the wreaths she has to Anne. Although Penny had purchased some discounted supplies for the wreaths at the end of December last year, Anne will need to purchase more supplies and LED lights. It was agreed that \$150.00 should be allocated for that purpose. Barbara made a motion, seconded by Penny, that \$150.00 (budget category 52.00 – Operating Supplies) be allocated for supplies and LED lights for refurbishing the wreaths. The motion was approved by a vote of 7-0. Also, Barbara, Anne, and Penny volunteered to put up the wreaths at both entrances on December 28, 2015, starting at 9:00 a.m. at the Casey Rd. entrance.

Vines on Casey Rd. Wall – John recommended that the vines growing from homeowners' yards be cut off the front of the wall at the District's expense to preserve the new paint. Discussion ensued about this recommendation. There was some concern that this would set a precedent so shrubbery might need to be cut off

the other two walls as well at the District's expense. However, Barbara agreed to get estimates from Jay's Property Maintenance for cutting the vines on the Casey Rd. wall on a one-time and on-going basis. There was further discussion about evasive plants that the County has tried to eliminate, such as Brazilian pepper trees. John volunteered to call a contact person at the County about the Brazilian pepper trees growing in Beacon Meadows.

There being no further business, Barbara made a motion, seconded by Kathy, that the meeting be adjourned, which was approved by a vote of 7-0. Carol adjourned the meeting at 8:45 p.m.

Penny Phillips, Secretary

Carol Coon, President
