

Minutes of the October 11, 2018 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), Anne Blevins (Trustee)
Trustees Absent: Angela Lucero (Trustee)
Public Present: Dena Galyardt

The meeting was called to order by Wendy at 7:00 p.m.

New Fiscal Year Business

Election of Officers – Since current officers agreed to serve during the new fiscal year, Penny made a motion, seconded by Anne, that the following slate of officers be approved:

Wendy McCrorey, President
Shirley Williams, Vice President
Barbara Appel, Treasurer
Penny Phillips, Secretary

The motion was approved by a vote of 6-0.

Appointment of Registered Agent – Since Barbara agreed to continue as registered agent, Penny made a motion, seconded by Wendy, that Barbara be reappointed as registered agent. The motion was approved by a vote of 6-0.

Approve/Advertise Monthly Board Meeting Schedule/Copy County – Barbara made a motion, seconded by Anne, that the monthly Board meetings be held on the second Thursday of each month in the reading room of the Carrollwood Cultural Center starting at 7:00 p.m. The motion was approved by a vote of 6-0. Barbara will advertise the meeting schedule in the Bulletin Board of the Tampa Times on October 17 for a cost of \$66. A copy of the ad will need to accompany the minutes submitted to the County.

Submit Updated Special Information Form to County with Minutes – Penny will update and distribute the form, as required, and copy all Trustees.

Submit Public Official Bond to County – Barbara mailed a check to RLI on October 1 and is awaiting acknowledgement of receipt.

Submit Financial Audit to County and State – Barbara submitted all documents to the District's auditor on October 6 and is awaiting acknowledgement of receipt.

Submit Public Depositor Annual Report to State Chief Financial Officer – Barbara submitted this report on October 3 and is awaiting acknowledgement of receipt.

Submit District Information and Fee to Dept. of Economic Opportunity – Barbara mailed a check to the DEO on October 6 in the amount of \$175.

Secretary's Report – The minutes of the September 2018 meeting were read by Trustees in advance. Barbara made a motion, seconded by Anne, that the minutes be approved. The motion was approved by a vote of 6-0.

Treasurer's Report (September 2018)

Revenues: \$0

Expenses: \$973

Landscape maintenance - \$775

Utilities - \$98

Donation (Carrollwood Cultural Center) - \$100

Cash in bank: \$14,839

Available to spend: \$10,349

Old Business

Referendum to Increase District Assessment – Penny reported that she obtained the official election results from the Supervisor of Elections Office and submitted them to the Tax Collector’s Office. She then requested clarification from Anthony Wilkins in the Tax Collector’s Office regarding additional implementation requirements. She referred to Calendar III – Existing Districts (With Changes) in the Special District Program Non-Ad Valorem (NAV) Booklet, and Mr. Wilkins provided answers to her questions. However, on October 3, an e-mail was received from Mary Mahoney, County Management & Budget, outlining an additional complex and costly step for implementation that includes conducting a public hearing before January 1, 2019 which is to be advertised (as a legal ad) once weekly for four consecutive weeks in a newspaper of general circulation preceding the public hearing. At the public hearing, the Board is to take public testimony and approve a resolution. However, upon reviewing the resolution, Trustees agreed that this implementation step did not appear to apply to the District. Penny agreed to follow up with questions about this step but recommended that a date be set for a public hearing in the event one was necessary. It was agreed that the public hearing could be held following the December Board meeting. Therefore, Anne made a motion, seconded by Penny, that the public hearing, if required, be conducted at 7:30 p.m. on December 13, 2018. The motion was approved by a vote of 6-0. Barbara will submit an ad regarding the public hearing to the Tampa Times if Penny receives confirmation that it is required.

Records Management Compliance – Penny reported that she was unable to make any progress inventorying District records in her possession.

Irrigation Systems and Dead Plants at Entrances – Wendy reported that Jay Kafcas of Jay’s Property Maintenance would submit a cost estimate for resolving both issues within the coming week.

Increase in Cost of Landscape Maintenance – Wendy reported that Mr. Kafcas would submit a contract within the coming week.

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

List of Accomplishments for District – Penny reported that she identified three major accomplishments in fiscal year 2017-18: major repairs to Gunn Hwy. wall; pressure cleaning of Gunn Hwy., Casey Rd., and Jackson Rd. walls; and passage of referendum to increase District assessment. She will post a short article on Nextdoor and the District website emphasizing homeowners’ tax dollars at work.

Repainting of Entrance Signs – This topic was tabled for a future Board meeting.

New Business

ADA Compliance for Website – Barbara reported that she received a postcard indicating that special districts, as governmental entities, are required to have ADA compliant websites. Therefore, she did an Internet search to find information regarding how the District website must be modified to be ADA compliant. In particular, blind/sight-impaired individuals must be able to use a Braille reader and information on the screen must be accessible without a mouse. She made as many revisions to the website as she could but will continue to do additional searches. Anne volunteered to contact a representative where she works to ask what resources have been used by her employer to make the website ADA compliant.

There being no further business, Barbara made a motion, seconded by Anne, that the meeting be adjourned, which was approved by a vote of 6-0. Wendy adjourned the meeting at 8:03 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____