

Minutes of the July 13, 2021 Meeting
Board of Trustees of the Beacon Meadows Special Dependent District
Northdale Recreation Center, 15550 Spring Pine Dr., Tampa, Florida

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

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

Secretary's Report – The minutes of the June 2021 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 5-0.

Treasurer's Report (June 2021) (rounded to nearest dollar)

Revenues from previous month: \$252
Expenses:
 Utilities (43.00) - \$93
 Landscape maintenance (46.00) - \$800
Cash in bank: \$46,999
Available to spend: \$39,699

Old Business

Major Repairs to Gunn Hwy. Wall – The topic has been tabled until a future Board meeting after sufficient funds have been collected to repair enough sections of the wall to warrant the cost of approved drawings and building permits (\$1,300).

Repairs to Jackson Rd. Wall (Revisited) – The topic has been tabled until a future Board meeting due to unexpected expenses for the District.

New Business

FY 2022 Budget Package Submission – Wendy reported that the budget package was submitted to Mary Mahoney, County Management & Budget, on June 14, 2021. Barbara has uploaded pertinent documents from the package to the Beacon Meadows website.

Annual Backflow Prevention Device Testing – Penny reported that Dave Forrester from Affordable Backflow Testing contacted her and will be conducting the testing again this year at the same cost as last year at \$35 per entrance (46.00).

Vote to Approve Unaudited Financial Statement – Since the District's budget is less than \$50,000, the Board can approve an unaudited financial statement, as it did last fiscal year, which is a cost-saving measure for the District. Penny made a motion, seconded by Wendy, that an unaudited financial statement be approved for this fiscal year. The motion was approved by a vote of 5-0. Barbara will ensure that the postcards to property owners notifying them of the decision are mailed to meet the deadline of September 30, 2021. Penny will submit a copy of the postcard and these minutes to the County, as required.

Notice of Rulemaking - Penny reported that the Florida Division of Library & Information Svcs. is updating the Guidelines for Managing Public Records in Electronic Form. She will report when the guidelines have been finalized.

Damage to Gunn Hwy. Wall from Traffic Accident – The two-car traffic accident, which occurred on June 17, 2021, caused significant damage to the Gunn Hwy. wall, resulting in large holes.

- Penny requested a Florida Traffic Crash Report from the County Sheriff’s Office (which required a notarized sworn statement) and followed up with the Deputy who prepared the report to notify him of an error in the narrative about the direction the cars were moving.
- Penny sent letters, with a copy of the easements, by certified mail (at a cost of \$13.70) to the two property owners whose property is adjacent to the portion of the wall that was damaged. The letters advised them that the wall is property of the District and is the District’s responsibility to repair. When she had difficulty tracking and ensuring that the certified mail had been delivered, she also sent the letters by regular mail. Barbara made a motion, seconded by Wendy, that Penny be reimbursed \$13.70 for the cost of the certified mail. The motion was approved by a vote of 5-0.
- Wendy contacted GEICO, the insurance company of the driver at fault in the accident, to report the damage to the wall. Since the driver had only \$10,000 in liability insurance, and the other driver’s car was totaled in the accident, the District may not be reimbursed for any of the cost of repair of the wall. Wendy took pictures of the damage and submitted them to GEICO. She will submit the estimate for the cost of repair of the wall after it is received.
- Barbara was in contact with T-3 Construction and awaiting the estimate for the cost of repair of the wall. She will notify Trustees when the estimate is received.
- It was agreed by the Board that a vote should be taken to approve an “up to” amount for repairing the wall so progress will not be delayed until the August Board meeting. After discussion of the amount, Barbara made a motion, seconded by Wendy, that up to \$20,000 be approved for repair of the damage to the Gunn Hwy. wall caused by the traffic accident. The motion was approved by a vote of 5-0.

Purchase of New Checks – Barbara reported that her supply of District checks is almost depleted. Penny made a motion, seconded by Wendy, that up to \$50.00 be approved for the purchase of new checks for the District. The motion was approved by a vote of 5-0.

There being no further business, Barbara made a motion, seconded by Shirley, that the meeting be adjourned, which was approved by a vote of 5-0. Wendy adjourned the meeting at 7:34 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____