



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

DATE: Wednesday, April 24, 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 April 24, 2024, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Jessica Magrill
Gary Lopez
Frank Mazzie
Anne Whitaker
Andrew Titen

Directors Absent:

None

Guests Present:

Barbara Jordan
James Moritz
Pat Higgins
Jane Case

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

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

III. APPROVAL OF MINUTES – March 27, 2024, Meeting Minutes

Suzanne Fernandez made a motion to approve the March 27, 2024, Meeting Minutes as presented. Anne Whitaker seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

James Moritz: Owner reports some issues on behalf of another owner. These issues consist of the West Village path being too dark and the North end of the Turner Trace Pond needing to be dredged out.

V. RATIFICATION of ARC REQUESTS:

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

VI. UNFINISHED BUSINESS:

A. Annual Meeting Update

- 529 ballots have been received at the Greenacre Properties office, meaning a quorum of the membership has been reached.

B. Community Clean Up Event

- Clean Up Event: April 27, 2024, from 9:00AM to 1:00PM.
- The event will take place at the annex off Casey Rd. Hillsborough County is bringing 3 roll away dumpsters. Salvation Army and Goodwill will also be at the event. Residents will need to bring their driver's license to confirm they are a resident of Carrollwood Village before dumping.
- Prohibited items include paint, electronics, and poisons.

VII. NEW BUSINESS

A. Fieldstone Bids

- Anne Whitaker made a motion to approve Fieldstone Proposal #756018 for Live Oak canopy on Turner Trace path for \$350. Marlene Harper seconded the motion. **All in favor, motion passed.**
- Andrew Titen made a motion to approve Fieldstone Proposal #18451 for delivery and installation of trees from the Hillsborough County Tree Grant for \$1,780. Gary Lopez seconded the motion. **All in favor, motion passed.**
- Andrew Titen made a motion to approve Fieldstone Proposal #18452 for monument enhancement on Burrington & Ehrlich for up to \$3,600. Marlene Harper seconded the motion. **All in favor, motion passed.**
- Andrew Titen made a motion to approve Fieldstone Proposal #18453 for the relocation of 5 boulders to the Wellington monument for \$1,325. Anne Whitaker seconded the motion. **All in favor, motion passed.**
- Proposal #18454: Removal of growth outside West Village & Trouville: \$1,225. Tabled.

- Anne Whitaker made a motion to approve Fieldstone Proposal #18550 for the removal of an existing tree stump across from Chardonnay for up to \$676. Gary Lopez seconded the motion. **All in favor, motion passed.**
 - Gary Lopez made a motion to ratify the approval of Fieldstone Proposal #18574 for a main line irrigation repair for \$1,043. Andrew Titen seconded the motion. **All in favor, motion passed.**
- B. Bay Site Works Bids
- Andrew Titen made a motion to approve Bay Site Works proposal for the removal of 2 dead pine trees near Sussex & West Village for \$2,200. Marlene Harper seconded the motion. **All in favor, motion passed.**
 - Chris Wojcik made a motion to approve Bay Site Works proposal for the removal of a hazardous oak tree outside Chardonnay for \$1,500. Andrew Titen seconded the motion. **All in favor, motion passed.**
- C. Fining Recommendations
- None

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

- A. Financials
- Suzanne Fernandez gave the report.
 - The aging report should be included in the Board packet monthly.
- B. Grounds/Landscape/Parks/Ponds
- Suzanne Fernandez gave the report.
 - The ponds are low due to lack of rain. Cross Creek Environmental treats the ponds twice a month and ponds will look low until the rain begins again.
 - Andrew Titen made a motion to approve Nidy Sports Construction Change Order #1 for removal and replacement of basketball goals on the Sussex court for \$6,180. Jessica Magrill seconded the motion. **All in favor, motion passed.**
 - Frank Mazzie made a motion to approve Fieldstone Proposal #18562 for landscape removal that prepares the surrounding tennis court areas for reconstruction for \$14,135. Andrew Titen seconded the motion. **All in favor, motion passed.**
 - Proposal #18563: Landscape Restoration Post Tennis Court Reconstruction: Tabled.
 - Proposal #18564: Landscape Restoration Post Sussex and Burrington Court Reconstruction: Tabled.
- C. Communications
- Chris Wojcik gave the report.
 - Articles for the newsletter are due May 25th.
 - The committee is working on refreshing the website. This will be completed by the annual meeting date.
- D. Carrollwood Village Park

- Jack Crutchfield gave the report.
- There are a few events coming up at the park, including the annual Father's Day event.
- E. Welcome
 - Chris Wojcik gave the report.
 - There were 6 sales in March, 4 of which were owner occupied.
- F. Nominating
 - Chris Wojcik gave the report.
 - There are 3 candidates running for the Board of Directors. A quorum for the annual meeting has been reached.
- G. Giving
 - Andrew Titen gave the report.
 - The committee is still working with a resident on an oak tree donation, which will go near the tennis courts. The committee hopes to have the tree planted in the next 2 weeks.
- H. Zoning
 - No reports.
- I. Management Report
 - Dawn Archambault gave the report.
 - The ARC process will go onto Vantaca, but any residents having issues with the site can get help by contacting Greenacre Properties.
 - Andrew Titen suggests that the association CPA attend the next Board meeting. Dawn Archambault will invite them and send the financial audit to the Board.
- J. Fining
 - No reports.

IX. NEXT MEETING:

The next meeting will be the Annual Meeting to be held at 7:00 p.m. on Thursday, May 2, 2024, at the Carrollwood Cultural Center, 4537 Lowell Rd.

The next Board of Directors Meeting will be at 7:00 p.m. on Wednesday, June 26, 2024, at the Carrollwood Cultural Center, 4537 Lowell Rd.

X. ADJOURNMENT:

There being no further business to come upon the board, Andrew Titen made a motion that was seconded by Gary Lopez to adjourn the meeting at 8:07 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 27/06/2024.

Andrew Titen
Andrew Titen (Jun 27, 2024 09:30 EDT)
Signed Name

Andrew Titen
Printed Name






2 04.24.24 Phase III MinutesRev1

Final Audit Report

2024-06-27

Created:	2024-06-27
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