



# Carrollwood Village Phase III Homeowners Association, Inc.

## ANNUAL MEMBERSHIP MEETING

**DATE:** May 23, 2023  
**TIME:** 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 Annual Membership meeting to order at 7:00 p.m. on May 23, 2023, at the Carrollwood Cultural Center.

#### **II. NOTICE OF MEETING**

The affidavit is signed and notarized and certifies all homeowners who were on the membership list received a membership packet per Florida Statute.

#### **III. ROLL CALL/CERTIFICATION OF BALLOTS/PROXIES**

##### Directors Present:

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

##### Directors Absent:

Frank Mazzie  
Anne Whitaker  
Mike Jenkins

##### Guests Present:

Dawn Archambault, CAM  
Rachel Wilton, Transcriptionist

##### Guests Present:

Judy Zaritt – Buckingham	Seena Salyani – Diamond Head II
Susan Sandberg – Stonegate	Richard & Linda Fobes – Cypress Trace
Mary Shattles – Brynn Mawr	Lucas Nicholson – Somerset Village
Charlie Campbell – Buckingham	Judith Hancock – Cypress Trace
Gary Lopez – Buckingham	Aura Paez – Cypress Trace
Jane Case – Cypress Trace	Mark Barkhurst – Windemere

Ballots were tabulated on-site at Greenacre Properties, Inc and a quorum was attained for the annual meeting.

#### **IV. READING/APPROVAL OF THE 2022 MINUTES**

Suzanne Fernandez made a motion to approve the 2022 Annual Meeting minutes. The motion was seconded by Andrew Titen. **All in favor, motion passed.**

## **V. PRESENTATIONS**

- None.

## **VI. ELECTION OF DIRECTORS**

Dawn Archambault gave the report for the three (3) available positions and presented the four (4) nominees for the election: Jayne Case, Suzanne Fernandez, Gary Lopez, and Chris Wojcik.

Suzanne Fernandez, Gary Lopez, and Chris Wojcik received the highest number of votes. The vote totals were 378 for Suzanne Fernandez, 325 for Gary Lopez, 366 for Chris Wojcik and 153 for Jayne Case.

## **VII. REPORTS FROM OFFICERS AND COMMITTEES**

### **A. President's Remarks**

- Jack Crutchfield gave the report.
- Community standards document has been posted.
- Community standards fining policy has been created.
- Exterior Paint color palette will be updated. Committee has been assembled.
- Board approved reserves has been set up.

### **B. Financials**

- Suzanne Fernandez gave the report.
- 2022 spending was kept in budget.
- 2022 audit financial report has been presented to the Board by the CPA.
- 2022 Collections are less than \$7,000 and are with the attorney.
- \$200,000 of the reserve funds are in two CDs that mature at the end of October 2023.
- 2023 unpaid assessments are \$21,011 and are with the attorney. Liens will be filed in the next 30 days.

### **C. Architectural Review**

- Jack Crutchfield gave the report.

### **D. Giving Committee**

- Andrew Titen gave the report.
- The committee is open to review new requests. Any new requests can be sent to Dawn Archambault.

### **E. Grounds Committee**

- Suzanne Fernandez gave the report.
- Fieldstone contract was renewed with increased service levels.
- Fieldstone purchased a mower capable of mowing in wet areas and have been using it to cut the easements and lake banks.
- Irrigation plan in place to get the system fully functional. Colored flags indicate where and what the issue is with the irrigation.
- Cross Creek pond maintenance contract was renewed
- Ponds 1, 2, 3, and 7 are being treated for difficult to control vegetation.
- Playground equipment has been inspected and serviced.
- Basketball & Tennis Courts are being evaluated for refurbishment. Committee has been assembled and will be requesting proposals.

### **F. Communications**

- Suzanne Fernandez gave the report.
- Phase III has its own landing page on the carrollwoodvillage.com website.
- The website is ADA compliant, and a great resource for community information.
- Paint color palette, approved roof shingles, and fence material & design also on the website.

**G. Welcome Wagon**

- Chris Wojcik gave the report.
- The committee solicits coupons and menus to give to new owners when they move in, along with community information.
- 75 turnovers in Phase III from April 2022 – April 2023.

**H. Zoning**

- Jack Crutchfield gave the report.
- The committee was established so they could be aware of zoning issues happening around the community, so the Board is aware.

**VIII. UNFINISHED BUSINESS - None**

**IX. NEW BUSINESS**

**A. Vote to Rollover Any 2023 Excess Income**

The Rollover of the 2023 Excess Income Rollover passed with a majority of votes.

**B. Question and Answer Session**

Seena Salyani: Owner brings up concerns with car wash near community in development. Also discusses the Board bringing back security/speed enforcement.

**X. ADJOURNMENT**

There being no further business to come upon the board, Jack Crutchfield made a motion that was seconded by Chris Wojcik to adjourn the meeting at 7:32 PM. **All in favor, motion passed.**

Respectfully submitted,  
Rachel Wilton, for the Secretary.

These minutes were approved on Jun 28, 2023.

**Andrew B Titen**

Printed Name

*Andrew B Titen*

Andrew B Titen (Jun 28, 2023 20:59 EDT)

Signed Name


# 05232023 FINAL Annual Meeting Minutes FINAL (with Titen's 6-22-2023 changes)

Final Audit Report

2023-06-29

Created:	2023-06-28
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAO2nJ5UtrxmylyexNfZLiRWax5-cP5KQO

## "05232023 FINAL Annual Meeting Minutes FINAL (with Titen's 6-22-2023 changes)" History

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

2023-06-28 - 11:47:30 PM GMT

 Document emailed to atiten@tampabay.rr.com for signature

2023-06-28 - 11:47:54 PM GMT

 Email viewed by atiten@tampabay.rr.com

2023-06-29 - 0:58:05 AM GMT

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

2023-06-29 - 0:59:31 AM GMT

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

Signature Date: 2023-06-29 - 0:59:33 AM GMT - Time Source: server

 Agreement completed.

2023-06-29 - 0:59:33 AM GMT