

Minutes of the January 10, 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 7:02 p.m.

Secretary's Report – The minutes of the December 2018 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 6-0.

Treasurer's Report (December 2018) (rounded to nearest dollar)

Revenues: \$17,501

Expenses:

 Utilities - \$106

 Landscape maintenance - \$800

Cash in bank: \$32,750

Available to spend: \$20,250

Barbara commented that, at this point, the available to spend category is short approximately \$3,000, unless all property taxes are paid.

Old Business

New Fiscal Year Business – Barbara reported that financial information posted to the State's Financial Reporting System by the accountant has been signed off by both her and Wendy. Therefore, all new fiscal year business is now complete.

Referendum to Increase District Assessment – Penny reported that she reviewed the instructions again and confirmed that the additional steps for the Board in 2019 will be notifying (via U.S. mail) all homeowners in the District of the public hearing to adopt the assessment roll with the increased assessment and advertising the public hearing with a detailed legal advertisement prescribed by Florida Statutes. Barbara asked why the special legal advertisement, which would be very expensive to run, is required. Penny referred to the County Tax Collector's instructions, which are based on Florida Statutes, but agreed to submit the question to Mary Mahoney, County Management & Budget.

Records Management Compliance – Penny reported that she entered information in the District Records Inventory (Word table) regarding all of the records she has been maintaining as Board Secretary. Because of personal business she must attend to in January and February, she predicted that she would not be able to work with Shirley on inventorying the records in the box received from past President Carol Coon until late February or March.

Increase in Cost of Landscape Maintenance – Jay Kafcas of Jay's Property Maintenance attended the meeting. Wendy asked if he had reviewed the revisions she had made to the Beacon Meadows property maintenance contract. Mr. Kafcas replied that he did, so he and Wendy signed the contract at the meeting. Also, he reported that the crepe myrtle at the entrances would be trimmed in February and weed killer would be sprayed along the Jackson Rd. wall in March.

Irrigation Systems and Dead Plants at Entrances – Mr. Kafcas addressed all of the items in his proposal, which includes installation of a new irrigation system; removal, trimming, and replanting of existing and new plants; spreading of topsoil, fertilizer, and mulch; repositioning of concrete edging; and waste removal. It was agreed by Trustees that some items would need to be eliminated or modified, since the total cost of \$4,215 was

more than the budget could withstand. It was also agreed that heavy pine bark was preferred over red mulch, so Mr. Kafcas will revise the proposal to reflect the cost of that mulch. He recommended that trimming and replanting be accomplished in March. He was informed that the signs will hopefully be repainted and reinstalled before March. Wendy agreed to request an additional estimate from Omni Irrigation for installation of a new irrigation system. The topic was tabled for a future Board meeting.

Repainting of Entrance Signs – Wendy reported that a proposal was submitted by Allied Signage, the company that constructed the signs in 2011 for \$10,165. The proposal for removing, repainting, and reinstalling the four entrance signs is \$5,136, of which \$336 is sales tax. Barbara agreed to look for the sales tax exemption certificate so sales tax would not have to be paid. Penny reported that Byron Turner Auto Body Services would not be submitting a proposal, since removing and reinstalling the signs would be outside of the scope of work normally performed. Wendy agreed to request an additional proposal from another sign company. Discussion ensued regarding the timing of repainting the signs, installation of a new irrigation system, and replanting. It was agreed by Trustees that the sign project needed to be completed first. Therefore, Penny made a motion, seconded by Barbara, that Wendy be given the authority to approve Allied Signage to repaint the signs in the event the second estimate is higher than Allied Signage’s proposal (\$4,800 - - \$5,136 minus \$336 - - if the District’s sale tax exemption certificate is still valid). The motion was approved by a vote of 6-0.

Major Repairs to Gunn Hwy. Wall – Barbara reported that Perry Mallory of T-3 Construction confirmed the County permit required for wall repairs has expired, but he would be researching ways to keep costs down. The topic was tabled for a future Board meeting.

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

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

New Business

There was no new business for discussion.

There being no further business, Penny made a motion, seconded by Wendy, that the meeting be adjourned, which was approved by a vote of 6-0. Wendy adjourned the meeting at 8:32 p.m.

Penny Phillips, Secretary _____

Wendy McCrorey, President _____