



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
August 28, 2024**

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 August 28, 2024 at Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL, 33618.

II. ROLL CALL

Directors Present:

Jack Crutchfield – President
Chris Wojcik – Vice President
Suzanne Fernandez – Treasurer
Andy Titen – Secretary
Marlene Harper – Director
Jessica Magrill – Director
Frank Mazzie – Director
Anne Whitaker – Director

Directors Absent:

Gary Lopez

Staff Present:

Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary

Guests Present:

Robert Mantler & Mary McCarty
Susan Sandberg
Gina Kafalas
Charlie Campbell
Tris Yates
Linda Fobes

III. APPROVAL OF MINUTES

Andy Titen made a motion to approve the July 31, 2024 meeting minutes as submitted. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS

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

Gina Kafalas – pond conditions in Chardonnay
Tris Yates – assessments

V. RATIFICATION OF ARC REQUESTS

Frank Mazzie made a motion to ratify the 8/28/24 ARC requests as presented. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS

A. Playground Equipment Evaluation

Suzanne Fernandez and Chris Wojcik are continuing research on this item and discussed interest in a playground committee, possibility of making this a Reserve item project for next year, and the availability of grants. Item remains open.



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B. Tennis and Basketball Court Updates

Chris Wojcik gave the update. Courts are now fully open for use. Chris Wojcik expressed interest in adding benches and/or a pergola at the tennis court. Dawn Archambault will reach out to Nidy Sports regarding the divot in the tennis court asphalt, and Suzanne Fernandez will mark off the noted failing bench with caution tape. Following discussion, Suzanne Fernandez made a motion to hold the vendor-sponsored groundbreaking ceremony on 9/28/24 from 11:00 a.m.-1:00 p.m. Jessica Magrill seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

A. Fieldstone Bids

Suzanne Fernandez made a motion to approve Fieldstone quotation 19330 dated 8/19/24 in the amount of \$572.36 for mulch and Ixora installation at the playground and flagpole. Anne Whitaker seconded the motion. **All in favor, motion passed.**

B. Tree Removal Bids

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 846195 dated 8/21/24 in the amount of \$2,680.00 for Live Oak pruning and Laurel Oak removal at the playground. Chris Wojcik seconded the motion. **All in favor, motion passed.**

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 826937 dated 7/28/24 in the amount of \$2,970.00 for removal, stump grinding, and resod of large declining tree at Burrington. Anne Whitaker seconded the motion. **All in favor, motion passed.**

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 846698 dated 8/21/24 in the amount of \$3,650.00 for Laurel Oak removal and permitting at Burrington. Anne Whitaker seconded the motion. **All in favor, motion passed.**

Andy Titen noted that all future quotes should have quote numbers, site locations and include permitting information as part of the bid. Dawn Archambault will notify vendors accordingly.

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 846140 dated 8/21/24 in the amount of \$2,900.00 for decaying oak removal and stump grind at Addison Ct. Chris Wojcik seconded the motion. **All in favor, motion passed.**

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 846102 dated 8/21/24 in the amount of \$425.00 to remove a Southern Live Oak lead blocking the basketball court hoop. Anne Whitaker seconded the motion. **All in favor, motion passed.** Dawn Archambault will ask Nidy Sports to review/repair basketball court net upon next visit.

Approval of Fieldstone Tree Care proposal 846690 dated 8/21/24 was tabled for additional bids and/or bid modification.



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B. Tree Removal Bids (cont.)

Approval of Bay Site Works proposal dated 8/14/24 was tabled for bid clarity.

C. Fining Recommendations

There are no items presented for fining at this time.

**VIII. REPORTS FROM MANAGEMENT AND COMMITTEES
PHASE III SPECIFIC**

A. Financials (Fernandez)

Suzanne Fernandez and Andy Titen gave the report.

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

No additional report; items covered in prior portions of agenda.

C. Communications (Fernandez)

Newsletter will be released at the beginning of October, with any additional content submissions requested no later than Friday, 9/20/24.

D. Carrollwood Village Park (Crutchfield)

Dawn Archambault will check the possible sprinkler leak at the sidewalk (Phase 2 issue).

The Fall Fest will be held by Phases 2 & 3 at the Carrollwood Cultural Center on 10/5/24; volunteers are needed.

E. Welcome (Wojcik)

Chris Wojcik gave the report. There were three home sales in the month of July.

F. Giving (Titen)

No report.

G. Zoning (Harper)

There are no major updates at this time.

H. Management Report (Archambault)

All Board members were given a copy of the management report. The draft budget will be provided to the Board on Friday, 8/30/24, and will reflect the recent change in the CPI index.

I. Fining (Archambault)

No items at this time.

J. Wellington Revitalization Committee (Fernandez)

Chris Wojcik and Suzanne Fernandez will be meeting with Wellington residents on 9/10/24.



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IX. NEXT MEETING

The next regular Board meeting will be held at 7:00 p.m. on Wednesday, September 25, 2024 at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room.

X. ADJOURNMENT

There being no further business to come before the Board, Andy Titen made a motion to adjourn. Jessica Magrill seconded the motion. All in favor, Jack Crutchfield called the meeting to adjournment at 8:12 p.m.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on Sep 29, 2024.

Andrew Titen
Andrew Titen (Sep 29, 2024 20:17 EDT)

Signed

Andrew Titen

Printed Name







THE HOMEOWNERS ASSOCIATION AT WESTWOOD LAKES, INC

Final Audit Report

2024-09-30

Created:	2024-09-26
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0gzfm5aJjwi__wmMSZHtWP-NqTybqEpt

"THE HOMEOWNERS ASSOCIATION AT WESTWOOD LAKE S, INC" History

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