



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
JANUARY 26, 2022**

I. CALL TO ORDER

Jack Crutchfield, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:00 p.m. on January 26, 2022 via Zoom conference call.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:

Jack Crutchfield – President
Chris Wojcik – Vice President
Suzanne Fernandez – Treasurer
Frank Mazzie – Secretary
Marlene Harper – Director
Andrew Titen – Director
Chris Rule – Director
Mike Jenkins – Director

Directors Absent:

Guests Present:

Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary
Jane Case, Cypress Trace
Linda Fobes, Cypress Trace
Jessica Magrill, Chardonnay

III. APPROVAL OF MINUTES

Suzanne Fernandez made a motion to approve the December 1, 2021 Board of Directors meeting minutes as revised (New Business, Section VI.B.). Andy Titen seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

A. Comments from Homeowners [three (3) minute time limit]

No comments

V. UNFINISHED BUSINESS

A. 2022 Hillsborough County Grant (Fernandez)

Suzanne Fernandez has submitted and confirmed receipt of the grant application by the Hillsborough County Office of Neighborhood Relations. The County is expected to announce winners the week of February 7, 2022.

B. Bill West Recognition Update (Crutchfield)

The boulder has been delivered and placed on West Village near the bridge. The plaque wording will be shared with the Board for review and final opinion prior to installation.

C. Allied Universal Contract (Mazzie)

Andy Titen made a motion to continue the contract with Allied on a month-to-month basis until the contract is deemed fully acceptable by all Board members in its entirety. Chris Wojcik seconded the motion. **Majority in favor, the motion passed.** Concurrently, a motion was made by Frank Mazzie to accept the contract as presented, with the allowance that the 30-day termination clause be enacted if the need arises. **Motion not seconded, the motion failed.**



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D. Community Standards (Crutchfield)

Work continues on the Community Standards revision with GBMM. No update/discussion at this time.

E. Violation Policy (Archambault)

Work continues on review/clarification of the Violation Policy, with completion expected at the end of March.

VI. NEW BUSINESS

A. Fieldstone Proposals (Fernandez)

Suzanne Fernandez made a motion to accept Fieldstone proposal #11347, dated 1/4/22, in the amount of \$1,076.93 for irrigation control valve repairs at Sussex and Chestersall. Andy Titen seconded the motion. **All in favor, the motion passed.**

Suzanne Fernandez made a motion to accept Fieldstone proposal #11152, dated 12/8/21, in the amount of \$1,998.09 for declining pine tree removal at 14025 Notreville Way. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

B. Potential Appointment of New Board Member (Wojcik)

Chris Wojcik made a motion to nominate Jessica Magrill to fill the Board vacancy remaining following the departure of Bill West. The motion was seconded by Suzanne Fernandez. All in favor, the motion passed. A verbal vote was held with all Board members voting in the affirmative, confirming Jessica as a Board member.

C. Ratification of CertaPro Painters Bid to Remove Wall Graffiti (Fernandez)

Suzanne Fernandez made a motion to ratify CertaPro proposal #JOB-1322-5823, dated 12/29/21, in the amount of \$600.00 for work already performed. Andy Titen seconded the motion. **All in favor, the motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES

PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report and noted that the lighting project that was previously postponed due to scheduling will impact 2022 expenditures. Regarding assessments, past due notices are currently being sent to homeowners. The Board Designated Reserve Fund approved at the December 1, 2021 Board meeting is expected to be created soon.

B. Grounds/Landscape/Parks/Ponds (Fernandez)

Suzanne Fernandez gave the report. The landscaping in Chestersall and Buckingham areas has been completed, with Fieldstone drive-about to resume for all areas on February 10, 2022. Due to delays in receipt of materials, the pond drainage project is expected to resume at the end of February.



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B. Communications (Fernandez)

The deadline for Board/owner submissions to the community newsletter is February 2, 2022. Website updates as previously discussed are forthcoming.

C. Welcome Committee/Welcome Wagon (Wojcik)

Dawn Archambault will begin sending New Resident lists to Chris Wojcik on the 1st of each month. Chris Wojcik continues to work with local businesses on obtaining vendor promos for welcome baskets, with additional new vendors being sought out.

D. Community Patrol (Mazzie)

Frank Mazzie gave the report and noted that the cost of patrol services within the community averages around \$66.00/yr per home.

E. Executive (Crutchfield)

Nothing to report.

F. Documents (Fernandez)

Suzanne Fernandez is continuing her work in this area as noted in Unfinished Business items V.D. & V.E.

G. County Parks / VISTA Gardens (Crutchfield)

There have been updates to the Park Conservancy Board, with new members Jack Crutchfield, Adrian Madhosingh (President, Phase II), and Dawn Archambault (CAM, GPI) joining. A car show will be held at Carrollwood Village Park on 4/30/22; additional details are currently available on the Park Facebook page.

H. Carrollwood Cultural Center (Crutchfield)

Nothing to report.

VIII. NEXT MEETING

The next regular Board meeting will be held at 7:00 p.m. on Wednesday, February 23, 2022 via Zoom or at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room (depending on Covid numbers).

XI. ADJOURNMENT


There being no further business to come before the Board, Mike Jenkins made a motion to adjourn. Andy Titen seconded the motion. All in favor, Jack Crutchfield called the meeting to adjournment at 8:06 p.m.



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Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on February 23, 2022.


Frank RMazzie (Feb 24, 2022 12:51 EST)

Signed _____

Frank Mazzie
Printed Name _____


1.26.2022 Phase 3 Minutes For Signature


Final Audit Report


2022-02-24


Created:	2022-02-24
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdFqaohTvQgwgjpvst6hWMCiGgl3SHgXm


"1.26.2022 Phase 3 Minutes For Signature" History

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