



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

DATE: Tuesday, May 23, 2023
TIME: Immediately Following Annual Meeting
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 7:36 PM on May 23, 2023, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Andrew Titen
Jessica Magrill
Gary Lopez

Directors Absent:

Frank Mazzie
Anne Whitaker
Mike Jenkins

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Judy Zaritt – Bellemont	Seena Salyani – Captains Reef
Susan Sandberg – Stonegate	Richard & Linda Fobes – Cypress Trace
Mary Shattles – Middleton	Lucas Nicholson – Fennsbury
Charlie Campbell – Hollingfare	Judith Hancock – Cypress Trace
Gary Lopez – Barrowe	Aura Paez – Cypress Trace
Jane Case – Cypress Trace	Mark Barkhurst – Chestersall

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

III. APPROVAL OF MINUTES – April 26, 2023 Meeting Minutes

Andrew Titen made a motion to approve the April 26, 2023, Meeting Minutes, with revisions to the spelling of “Denise” under the Guests Present section. Chris Wojcik seconded the motion. All in favor, motion passed.

IV. PRESENTATIONS:

- A. Comments from Homeowners [three (3) minute time limit
- None.

V. UNFINISHED BUSINESS:

A. Review of Architectural Applications

1. 5045 CYPRESS TRACE – PAINT – APPROVED
2. 13614 WATERFALL WAY – FENCE – APPROVED
3. 13910 VILLAGE TERRACE DRIVE – TREE REMOVAL – APPROVED
4. 5041 CYPRESS TRACE DR – GRILL GAZEBO – APPROVED
5. 13719 CHESTERSALL DR – FENCE UPDATES – APPROVED
6. 5021 CHATTAM LANE – MAILBOX – APPROVED
7. 14203 SHIPPEN WAY – FENCE – APPROVED

8. 14187 FENNSBURY DR – ENTRY UPDATES – PENDING
9. 14010 CHETTLE WAY – PAINT – DENIED; ASKED TO RESUBMIT

Andrew Titen made a motion to ratify the approval of the architectural applications. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VI. NEW BUSINESS

A. Approval of up to \$10,000 per Irrigation Repair

- Suzanne Fernandez presented the request.
- A report has been prepared for the grounds committee that includes all information on the deficiencies with the irrigation system.
- Andrew Titen made a motion to give blanket permission to the Grounds Committee to approve any proposal for irrigation work up to \$10,000. Gary Lopez seconded the motion. **All in favor, motion passed.**

B. Fieldstone Top Choice Bid for Burrington Park

- Suzanne Fernandez presented the bid for fire ant extermination.
- Fieldstone: \$570.
- Andrew Titen made a motion to accept the bid from Fieldstone for fire ant removal. Chris Wojcik seconded the motion. **All in favor, motion passed.**

C. Fieldstone Mainline Leak Repair Bids

- Suzanne Fernandez presented the bids for mainline leak repairs.
Main Line breaks along West Village Dr by Chardonnay
- Fieldstone: \$1,325. Invoice #19723
- Fieldstone: \$1,322. Invoice #19797
- Andrew Titen made a motion to retroactively approve the repairs and the costs associated. Chris Wojcik seconded the motion. **All in favor, motion passed.**
Main Line break at Sussex and Attley
- Fieldstone: \$1,275. Invoice #19836
- Andrew Titen made a motion to retroactively approve the repairs and costs associated. Jessica Magrill seconded the motion. **All in favor, motion passed.**

Sprinkler system rework in front of Cypress Trace

- Fieldstone: \$1,370. Proposal #15636.
- Andrew Titen made a motion to accept Proposal #15636 from Fieldstone. Marlene Harper seconded the motion. **All in favor, motion passed.**

D. Cross Creek Herbicide Treatment Bid

- Suzanne Fernandez presented the bids for herbicide treatments.
- Ponds 1,2,3, and 7 will be herbicidally treated to target high growth vegetation.
- Cross Creek: \$4,931.80
- Andrew Titen made a motion to accept the proposal from Cross Creek, with revisions to the proposal so that it lists Pond 2 and includes details on the herbicide products used. Chris Wojcik seconded the motion. **All in favor, motion passed.**

E. Accurate LED Revised Lighting Bid for Walbrooke and Sussex

- Suzanne Fernandez presented the bid for lighting.
- Accurate LED Bid revised to \$11,330. Proposal #1506.
- Andrew Titen made a motion to approve the revised Proposal #1506 from Accurate LED. Jessica Magrill seconded the motion. **All in favor, motion passed.**

F. Playground Equipment Pressure Washing

- Suzanne Fernandez presented the bids.
- Rainmaker: \$465
- Andrew Titen made a motion to approve the proposal from Rainmaker. Chris Wojcik seconded the motion. **All in favor, motion passed.**

VII. REPORTS FROM COMMITTEES:

PHASE III SPECIFIC:

A. Financials

- Andrew Titen gave the report.
- \$384,000 excess cash at April 30th.
- Andrew proposed the Board put 52% of this excess, or \$200,00 in one-year CDs. Since they are currently paying 5% in interest, the Board only earns 1.3% interest at the bank. This would generate an additional \$7,380 in interest in one year.
- Andrew Titen made a motion to invest \$200,000 in one-year CDs to generate an additional \$7,380. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VIII. NEXT MEETING:

The next regular board meeting will be held at 7:00 p.m. on Wednesday, June 28, 2023 at the Carrollwood Cultural Center, 4537 Lowell Rd.

IX. ADJOURNMENT:

There being no further business to come upon the board, Andrew Titen made a motion that was seconded by Jack Crutchfield to adjourn the meeting at 8:01 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on Jun 28, 2023.

Andrew B Titen

Andrew B Titen (Jun 28, 2023 20:56 EDT)

Signed

Andrew B Titen

Printed


05.23.23 FINAL Phase 3 Minutes_ with Titen's 6-21-2023 changes

Final Audit Report

2023-06-29

Created:	2023-06-28
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJpjUjQCxVZjCr3YgrotWEFx13fcq_0-D

"05.23.23 FINAL Phase 3 Minutes_ with Titen's 6-21-2023 changes" History

 Document created by Dawn Archambault (darchambault@greenacre.com)

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 Email viewed by atiten@tampabay.rr.com

2023-06-29 - 0:51:07 AM GMT

 Signer atiten@tampabay.rr.com entered name at signing as Andrew B Titen

2023-06-29 - 0:56:52 AM GMT

 Document e-signed by Andrew B Titen (atiten@tampabay.rr.com)

Signature Date: 2023-06-29 - 0:56:54 AM GMT - Time Source: server

 Agreement completed.

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