



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.  
MONTHLY BOARD OF DIRECTORS  
MEETING MINUTES  
August 31, 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 7:02 p.m. on August 31, 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  
Anne Whitaker – Director

**Directors Absent:**

Jessica Magrill

**Guests Present:**

Richard & Linda Fobes, Cypress Trace  
Steven Jacaruso, Cypress Trace  
Cathy & Steve Reese, Wolcott  
Gisela & Edward Yates, Cypress Trace  
Ben Reardon, Cypress Trace  
David Felice, Windemere West  
Pat Higgins, Wolcott  
Sean & Jennifer Gilmore, Buckingham  
Nael El-Hout, Somerset  
Donna Goodman, Somerset  
Dawn Archambault, GPI  
Laura Salgado, GPI Recd. Secretary

**III. APPROVAL OF MINUTES**

Andy Titen made a motion to approve the July 27, 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]**

David Felice - landscaping

**V. UNFINISHED BUSINESS**

**A. Playground Audit**

Mike Jenkins made a motion to approve Playground Guardian quote #62333, dated 7/26/22, in the amount of \$1500.00, with 50% to be split evenly with Phase II, for a Phase III expenditure of \$750.00, for playground safety inspection and reporting. The motion was seconded by Frank Mazzie. **All in favor, the motion passed.**



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**VI. NEW BUSINESS**

**A. Tree Removal Bids**

Suzanne Fernandez made a motion to approve the following hazardous/decaying tree removal proposals totaling \$11,100.00 from Bay Site Works LLC:

- Proposal dated 8/8/22 in the amount of \$1,650.00, for Mama Oak tree cut down, haul away, and stump grind on Sussex;
- Proposal dated 8/8/22 in the amount of \$600.00, for Pine cut down, haul away, and stump grind at Stonegate entrance;
- Proposal dated 7/14/22 in the amount of \$1,300.00, for Pine tree (qty 4) removal and haul away on West Village Dr;
- Proposal dated 8/1/22 in the amount of \$600.00, for Pine tree removal and haul away at Timmes Dr near Brynn Mawr;
- Proposal dated 8/8/22 in the amount of \$2,500.00, for Pine tree (qty 2) cut down, haul away, and stump grind by Chardonnay at Stonegate;
- Proposal dated 8/1/22 in the amount of \$1,500.00, for Pine tree (qty 3) removal and haul away on Pepperell at West Village; and
- Proposal dated 8/10/22 in the amount of \$2,950.00, for Oak tree (qty 2) cut down, haul away, and stump grind at Burrington and West Village Dr (ratification for work already performed)

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

Andy Titen made a motion to approve Fieldstone quotation #13341, dated 8/3/22, in the amount of \$775.00 for dead tree flush cuts along wood line ditch. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

**B. Fieldstone Bids**

Frank Mazzie made a motion to approve the following bids totaling \$11,970.34 from Fieldstone:

- Quotation #13270, dated 7/25/22, in the amount of \$1,081.49, for valve replacement along Burrington and Wolcott;
- Quotation #13337, dated 8/3/22, in the amount of \$400.07, for battery replacement (qty 15) in controllers;
- Quotation #13507, dated 8/19/22, in the amount of \$1,168.43, for repairs of BOCs as indicated in the August irrigation inspection; and
- Quotation #13509, dated 8/19/22, in the amount of \$9,320.35, for extensive palm cleanup on all common ground thoroughfares

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



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**C. CertaPro Stonegate Wall Repair and Painting Bid**

Suzanne Fernandez made a motion to approve CertaPro Painters job #JOB-1346-2474, dated 8/19/22, in the amount of \$1,750.00, for painting and repairs of damaged wall along Stonegate street side. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

**D. Crosscreek Storm Water System Analysis**

Andy Titen made a motion to approve Crosscreek Environmental estimate #9213, dated 8/5/22, in the amount of \$1,300.00, for a comprehensive stormwater system analysis and reporting. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

**E. Tree Removal Bids**

Bay Site Works proposal dated 8/8/22 in the amount of \$5,500.00 has been disapproved, as item is homeowner responsibility.

**F. Patrol Contract**

Jack Crutchfield made a motion to terminate the patrol contract with Allied Universal within 60 days. 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.

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

Suzanne Fernandez gave the report.

**C. Communications (Fernandez)**

Updated website is being refined.

**D. Welcome Committee/Welcome Wagon (Wojcik)**

Chris Wojcik gave thanks to Board members Anne Whitaker and Jessica Magrill for their contributions to the welcome wagon supplies.

**E. Community Patrol (Mazzie)**

Frank Mazzie provided the report.

**F. Executive (Crutchfield)**

There was no August Presidents' meeting.



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**G. Management Report (Archambault)**

All Board members were given a copy of the management report; the violation report is in process.

**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.

**VIII. NEXT MEETING**


The next regular Board meeting will be held at 7:00 p.m. on Wednesday, September 28, 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 8:18 p.m.

Respectfully submitted,  
Laura Salgado, For the Secretary

These minutes were approved on Oct 6, 2022.

  
[Frank R Mazzie \(Oct 6, 2022 12:24 EDT\)](#)  
Signed \_\_\_\_\_

**Frank R Mazzie**  
Printed Name \_\_\_\_\_


# 8.31.2022 Phase 3 Minutes

Final Audit Report


2022-10-06


Created:	2022-10-06
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjP763DSysF0SyOxxPTtKYOBfnIAZFq8F


## "8.31.2022 Phase 3 Minutes" History


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 Email viewed by frank.mazzie@carrollwoodvillage.com  
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 Signer frank.mazzie@carrollwoodvillage.com entered name at signing as Frank R Mazzie  
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 Agreement completed.  
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