

Minutes of the February 14, 2019 Meeting
Board of Trustees of the Beacon Meadows Special Dependent District

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

Trustees Present: Wendy McCrorey (President), Shirley Williams (Vice President), Barbara Appel (Treasurer), Penny Phillips (Secretary), Allen McCrorey (Trustee), Angela Lucero (Trustee), Anne Blevins (Trustee)
Trustees Absent: None
Public Present: Dena Galyardt

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

Secretary's Report – The minutes of the January 2019 meeting were read by Trustees in advance. Anne made a motion, seconded by Wendy, that the minutes be approved. The motion was approved by a vote of 7-0.

Treasurer's Report (January 2019) (rounded to nearest dollar)

Revenues: \$815

Expenses:

 Utilities - \$104

 Landscape maintenance - \$800

Cash in bank: \$32,663

Available to spend: \$21,163

Old Business

Referendum to Increase District Assessment – As a result of Barbara's question regarding why the legal advertisement for the public hearing must include "a geographic depiction of the property subject to the assessment," Penny contacted officials at the County Tax Collector's Office, Florida Dept. of Economic Development (Special Districts), and Florida Dept. of Revenue (Non-Ad Valorem Assessment). All three officials replied that if the Florida Statute required the ad, only an exemption statute could lift the requirement. Such statute does not appear to exist. Additionally, Penny contacted the Vice President of Carrollwood South, where a referendum was also passed. She advised Penny that Mary Mahoney, County Management & Budget, confirmed that the ad was required as specified in the statute. Penny then contacted Ms. Mahoney with additional questions: 1) Must there be a public hearing to adopt the assessment and also a public budget hearing or can they be combined into one hearing? 2) Must there be two ads or just one? Ms. Mahoney responded that there must be two hearings and two ads. Therefore, it was concluded by Penny that the hearings could be on the same night but at different times. Also, the required legal ad would be for the assessment hearing and a Bulletin Board ad would be for the public budget hearing, as in the past. Barbara distributed draft copies of the two ads and a draft postcard that will be mailed to all property owners regarding the assessment hearing. Penny agreed to review the drafts and provide feedback. However, since both hearings address the District's assessment, Penny also agreed to contact Ms. Mahoney about what actions are taken at each of the two hearings regarding the assessment and if the language in the ad for the public budget hearing must be revised accordingly because of the assessment hearing. After discussion regarding the date and times of the hearings, Anne made a motion, seconded by Shirley, that the hearings be held after the monthly Board meeting on June 13, 2019, with the assessment hearing at 7:30 p.m. and the public budget hearing at 8:00 p.m. The motion was approved by a vote of 7-0.

Repainting of Entrance Signs – Wendy reported that she received a proposal from another company (Image 360) for sign repainting. The total cost for removing, repainting, and reinstalling the four entrance signs would be \$4,106 (without sales tax). This is less than the amount in the proposal submitted by Allied Signage, the company that constructed the signs in 2011, which was \$4,800 (without sales tax). However, when Allied Signage learned that another proposal was submitted, the cost was reduced by 10% (\$4,320, without sales tax), if the Board agrees to the company's timetable. Since Barbara reapplied for the sales tax exemption certificate, sales tax does not have to be paid; she provided a copy of the certificate to Wendy and Penny. Wendy outlined additional details of each proposal:

Allied Signage

- Matthews acrylic polyurethane paint will be used (satin finish), which will last 8 to 10 years, but longer if the signs are washed and waxed yearly
- Two signs at a time will be removed
- Signs will be down for about 1 week
- No deposit is required

Image 360

- Industry-standard urethane paint will be used (shiny finish), which will last “indefinitely”
- Signs will be down for 2 to 3 weeks
- A 75% deposit is required

Discussion ensued regarding the two proposals. Trustees agreed that even though Allied Signage’s proposal was \$214 higher, it was advantageous to have the company that constructed the signs repaint them, especially since that company will take less time to complete the work and will not require a deposit. Also, a matte versus shiny finish is preferred. Barbara made a motion, seconded by Anne, that Allied Signage be approved to complete the work for \$4,320 (46.00 - Repair and Maintenance). The motion was approved by a vote of 7-0. Wendy will request that one sign from each entrance be removed. Penny recommended that Wendy send an e-mail to Allied Signage, with a copy to her, to confirm that \$4,320 is the agreed upon price before the project is started. Trustees also discussed the need to wash and wax the signs yearly.

Irrigation Systems and Dead Plants at Entrances – Wendy reported that she contacted Omni Irrigation four times in an effort to obtain a proposal for repair of the irrigation systems, but she received no response. The topic was tabled for a future Board meeting.

Future Pressure Washing/Painting of Walls –The topic was tabled for a future Board meeting.

Increased Fee for Auditing of Financial Records/Unaudited Financial Records –The topic was tabled for a future Board meeting.

Major Repairs to Gunn Hwy. Wall – Barbara reported that Perry Mallory of T-3 Construction advised her that, once wall sections to be repaired were determined, a request would be made for the County to reopen the permit that was closed due to no inspections being conducted. If not reopened, a new permit would cost \$1,950, unless there was a cost increase. Barbara recommended that the project be put on hold until sufficient money for repair of several sections of the wall could be accumulated over time. The topic was tabled for a future Board meeting.

Records Management Compliance – The topic was tabled for a future Board meeting.

New Business

Sign Lights at Entrances – Allen reported that, after noticing the sign lights were off at the Gunn Hwy. entrance on the west side, he investigated the problem and made electrical repairs, including replacement of the photo cell. Total cost of photo cell and other supplies was \$36.67. Penny made a motion, seconded by Barbara, that Allen be reimbursed \$36.67 (46.00 - Repair and Maintenance) for the photo cell and supplies. The motion was approved by a vote of 7-0. Barbara added that she purchased four strings of white rope lights from Amazon.com for replacement on all four signs, as needed. The total cost was \$160.00. Wendy made a motion, seconded by Anne, that Barbara be reimbursed \$160.00 (46.00 - Repair and Maintenance) for the four strings of rope lights. The motion was approved by a vote of 7-0.

Budget Realignment – Barbara reported that a budget realignment is necessary due to special expenditures this fiscal year. Therefore, she outlined the following realignment of funds:

- Move \$400 from 46.00 (Repair and Maintenance) to 49.00 (Other Charges - Legal Ads) for legal advertisements due to passage of the referendum

- Move \$400 from 46.00 (Repair and Maintenance) to 41.00 (Communication Svcs. – Postage) for two postcard mailings to property owners regarding assessment increase public hearing and preparation of financial statement in lieu of audit for FY19 (pending Board approval)

Wendy made a motion, seconded by Shirley, that the realignment of funds be approved as outlined. The motion was approved by a vote of 7-0.

Request from Mobley Homes Regarding Jackson Rd. Wall – Barbara reported that she received a request from Mobley Homes to add temporary banners to the Jackson Rd. wall to advertise new homes for sale and permanent signage at the intersection of Jackson Rd. and Casey Rd. for the new subdivision. A question about making improvements to the wall, such as painting, was also posed. After discussion by Trustees, it was agreed that integrity and maintenance of all Beacon Meadows walls were the responsibility of the Board of Trustees and should not be relinquished to another organization. Therefore, Anne made a motion, seconded by Wendy, that Mobley Homes not be allowed to add signage or banners to the Jackson Rd. wall. The motion was approved by a vote of 7-0.

There being no further business, Penny made a motion, seconded by Anne, that the meeting be adjourned, which was approved by a vote of 7-0. Wendy adjourned the meeting at 8:10 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____