

Minutes of the March 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)
Trustees Absent: Anne Blevins (Trustee)

The meeting was called to order by Wendy at 7:01 p.m.

Secretary's Report – The minutes of the February 2019 meeting were read by Trustees in advance. Barbara made a motion, seconded by Wendy, that the minutes be approved. The motion was approved by a vote of 6-0.

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

Revenues: \$287

Expenses:

 Utilities - \$93

 Landscape maintenance - \$800

 Rope lights for 4 signs - \$160

 Electrical parts for Gunn Hwy. entrance - \$36

Cash in bank: \$31,860

Available to spend: \$21,360

Old Business

Referendum to Increase District Assessment – Since the County Tax Collector's Office is responsible for the guidelines for the public hearing required to be conducted to adopt the increased assessment, Penny contacted Anthony Wilkins in that office. Although the sample legal advertisement in the guidelines addresses adopting only the assessment roll for the fiscal year, she asked if the assessment range authorized by the referendum should be adopted first, then the actual assessment roll for the fiscal year. He responded that this seemed reasonable. Therefore, Penny recommended to Trustees that both the range and fiscal year assessment roll be adopted in the assessment hearing, and the fiscal year assessment also be adopted in the subsequent public budget hearing. Trustees present agreed to this course of action. Penny distributed copies of revisions to Barbara's original drafts of the legal advertisement and first-class mailing to property owners pertaining to the assessment hearing. Trustees provided feedback to Penny, and she agreed to finalize the drafts. Barbara commented that even though the revised draft of the mailing included more information than the original draft, a postcard was still feasible.

Repainting of Entrance Signs – Wendy reported that Allied Signage planned to remove and start work on all four signs during the week of March 18th and to have them ready for reinstallation the following week. Trustees discussed the impact of not having any signs at the entrances for a week and agreed that, although having one sign at each entrance would be preferable, it will not be unacceptable for all signs to be removed at the same time.

Irrigation Systems and Dead Plants at Entrances – No additional information was provided by Jay's Property Maintenance. 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 – Since the District qualifies to submit an unaudited financial statement because it has revenues of less than \$50,000, Penny outlined the steps for approval of an unaudited financial statement for the current fiscal year: 1) Trustees must approve this in a regular monthly Board meeting, and the motion and vote must be recorded in the minutes of the meeting. 2) Subsequently, a standard notification letter must be sent by first class mail to each property owner in the District

and to the County to advise of the decision to submit an unaudited financial statement. The mailing must be postmarked no later than September 30, 2019. Penny added that these steps must be taken annually if an unaudited financial statement is to be submitted each year. Trustees agreed that approval of an unaudited financial statement would be a significant cost-saving measure. Therefore, Barbara made a motion, seconded by Wendy, to approve preparation and submission of an unaudited financial statement for the current fiscal year, pursuant to County guidelines. The motion was approved by a vote of 6-0. The notification letters will be prepared and mailed sometime after the public budget hearing in June.

Major Repairs to Gunn Hwy. Wall – The topic was tabled for a future Board meeting.

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

New Business

SWFWMD Cost-Sharing Grant for Florida-Friendly Landscaping – Wendy reported that she reviewed the e-mail regarding the grant but did not find information about what constituted Florida-friendly landscaping. Shirley commented that her understanding of Florida-friendly plants were those that were indigenous to Florida and required less water than other plants. Trustees agreed that the current plants at the entrances would probably not meet the criteria. However, it may be worth the cost of replacing the plants if a grant could be received for purchasing a new irrigation system. Shirley volunteered to research what constitutes Florida-friendly plants and to report her findings at a future Board meeting.

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. Wendy adjourned the meeting at 7:52 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____