

Minutes of the September 14, 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), Anne Blevins (Trustee)

Trustees Absent: Angela Lucero (Trustee)

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

Secretary's Report – The minutes of the August 2021 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 6-0.

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

Revenue from previous month: \$0

Expenses:

Utilities (43.00) - \$88

Landscape maintenance (46.00) - \$800

Backflow prevention device testing (46.00) - \$70

Postcards – unaudited financial statement (41.00) - \$148

Gunn Hwy. wall repair – T-3 Construction (46.00) - \$19,270

Bank checks (51.00) – \$40

Cash in bank: \$24,884

Available to spend: \$20,384

Barbara added that the \$40 (51.00) for bank checks paid in August had not been included in the Treasurer's report on the agenda. Also, the payment to T-3 Construction included repair of the foundation of one of the pilasters.

Old Business

Unaudited Financial Statement (Notifications to Property Owners) – Wendy reported that the postcards to property owners notifying them of the Board's approval of an unaudited financial statement for this fiscal year have been delivered by mail. Penny reported that she emailed a copy of the postcard and the minutes of the Board meeting in which the decision was made to Mary Mahoney, County Management & Budget, as required.

Damage to Gunn Hwy. Wall from Traffic Accident

- T-3 Construction completed repairs to the wall and submitted an invoice to Barbara in the amount of \$19,270, as proposed and as previously approved by the Board.
- Wendy and Allen inspected the work and found that some minor touchup and cleanup was needed. Wendy emailed T-3 Construction about this, and a response was promptly received that the additional work will be completed in the near future.
- Penny reported that she requested a proposal from Steve Norton (who had painted the entire Gunn Hwy. wall in 2020) for painting the area of the wall that had been repaired. His proposal was \$525.00. Penny made a motion, seconded by Barbara, that the \$525.00 proposal (46.00) from Steve Norton Painting be approved. The motion was approved by a vote of 6-0. Penny will notify Mr. Norton and inquire about a projected start date, taking T-3 Construction's follow-up work and time needed for stucco curing into consideration.

- Wendy contacted GEICO for an update on the insurance claim. Because the driver at fault in the accident had only \$10,000 in liability insurance and the other driver's vehicle was severely damaged, at this time, the District's pro-rata amount from GEICO is estimated to be just under \$3,700. Since GEICO's online claim system does not allow for an "organization" to be listed as the owner, the check may be made out to Wendy. Wendy asked Barbara if she could then sign over the check to Beacon Meadows. Barbara will contact the District's accountant for assistance on how this revenue should be reflected in the financial statement.

New Business

Letter of Engagement with King & Walker – Barbara reported that the amount for the unaudited financial statement for this fiscal year prepared by the District's accountant will again be \$750.00. Penny made a motion, seconded by Wendy, that \$750.00 be allocated for King & Walker to prepare the unaudited financial statement. The motion was approved by a vote of 6-0. Barbara will sign the letter of engagement and compile the necessary information for this process after the close of the fiscal year.

Beginning of New Fiscal Year (October 2021) – Penny reminded Trustees that it is important there be a quorum of Trustees at the October Board meeting, since it is the first meeting of the new fiscal year. Also, the District has been approved to use the current meeting location for another year free of charge. After some discussion, Penny made a motion, seconded by Shirley, that meetings in the new fiscal year be held the second Tuesday of every month starting at 7:00 p.m. at the Northdale Recreation Center, 15550 Spring Pine Dr., Tampa. The motion was approved by a vote of 6-0. Barbara will prepare the new fiscal year meeting schedule advertisement for the Tampa Times Bulletin Board, as required, using the same language as last fiscal year.

Holiday Decorations – Anne commented that she would like to start looking for sales on holiday lights and supplies for refurbishing the wreaths for the Beacon Meadows entrances. After some discussion, it was agreed that the wreaths should have bright white LED lights and the bushes should have colored twinkle lights. Barbara made a motion, seconded by Wendy, that \$150.00 be allocated for holiday lights and supplies for refurbishing the wreaths. The motion was approved by a vote of 6-0.

There being no further business, Barbara made a motion, seconded by Penny, that the meeting be adjourned, which was approved by a vote of 6-0. Wendy adjourned the meeting at 7:33 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____