



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION, INC. BOARD OF DIRECTORS MONTHLY**

**AND**

**ARCHITECTURAL REVIEW COMMITTEES MEETING**

**DATE: TUESDAY, August 27, 2024**

**TIME: 6:00 P.M.**

**PLACE:** The Carrollwood Cultural Center, 4537 Lowell Rd., Carrollwood Village Room

**MINUTES**

**I. CALL TO ORDER**

Paul Klubek, President, called The Carrollwood Village Phase II Board of Directors Meeting and Architectural Review Committee Meeting to order at 6:00 PM on August 27, 2024, at The Carrollwood Cultural Center.

**II. ROLL CALL**

Directors Present:

Paul Klubek  
Bill DeMare  
Diane Griesenbeck  
Bonnie French  
Coleen Ritari  
Bobby Kilgore  
Jerry Campbell

Directors Absent:

John King

Staff Present:

Dawn Archambault, CAM  
Marissa Harrison, Transcriptionist

Bill DeMare made a motion to amend the agenda for Jerry Campbell. Paul Klubek seconded the motion. **All in favor, motion passed.**

Jerry Campbell- Discussed the current state of the 8 ponds and the maintenance. Cross Creek Environmental was hired and they will be meeting in two weeks, homeowners are invited and it will take place in the evening, with the Board and the Environmental Protection Commission to analyze what vegetation can be removed and what is native.

CAM will post the pond map on the website.

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

**III. APPROVAL OF MINUTES – July 30, 2024, Meeting Minutes**

Paul Klubek made a motion to approve the July 30, 2024. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**

**IV. PRESENTATIONS: HOMEOWNER OPEN FORUM (Maximum Three Minutes)**

- a. Matilde Pelaez- Discussed the look of the pond around Banbury and wildlife around the ponds. She also stated that she is available to help.

- b. Bobby Kilgore- Asked CAM to call the county about the fallen tree near the Carrollwood park.

**V. UNFINISHED BUSINESS:**

- a. Signage
  - i. Signs have been printed and are to be installed.
  - ii. There will be more 'No Trespassing' signs installed.
  - iii. CAM will reach out to the county first to see if they will put up signs. If not, the HOA will get them installed.

**VI. NEW BUSINESS:**

- a. Guest Speaker- Deputy Brendan Fitzgerald
  - i. Introduced himself and discussed his availability, traffic areas, and break ins to cars nearby.
- b. No Parking Cars Will Be Towed Signs
  - i. Discussed the fairness of towing in the community.
- c. Landscape Updates- Status of Drive Through, Outstanding Issues, Updates-
  - i. Jerry Campbell and CAM met with Alexander's and looked at the trees to be trimmed and will be scheduling another inspection soon.
- d. Cross Creek Environmental Contract and Ponds Update
  - i. They will be out this week.
- e. The Nidy Sports Construction Company Basketball Court Proposal
  - i. This has been tabled for next year.
- f. Alexanders Property Maintenance Proposals Phase II
  - i. Jerry Campbell made a motion to approve Alexander's estimate 5633 for \$11,000 out of Reserves to clear out the overgrown area between Pond 5 and Lennox. Coleen Ritari seconded the motion. **All in favor, motion passed.**
  - ii. Jerry Campbell made a motion to approve the \$3,500 portion of the proposal for tree trimming behind 14023 Lake Bluff and will ask for clarification on the \$1,500 section of the proposal. Coleen Ritari seconded the motion. **All in favor motion passed.**
  - iii. Jerry Campbell made a motion to amend the money to come out of the reserves. seconded the motion. **All in favor motion passed.**

**VII. REPORTS FROM MANAGEMENT AND COMMITTEES:**

- A. Financial Update-
  - CAM will review financials against the minutes and talk to accounting to make sure invoices are coming out of reserves or operating when specified.
  - Bill DeMare gave the report. Everything looks very good otherwise.
- B. Items of information
  - Attached
- C. Architectural Review Committee
  - 1) 14807 Clarendon Drive –Paint
  - 2) 13902 Village Lake Place – Replace Wood Siding with Vinyl Siding

- 3) 13502 Clubside Drive – Fence
- 4) 14213 Banbury Way – Solar Panels

Paul Klubek made a motion to approve all four architectural requests. Bill DeMare seconded the motion. **All in favor, motion passed.**

Coleen Ritari will be the ARC Chair. Bobby Kilgore and Bonnie French will be part of the committee.

Paul Klubek made a motion to approve the creation of the architectural committee. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**

- D. Refer Violations to Attorney
  - None

**VIII. NEXT MEETING:**

The next meeting of Phase II Board will be held on September 24, 2024, at 6:00 PM.


**IX. ADJOURNMENT:**

There being no further business to come upon the board, Paul Klubek made a motion that was seconded by Diane Griesenbeck to adjourn the meeting at 7:03 PM. All in favor, motion passed.

Respectfully submitted,

Marissa Harrison, for the secretary

These minutes were approved on Sep 25, 2024.

  
Coleen Ritari (Sep 25, 2024 14:38 EDT)  
Signed Name

Coleen Ritari  
Printed Name


# 2 2024August27BoardMeetingMinutes


Final Audit Report


2024-09-25


Created:	2024-09-25
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