



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

DATE: Thursday, August 31, 2023
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 August 31, 2023, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Andrew Titen
Frank Mazzie

Directors Absent:

Jessica Magrill – Excused
Gary Lopez – Excused
Anne Whitaker – Excused

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Tamara Cutts-Stickels & Malcolm Stickels – Somerset Village
Ian Lanning – Diamond Head II
Pat Higgins – Wolcott Village
Charlie Campbell – Somerset Village
Susan Sandberg - Stonegate
Seema Zeya - Windermere

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

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

Suzanne Fernandez made a motion to approve the July 26, 2023, Meeting Minutes as presented. Chris Wojcik seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

Seema Zeya: Owner requests that the Board change the sprinkler schedule on West Village, Burrington, and Sussex to not run in the evenings. The Board explains that the schedule cannot be changed at this time.

Susan Sandberg: Owner notifies the Board of the issues with neighbors having loud parties. Jack Crutchfield will contact the association attorney regarding this issue and see if there are any ways to remedy it.

Tamara Cutts-Stickels: Owner questions why they were denied a painted driveway when another owner in the community has a painted driveway. Dawn Archambault explains that the driveway was already painted at that home, so it was approved for that reason.

V. RATIFICATION of ARC REQUESTS:

- Andrew Titen made a motion to ratify the approval of all ARC applications presented, except for 5003 Rolleston Ct which is pending. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Hillsborough County Tree Grant

- The Board of Directors' matching contribution will increase to \$4,000.

VII. NEW BUSINESS

A. Fieldstone Bids

- Median Relandscaping: \$27,146. Tabled. The Board needs more details on the proposal.
- 4 Pine Trees Removal on HOA land behind the house at 5108 Lanai Way: \$5,000. Andrew Titen made a motion to accept the bid from Fieldstone for tree removal. Chris Wojcik seconded the motion. **All in favor, motion passed.**

B. Bay Site Works Tree Removal Bids

- 1 Pine Tree Removal at Sussex and West Village Dr: \$500. Andrew Titen made a motion to accept the bid from Bay Site Works for tree removal. Chris Wojcik seconded the motion. **All in favor, motion passed.**
- 3 Pine Trees Removal behind wall of Stonegate on North of West Village: \$2,600. Andrew Titen made a motion to accept the bid from Bay Site Works for tree removal. Chris Wojcik seconded the motion. **All in favor, motion passed.**

C. Joint HOA Village Activities

CWV Fall Fest at CCC October 21st from 10-5. Need volunteers to man HOA table and items for the hourly raffle.

CWV Holiday Village December 2nd from 11-6. Mark your calendars and will probably need volunteers.

- Any Board members interested in volunteering should email Dawn Archambault. She will create a digital sign-up sheet.

CWV BOD Holiday Party

- Tentatively scheduled for December 13th at 6:30 PM.

D. Carlson Construction Boundary Wall Painting Bid

- Patching and Painting of Boundary Wall: \$20,700.
- Tabled.

E. Wellington Sidewalk Repair Bids

- Rose Paving: \$4,800.
- Andrew Titen made a motion to accept the bid from Rose Paving for sidewalk repair at Wellington. Chris Wojcik seconded the motion. **All in favor, motion passed.**
- Wellington has mailbox aesthetic issues. Dawn Archambault will get permission from the post office to have them painted.

F. Discussion of 5118 Brynn Mawr Garage Conversion

- Residents have remedied the violation. The deed restriction can be closed out.

G. Fining Recommendations

- 14102 Fennsbury-Replace Rotten Wood-Area above Garage
- 14102 Fennsbury-Replace Rotten Wood-Wood Beams above Window
- 14009 Wolcott Drive-Trim Palm Trees and/or Remove Dead Palm Fronds
- 14009 Wolcott Drive-Trim Bushes/Shrubs
- 14009 Wolcott Drive-Weed Landscaped Beds
- 14009 Wolcott Drive-Trim, Edge, Weed and Trim Lawn
- 14009 Wolcott Drive-Remedy Discolored House
- 14009 Wolcott Drive-Remedy Discolored Fence and/or Repair

Andrew Titen made a motion to send all violations above to the fining committee. Suzanne Fernandez seconded the motion. **Chris Wojcik abstained. All in favor, motion passed.**

H. Color Palette

- The Board would like to update the current exterior paint color palette. They are currently in the process of forming a committee.
- The Board would like to introduce a 3rd party to the color palette committee to offer expert advice to create a harmonious palette.
- Tabled.

I. Tankel Law Group

- The Board will not consider any payment plans per the association policy.

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

A. Financials

- Susan Fernandez gave the financial report.

- B. Grounds/Landscape/Parks/Ponds
 - The committee has been working hard with Fieldstone to keep the landscape looking good.
- C. Communications
 - Chris Wojcik is putting the upcoming newsletter together. Articles need to be sent to the committee by September 20th.
- D. Welcome
 - In July, there were 7 sales. 5 of which were owner occupied.
- E. Giving
 - No reports.
- F. Zoning
 - No reports.
- G. Management Report
 - No reports.
- H. Fining
 - No reports.

IX. **NEXT MEETING:**

The next board meeting will be held at 7:00 p.m. on Wednesday, September 27, 2023 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 that was seconded by Chris Wojcik to adjourn the meeting at 8:30 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on Sep 30, 2023.

Andrew B Titen
Andrew B Titen (Sep 30, 2023 17:08 EDT)
Signed

Andrew B Titen
Printed


08.31.23 Phase 3 Minutes Rev2


Final Audit Report


2023-09-30


Created:	2023-09-28
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