



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
July 27, 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 July 27, 2022 at Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618.

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
Mike Jenkins – Director
Jessica Magrill – Director
Anne Whitaker – Director

Directors Absent:

None

Guests Present:

Ellen Dux, Chardonnay
Sean Gilmore, Buckingham
Richard & Linda Fobes, Cypress Trace
Pat Higgins, Wolcott
Jane Case, Cypress Trace
Jason Schroeder & Devina Nabhan, Somerset
Catherine Friedman, Somerset
Charlie Campbell, Somerset
Gerald Appleby, Marsocci Appleby
Brian Conner, Marsocci Appleby
Calvin Boyd, GPI
Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary

III. APPROVAL OF MINUTES

Suzanne Fernandez made a motion to approve the June 29, 2022 meeting minutes with no changes. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

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

Richard Fobes – Little Free Library
Catherine Friedman – sports equipment on driveways
Jane Case – Welcome Committee items, elections
Charlie Campbell – violations, maintenance
Jason Schroeder – violation clarification

V. UNFINISHED BUSINESS

A. Gerald Appleby – Presentation of 2021 Financial Statements (Fernandez)

Gerald Appleby presented final audit results, including discussion on set-aside funds and Reserves. Additional information was provided regarding working on increasing Reserves to align with the Consumer Price Index to allow funds to better withstand inflation.



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B. Calvin Boyd – Discussion of Violations (Archambault)

Calvin Boyd discussed ways the Association could improve the violation process and will investigate updating the violation software to meet the current needs of the Association better.

C. Community Standards (Crutchfield)

Mike Jenkins made a motion to adopt the July 2022 revision of the Community Standards as written, with an immediate effective date of July 27, 2022. Andy Titen seconded the motion. **All in favor, the motion passed.** Suzanne Fernandez then made a motion that stated, “the standards are moving forward and any property not in compliance would be grandfathered in until such time as they seek to make a change.” Andy Titen seconded the motion. **All in favor, the motion passed.**

D. Playground Audit (Archambault)

Dawn Archambault (CAM) will continue to research this item; tabled until further notice.

VI. NEW BUSINESS

A. Tree Removal Bids (Fernandez)

Andy Titen made a motion to approve the following hazardous/decaying tree removal proposals totaling \$17,000.00 from Bay Site Works LLC, to be paid from the Operating budget:

- Proposal dated 7/14/22 in the amount of \$1,500.00, for Oak tree cut down, haul away, and stump grind between tennis courts and Brynn Mawr;
- Proposal dated 7/14/22 in the amount of \$3,000.00, for Canary Date Palm (qty 3) cut down, haul away, and stump grind at Burrington entrance;
- Proposal dated 7/14/22 in the amount of \$3,000.00, for Oak tree cut down, haul away, and stump grind by Burrington entrance in front of Belmere;
- Proposal dated 7/14/22 in the amount of \$3,500.00, for Oak tree cut down, haul away, and stump grind by Burrington entrance in front of Somerset;
- Proposal dated 7/14/22 in the amount of \$3,500.00, for Oak tree cut down, haul away, and stump grind by West Village at Sussex; and
- Proposal dated 7/14/22 in the amount of \$2,500.00, for Oak tree cut down, haul away, and stump grind in front of tennis courts on Burrington

Mike Jenkins seconded the motion. **All in favor, the motion passed.**

B. Certa Pro Common Area Painting Proposal (Archambault)

Andy Titen made a motion to approve CertaPro Painters proposal #JOB-1340-2045, dated 6/17/22, in the amount of \$8,570.00 for common wall prep and paint as outlined, to be paid from the Operating budget. Mike Jenkins seconded the motion. **All in favor, the motion passed.**



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VII. REPORTS FROM MANAGEMENT AND COMMITTEES

PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report.

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

The ponds are generally doing well. Pond 7 along Ellesmere will receive additional herbicide treatment for water lilies, etc. Phase 2 is in process of having a water analysis report completed by Crosscreek Environmental. Andy Titen made a motion to approve Crosscreek Environmental estimate #9163, dated 7/27/22, in the amount of \$1,550.00 for Phase 3 water analysis reporting contingent upon discussion with Crosscreek prior to project start. Mike Jenkins seconded the motion. **All in favor, the motion passed.** Additional discussion was held regarding “Mama Oak”.

C. Communications (Fernandez)

Updated community website designed by Core Interactive is still in process and pending final draft before go-live.

D. Welcome Committee/Welcome Wagon (Wojcik)

Chris Wojcik reminded Board members to continue to reach out to their business contacts within the area to inquire about coupons/incentives that can be included in welcome packs.

E. Community Patrol (Mazzie)

Frank Mazzie provided the report. Many Special Watch requests are being submitted, and the patrols are continuing to work on controlling solicitors in the area.

F. Executive (Crutchfield)

The Presidents of all three Phases continue to meet monthly to discuss goals, issues, and other items pertaining to the community.

G. Management Report (Archambault)

All Board members were given a copy of the management report.

H. Carrollwood Cultural Center (Crutchfield)

Cheers to 50 Years! information is included in Item I.

I. Cheers to 50 Years! (Fernandez)

The community 50-year celebration will be held at the Cultural Center on 10/22/22. The committee is seeking volunteers from the Board to assist throughout the day.



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VIII. NEXT MEETING


The next regular Board meeting will be held at 7:00 p.m. on Wednesday, August 31, 2022 at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room.

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 8:45 p.m.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on Sep 1, 2022.


Frank Mazzie (Sep 1, 2022 15:16 EDT)
Signed

Frank Mazzie
Printed Name


7.27.2022 Phase 3 MinutesRev3(LS)

Final Audit Report

2022-09-01

Created:	2022-09-01
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzoKrHsWKINThHOSkOnwlyujKhVnKGCR4


"7.27.2022 Phase 3 MinutesRev3(LS)" History

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

2022-09-01 - 12:29:28 PM GMT

 Document emailed to frmazzie@gmail.com for signature


2022-09-01 - 12:29:51 PM GMT

 Email viewed by frmazzie@gmail.com

2022-09-01 - 3:53:43 PM GMT

 Signer frmazzie@gmail.com entered name at signing as Frank Mazzie

2022-09-01 - 7:16:03 PM GMT

 Document e-signed by Frank Mazzie (frmazzie@gmail.com)

Signature Date: 2022-09-01 - 7:16:05 PM GMT - Time Source: server

 Agreement completed.

2022-09-01 - 7:16:05 PM GMT