



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE MEETING AND BOARD OF DIRECTORS MEETING

DATE: Wednesday, February 28, 2024
TIME: ARC Meeting 6:30 PM followed by Board Meeting 7:00 P.M.
PLACE: Carrollwood Cultural Center, 4537 Lowell Road, Tampa, FL 33618

MINUTES

I. CALL TO ORDER:

Jack Crutchfield, President, called The Carrollwood Village Phase III Board of Directors Meeting and Architectural Review Committee Meeting to order at 7:00 PM on February 28, 2024, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Gary Lopez
Anne Whitaker
Andrew Titen

Directors Absent:

Jessica Magrill – Excused
Frank Mазzie – Excused

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Charlie Campbell
Ron & Kaye Fowler
Linda Fobes

It was noted that the meeting was properly noticed as required by Florida statutes.

III. APPROVAL OF MINUTES – January 31, 2024 Meeting Minutes

Andrew Titen made a motion to approve the January 31, 2024, Meeting Minutes as presented. Chris Wojcik seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

None

V. RATIFICATION of ARC REQUESTS:

Gary Lopez made a motion to ratify the approval of the ARC applications presented. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Tennis Court & Fencing, Basketball Courts

Tennis Court & Fencing

- Chris Wojcik made a motion to approve the Nidy Sports Construction Company tennis court reconstruction proposal for \$138,650. Andrew Titen seconded the motion. **All in favor, motion passed.**
- The contract has a 2-year warranty on the civil engineering. There is a 2–3-month lead time, and the court will be down for about 3 months during the work.

Half Basketball Court on Sussex

- Andrew Titen made a motion to approve the Nidy Sports Construction Company Sussex half basketball court reconstruction proposal for \$18,000. Anne Whitaker seconded the motion. **All in favor, except for Chris Wojcik, motion passed.**

Basketball Court on Burrington

- Andrew Titen made a motion to approve the Nidy Sports Construction Company Burrington basketball court resurfacing proposal for \$7,000. Suzanne Fernandez seconded the motion. **All in favor, except for Chris Wojcik, motion passed.**
- Suzanne Fernandez made a motion to keep the same color scheme, U.S Open Blue, for the Tennis Court & Basketball Court projects. Gary Lopez seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

A. Fieldstone Bids

- Suzanne Fernandez made a motion to approve Proposal #18063 for mainline repair on Sussex for \$691. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve Proposal #18096 for irrigation repair on Sussex for \$579. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve Proposal #18114 for replacement of 3 stuck valves for \$2,878. Andrew Titen seconded the motion. **All in favor, motion passed.**

B. Ratification of Accurate LED Pond Controller Estimate

- Suzanne Fernandez made a motion to ratify the approval of Proposal #1744 for LED pond controller replacement for \$991. Gary Lopez seconded the motion. **All in favor, motion passed.**

C. Ratification of Insurance Renewal

- Suzanne Fernandez made a motion to ratify the approval of the Coastal Insurance Underwriters insurance renewal for \$59,062. Andrew Titen seconded the motion. **All in favor, motion passed.**

- D. Carrollwood Cultural Center Rental Agreement Contract
 - Gary Lopez made a motion to renew the Carrollwood Cultural Center rental agreement contract, not to exceed \$1,400. Andrew Titen seconded the motion. **All in favor, motion passed.**
 - Phase III to get their own contract separate from the other Carrollwood Village Phases.

- E. Landscape Maintenance Contract
 - Fieldstone gave 30-day notice that they no longer want to service the Phase III landscaping account. They have agreed to continue service until May 1, 2024, to allow for the landscape committee time to select a new landscape company.
 - The Landscape Committee is working with potential landscape companies, interviewing them, and doing site visits.
 - Written proposals will be received by the committee in about 2 weeks – The Board plans to have a special meeting upon receipt of the proposals.

**VIII. REPORTS FROM COMMITTEES AND MANAGEMENT:
PHASE III SPECIFIC:**

- A. Financials
 - Suzanne Fernandez presented the financial report.
- B. Grounds/Landscape/Parks/Ponds
 - Suzanne Fernandez gave the report.
 - April 27, 2024: Carrollwood Village Cleanup
- C. Communications
 - Suzanne Fernandez gave the report.
 - Photos on the community website are being updated.
 - Any newsletter contributions from the Board need to be submitted to the committee.
- D. Carrollwood Village Park
 - March 2nd, 2024: Master Gardener Event at Nature Center – 10AM-11AM.
 - March 3rd, 2024: Taste of Carolwood – 11AM-4PM.
- E. Welcome
 - Chris Wojcik gave the report.
 - There were 4 new sales in January – 3 of which were owner occupied.
- F. Nominating
 - Chris Wojcik gave the report.
 - 3 Board positions up for reelection.
- G. Giving
 - No reports.
- H. Zoning
 - Jack Crutchfield reports on the discussions of low-income housing being built on Ehrlich.
- I. Management Report
 - Dawn Archambault gave the report.
 - Belmere paid their dues in full, they just owe the interest.
 - Wellington mailboxes have been painted.
- J. Fining
 - None

IX. **NEXT MEETING:**

The next board meeting will be held at 7:00 p.m. on Wednesday, March 27, 2024 at the Carrollwood Cultural Center, 4537 Lowell Rd.

X. **ADJOURNMENT:**

There being no further business to come upon the board, Suzanne Fernandez made a motion to adjourn the meeting at 8:32 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 04/04/24.

Andrew Titen
Andrew Titen (Apr 4, 2024 09:30 EDT)
Signed Name

Andrew Titen
Printed Name







Agenda/July 25, 1995

Final Audit Report

2024-04-04

Created:	2024-03-28
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