



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

DATE: Wednesday, October 25, 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

BOARD OF DIRECTORS MEETING 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 October 25, 2023, 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

Directors Absent:

Andrew Titen – Excused

Guests Present:

Ian Lanning – Waterfall  
Susan Sandberg – Stonegate  
Joe & Ellie Quiros – Stonegate  
Russell Tillson – Bradbury

Staff Present:

Dawn Archambault, CAM  
Rachel Wilton, Transcriptionist

Charlie Cambell – Hollingfare  
Carlos Rodriguez – Trouville  
Tim Thomas - Gorham

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

III. APPROVAL OF MINUTES – September 27, 2023 Meeting Minutes

Chris Wojcik made a motion to approve the September 27, 2023, Meeting Minutes as presented. Marlene Harper seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Carrollwood Village Urban Orienteering Race Information

- Brad Lympany with Hillsborough County Parks & Recreation gave the presentation.
- Orienteering Race is scheduled for February 10, 2024.

B. Comments from Homeowners (3 minutes time limit)

Susan Sandberg: The Board provided an update regarding noise and partying from neighbors.

V. **RATIFICATION of ARC REQUESTS:**

1. 13713 HALLIFORD DR – PAINT – APPROVED
2. 14142 STONEGATE – ROOF – APPROVED
3. 14137 STONEGATE – WINDOWS – APPROVED
4. 14102 FENNSBURY – SIDING & STONE – DENIED
5. 13705 CHESTERSALL – NEW BUILD - PENDING

- Suzanne Fernandez made a motion to ratify the decision for the ARC applications above. Frank Mazzie seconded the motion. **All in favor, motion passed.**

VI. **UNFINISHED BUSINESS:**

A. Hillsborough County Tree Grant

- \$2,500 tree grant was approved.
- The planting will be scheduled after the completion of the tennis court project.

B. Update to the Community Standards

- Suzanne Fernandez brings proposed changes to the community standards to the Board, which include revising the sections on Fences, Trees in County Right of Way, and Personal Items in Common Areas.
- Board members should review the community standards document and see if anything needs to be updated and bring proposed changes to the next Board meeting.

VII. **NEW BUSINESS**

A. Discussion of Proposed 2024 Budget

- Budget Adoption Meeting: November 29, 2023
- The Board discussed the proposed 2024 Budget and reasons for the 5.9% increase in dues.
- Owners may email Dawn Archambault to request Zoom information for the town hall meetings for resident input. Meetings will be held on November 8<sup>th</sup> and 9<sup>th</sup>.

B. Fieldstone Bids

- Proposal #16757: Controller – Irrigation Repair: \$4,775
- Frank Mazzie made a motion to approve Proposal #16757. Gary Lopez seconded the motion. **All in favor, motion passed.**
- Proposal #16927: Median Landscape: \$25,136
- Gary Lopez made a motion to approve Proposal #16927. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- Proposal #16928: Stonegate Entrance Landscape: \$1,430
- Gary Lopez made a motion to approve Proposal #16928. Jessica Magrill seconded the motion. **All in favor, motion passed.**
- Proposal #16930: Sod at Burrington and West Village: \$360
- Chris Wojcik made a motion to approve Proposal #16930. Anne Whitaker seconded the motion. **All in favor, motion passed.**
- Proposal #17024: Mainline Leak at Stonegate: \$3,368
- Chris Wojcik made a motion to approve Proposal #17024. Gary Lopez seconded the motion. **All in favor, motion passed.**

- Proposal #17025: Annuals Landscape on West Village: \$1,000
  - Anne Whitaker made a motion to approve Proposal #17025. Jessica Magrill seconded the motion. **All in favor, motion passed.**
  - Proposal #17038: Burrington Park Palm Treatment: \$220
  - Marlene Harper made a motion to approve Proposal #17038. Frank Mazzie seconded the motion. **All in favor, motion passed.**
  - Proposal #16903: Mulch: \$10,125
  - Marlene Harper made a motion to approve Proposal #16903. Anne Whitaker seconded the motion. **All in favor, motion passed.**
- C. Ratification of Approval of Arete Industries
- Quote #SO20188: Vandalization Repair on Pole at Burrington and Ehrlich: \$1,513.
  - Marlene Harper made a motion to approve Quote #SO20188. Gary Lopez seconded the motion. **All in favor, motion passed.**
- D. Lien Foreclosure
- Suzanne Fernandez made a motion to approve the lien foreclosure at 13901 Village Terrace Dr. Anne Whitaker seconded the motion. **All in favor, motion passed.**
- E. Fining Recommendations
- 14002 Chettle Way: Gutter & Downspout Repair
  - 5026 Cypress Trace: Weed Landscaped Beds
  - 13601 Diamond Head: Remedy Discolored House
  - 13604 Waterfall Way: No ARC Form

Gary Lopez made a motion to send all violations above to the fining committee.  
 Marlene Harper seconded the motion. **All in favor, motion passed.**

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

- A. Financials
- Suzanne Fernandez gave the report.
- B. Grounds/Landscape/Parks/Ponds
- No reports.
- C. Communications
- Chris Wojcik gave the report.
  - Deadline for the December issue of the Newsletter: November 24.
  - A new community flag was put on the flagpole. The website has been updated with a photo.
- D. Welcome
- Chris Wojcik gave the report.
  - In September, there were 3 new sales, 1 of which was owner occupied.
  - Board volunteers are needed to assist in delivering welcome bags.
  - Donations from nearby vendors and businesses are needed for the bags as well.
- E. Giving
- Chris Wojcik gave the report.
  - The Board should bring ideas to the committee of more things that can be given.
- F. Zoning
- No reports.

- G. Management Report
- Dawn Archambault informs the Board of Greenacres switch to Vantaca, meant to streamline all the processes. There will be upcoming training opportunities on the system for the Board.
  - Alliance Association Bank is the new bank for the lockbox.
- H. Fining
- None
- I. Paint
- Committee Meeting to review proposed paint color palette scheduled for November 1<sup>st</sup>, 2023, at 6:00 PM.

IX. **NEXT MEETING:**

The next board meeting will be held at 7:00 p.m. on Wednesday, November 30, 2023 at the Carrollwood Cultural Center, 4537 Lowell Rd.

X. **ADJOURNMENT:**

There being no further business to come upon the board, Jack Crutchfield made a motion to adjourn the meeting at 8:33 PM. **All in favor, motion passed.**

Respectfully Submitted,  
Rachel Wilton, For the Secretary

These minutes were approved on Nov 30, 2023.

Andrew B Titen  
Andrew B Titen (Nov 30, 2023 09:10 EST)

Signed Name

Andrew B Titen

Printed Name


# 2 10.25.23 Phase 3 Minutes

Final Audit Report


2023-11-30


Created:	2023-11-30
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAcWr-tEFBofcLZ9pRaESrS5QGY0iF0v5D


## "2 10.25.23 Phase 3 Minutes" History


 Document created by Dawn Archambault (darchambault@greenacre.com)  
2023-11-30 - 12:08:41 PM GMT

 Document emailed to atiten@tampabay.rr.com for signature  
2023-11-30 - 12:09:07 PM GMT

 Email viewed by atiten@tampabay.rr.com  
2023-11-30 - 2:09:59 PM GMT

 Signer atiten@tampabay.rr.com entered name at signing as Andrew B Titen  
2023-11-30 - 2:10:42 PM GMT

 Document e-signed by Andrew B Titen (atiten@tampabay.rr.com)  
Signature Date: 2023-11-30 - 2:10:44 PM GMT - Time Source: server

 Agreement completed.  
2023-11-30 - 2:10:44 PM GMT