

Brandon Hills Special Dependent District

Regular Meeting FY 19-20

Minutes for the September 3, 2020 Meeting.

The regular meeting of the Brandon Hills Special Dependent District was held at the Brandon Hills Community Pool in Brandon, Florida on September 3, 2020, since the Brandon Community Center was unavailable due to closures caused by the COVID-19 Stay-at-Home order. The meetings will continue to be held at the pool at 7 PM until such time as the Community Center reopens for evening meetings.

President Janice Doyle called the meeting to order at 7:02 PM. In order to keep the meeting as brief as possible and to avoid handing out copies, the treasurer's reports had been emailed to the board prior to the meeting.

<b>Present:</b> Janice Doyle, President	Brad Sampson, Vice President
Bobbi Almirola, Treasurer	Phil Rumore, Trustee
Ralph Almirola, Trustee	Thomas Lee, Trustee

**Guests present:**

**Secretary's Report**

The minutes of the August 6, 2020 board meeting were read by Janice. No corrections were made. Ralph moved the minutes be approved, and Thomas seconded the motion. The minutes were unanimously approved.

**Treasurer's Report**

The treasurer's report for August was presented by Bobbie. The beginning balance of \$14,079.63. Income was \$0. Expenses were \$1,499.39, leaving a balance of \$12,580.24. Ending balance for the Wells Fargo CD was \$25,589.28. Janice moved approval of the Treasurer's report. Phil seconded. The motion passed unanimously.

**Old Business**

Brad's replacement of the two o'rings and a valve in the pool utility room solved the problem of the increased water usage.

The "No smoking" and "No glass or pets past this point" signs were obtained and will be erected at the gate entrance. The "No smoking" sign did not include "within six feet of the pool" as voted upon therefore will be re-issued for clarification.

Ralph moved to approve the sign correction, and Brad seconded the motion. The motion passed unanimously.

**New Business**

Janice affirmed renewal by Bobbi, Ralph, Phil, and Jan to serve new terms as trustees on the board of the Brandon Hills Special Dependent District. (Claire's resignation and Jan's acceptance as replacement trustee was completed in the July meeting.) Janice moved to elect the following slate of officers:

President: Janice Doyle

Vice President: Brad Sampson

Secretary: Jan Milner

Treasurer: Bobbi Almirola

Thomas seconded. The motion passed unanimously.

Janice presented that the Board must notify the residents of Brandon Hills via mail that we must hold two public hearings in the future to adopt a resolution accepting the new maximum assessment. Janice moved the motion to mail the letters, Thomas seconded. The motion passed unanimously. The Hillsborough County Taxing Office designates the future scheduling for this process.

Janice stated that the Board has to run an ad notifying the residents of the meeting schedule for the 2020-2021 fiscal year. Thomas motions to keep the meetings at the Community Center on the first Thursday of every month. Phil seconded. The motion passed unanimously.

Janice presented a bill for paper, envelopes, and postage for required mailings to Brandon Hills of \$85.18. Brad moved to approve the bill, Phil seconded. The motion passed unanimously and will be advertised in the Tampa Times as required.

Brad presented a bill for pool supplies for \$262.75. Janice moved to approve the bill, Thomas seconded. The motion passed unanimously.

Janice presented an increase of \$105 by the Tampa Bay Times of the required advertising fee for the recent election notice over their original proposal. Brad moved to approve the Board pay the increase, Phil seconded. The motion passed unanimously.

With no further business, the president adjourned the meeting at 7:32 PM.

Respectfully submitted,

Thomas Lee

Sub-in Secretary, Brandon Hills Special Dependent District.

*Janice E Doyle*