



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
October 5, 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 October 5, 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
Andrew Titen – Director
Jessica Magrill – Director
Anne Whitaker – Director

Directors Absent:

Marlene Harper
Mike Jenkins

Guests Present:

Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary
Charlie Campbell, Somerset
Jackie Botet, Windemere East
Donna Goodman, Somerset
Nael El-Hout, Somerset

III. APPROVAL OF MINUTES

Suzanne Fernandez made a motion to approve the August 31, 2022 meeting minutes following revision of Item VI.B. (correcting “irrigation bids” to “bids”). Andy Titen seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

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

Donna Goodman – excessive water lilies/spatterdock on Pond 8

V. RATIFICATION OF ARC REQUESTS

Suzanne Fernandez made a motion to ratify the 10/4/22 ARC requests as presented. Andy Titen seconded the motion. **All in favor, the motion passed.**

VI. UNFINISHED BUSINESS

A. Playground Audit

The playground audit is expected to take place within the next two weeks. Suzanne Fernandez requested that CAM Dawn Archambault add the adult workout equipment on Sussex to the list of audit items.

VII. NEW BUSINESS

A. Tree Removal Bids

Frank Mazzie made a motion to approve the following Bay Site Works tree work bids:

- Proposal dated 9/20/22 in the amount of \$5,000.00 for large Oak cut down, haul away, and stump grinding on Fennsbury Dr;
- Proposal dated 9/20/22 in the amount of \$400.00 for Pine (qty 2) cut down and stump grinding near Bill West rock;



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- Proposal dated 9/20/22 in the amount of \$4,600.00 for Oak (qty 2) cut down, haul away, stump grinding, and sod installation on Burrington at Belmere;
- Proposal dated 9/20/22 in the amount of \$2,650.00 for Oak cut down, haul away, stump grinding, and sod installation at Burrington tennis courts;
- Proposal dated 9/20/22 in the amount of \$900.00 for structural pruning and dead wood removal of tree at Fennsbury wall, with an additional approval of up to \$5,000.00 total if tree is deemed in need of removal.

Andy Titen seconded the motion. **All in favor, the motion passed.**

B. CertaPro Painting Bids

Suzanne Fernandez made a motion to approve the CertraPro Painters bid dated 9/13/22 in the amount of \$975.00 for wall maintenance repair/prep/painting at Cypress Trace, Burrington basketball court, and Diamond Head. Andy Titen seconded the motion. **All in favor, the motion passed.**

C. 2023 Proposed Budget

Work continues on the budget draft.

D. 13718 Walbrooke Dr Cut Back Proposal

Suzanne Fernandez made a motion to approve Fieldstone proposal #13940, dated 10/3/22, in the amount of \$1,500.00 for Brazilian Pepper removal and additional tree flush cuts behind 13718 Walbrooke Dr fence. Andy Titen seconded the motion. **All in favor, the motion passed.** CAM Dawn Archambault was asked to modify the ARC forms to require future fence installations to include access gates.

E. Crosscreek Pond 1 Spatterdock Treatment Proposal

Chris Wojcik made a motion to approve Crosscreek Environmental estimate #9449, dated 9/22/22, in the amount of \$880.00 for spatterdock treatment at Pond 1. Andy Titen seconded the motion. **All in favor, the motion passed.**

F. Fieldstone Burrington and Sussex Timer Repair Estimates

Suzanne Fernandez made a motion to approve the following Fieldstone timer repair quotations:

- #13856, dated 9/21/22, in the amount of \$741.14 for Burrington timers in Zones 1, 11, and 19;
- #13866, dated 9/22/22, in the amount of \$1,100.00 for Sussex timers in Zones 6, 7, 8, 9, 10, 13, 14, and 15.

Chris Wojcik seconded the motion. **All in favor, the motion passed.**

G. 13629 Diamond Head – Commercial Vehicle

Frank Mazzie made a motion proceed with legal action on 13629 Diamond Head Dr due to failing to remove commercial vehicle from property and/or public view. Andy Titen seconded the motion. **All in favor, the motion passed.**



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VIII. REPORTS FROM MANAGEMENT AND COMMITTEES

PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report.

Andy Titen made a motion to write off interest and late fees on open amounts under \$10.00 based on aging report dated 9/24/22. Suzanne Fernandez seconded the motion. **All in favor, the motion passed.**

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

Suzanne Fernandez gave the report.

C. Communications (Fernandez)

Chris Wojcik provided update on newsletter.

D. Welcome Committee/Welcome Wagon (Wojcik)

Chris Wojcik gave the update; there were 10 new sales in September.

E. Community Patrol (Mazzie)

Frank Mazzie gave an update on changes to patrol vehicle maintenance agreement. Dawn Archambault was asked to obtain quotes on “no parking/no standing” signs to be placed near Burrington/Belmere due to school car line traffic causing landscape damage.

F. Budget (Titen)

Andy Titen gave the update.

G. Giving (Titen)

No update at this time.

H. Nominating (Wojcik)

No update at this time.

I. Zoning (Crutchfield)

Jack Crutchfield gave the update.

J. Cheers to 50 Years! (Fernandez)

The last committee meeting will take place on 10/10/22; event will be held on 10/22/22 at Carrollwood Cultural Center in conjunction with the Fall Fest.

K. Management Report (Archambault)

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



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L. Executive (Crutchfield)

Dawn Archambault presented properties at 14103 Village Terrace Dr and 14196 Fennsbury Dr for legal action due to non-payment. Frank Mazzie made a motion to proceed with legal action on 14196 Fennsbury Dr. Following additional review and receiving no second, the motion died and the request for action on both properties was tabled by the Board pending further research and discussion with Tankel Law Group.

Jack Crutchfield led discussion of the Resolution of the Board of Directors as written by Tankel Law Group regarding violation non-compliance and grandfathering. The Board will begin work on reviewing the current status of properties in regard to the Resolution.

IX. NEXT MEETING


The next regular Board meeting will be held at 7:00 p.m. on Wednesday, October 26, 2022 at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room.

X. ADJOURNMENT

There being no further business to come before the Board, Jack Crutchfield called the meeting to adjournment at 8:14 p.m.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on Oct 27, 2022.


Signed

Frank R. Mazzie
Printed Name


2 10.5.2022 Phase 3 MinutesRev1


Final Audit Report


2022-10-27


Created:	2022-10-27
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOsCfo8_9LDBKZkqN4jHBdYZYlv7bJtSS


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