



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE MEETING AND BOARD OF DIRECTORS MEETING

DATE: Wednesday, January 31, 2024
TIME: ARC Meeting 6:30 PM followed by Board Meeting 7:00 P.M.
PLACE: Carrollwood Cultural Center, 4537 Lowell Road, Tampa, FL 33618

MINUTES

I. CALL TO ORDER:

Jack Crutchfield, President, called The Carrollwood Village Phase III Board of Directors Meeting and Architectural Review Committee Meeting to order at 7:11 PM on January 31, 2024, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Jessica Magrill
Gary Lopez
Frank Mazzie
Anne Whitaker
Andrew Titen

Directors Absent:

None

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Pat Higgins
Robert Mantler
Mary Lou McCarty
Jane Case

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

III. APPROVAL OF MINUTES – January 3, 2024, Meeting Minutes

Suzanne Fernandez made a motion to approve the January 3, 2024, Meeting Minutes as presented. Chris Wojcik seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

None

V. RATIFICATION of ARC REQUESTS:

Owners of 14102 Fennsbury Drive attended the meeting and bought material samples to show the Board and ARC Committee regarding their stone, painting, and siding ARC Applications. The stone ARC Application was approved. The other two ARCs are still pending, and the ARC committee will be back in touch with the owners.

Suzanne Fernandez made a motion to ratify the approval of the ARC applications presented, except for 4957 Cypress Trace and 14102 Fennsbury. Anne Whitaker seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Community Standards

- Suzanne Fernandez made a motion to approve revisions to section 2.05 Fences. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve revisions to section 2.06 Exterior Finish and Colors. Anne Whitaker seconded the motion. **All in favor, except for Frank Mazzie, motion passed.**
- Suzanne Fernandez made a motion to approve revisions to section 2.08 Electrical Exterior Lighting. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve revisions to section 2.09 Sports Equipment, with changes to the verbiage regarding the location of permanent basketball hoops. Gary Lopez seconded the motion. **All in favor, except for Chris Wojcik and Frank Mazzie, motion passed.**
- Suzanne Fernandez made a motion to approve revisions to section 2.12 Mailboxes and Mailbox Posts. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve revisions to section 3.09 Seasonal and Holiday Decorations. Anne Whitaker seconded the motion. **All in favor, motion passed.**

B. Status of Tennis Court Refurbishment

- Project is progressing. The Board is working to collect additional bids for the refurbishment.

C. Wellington Mailbox Painting Bids

- Proposal #13864238: Certa Pro Painters: \$3,000
- Chris Wojcik made a motion to approve the proposal for mailbox painting at Wellington. Andrew Titen seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

A. Fieldstone Bids

- Suzanne Fernandez made a motion to ratify the approval of Proposal 16893 for irrigation repair by Chardonnay, not to exceed \$1,000. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Gary Lopez made a motion to approve Proposal 17772 for oleander stump removal on Sussex for \$588. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Andrew Titen made a motion to approve Proposal 17908 for bench mulch bed for \$486. Anne Whitaker seconded the motion. **All in favor, motion passed.**

- B. Bay Site Works Bids
 - Chris Wojcik made a motion to approve the Bay Site Works proposal for pine tree removal by Chardonnay for \$1,050. Andrew Titen seconded the motion. **All in favor, motion passed.**
- C. Irrigation Project
 - Andrew Titen made a motion to approve Proposal 17798 for Stonegate Controller repairs for \$3,260. Anne Whitaker seconded the motion. **All in favor, motion passed.**
 - Andrew Titen made a motion to approve Proposal 17799 for Burrington Basketball Court Controller repairs for \$4,908. Anne Whitaker seconded the motion. **All in favor, motion passed.**
 - Andrew Titen made a motion to approve Proposal 17800 for Cypress Trace Controller repairs for \$2,758. Gary Lopez seconded the motion. **All in favor, motion passed.**
 - Andrew Titen made a motion to approve Proposal 17801 for Sussex Pond Controller repairs for \$5,063. Anne Whitaker seconded the motion. **All in favor, motion passed.**
 - Andrew Titen made a motion to approve Proposal 17967 for valve replacement at Sussex for \$679. Gary Lopez seconded the motion. **All in favor, motion passed.**
- D. Waste Management Service Agreement Renewal
 - Andrew Titen made a motion to approve the Waste Management service agreement renewal. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**
- E. Annual Meeting Date
 - May 2nd, 2024, at 7:00 PM.
- F. Nominating Committee
 - Applications to run for the Board of Directors are due February 23rd, 2024.
- G. Carlson Construction Storage Room Doors Replacement Bid
 - Andrew Titen made a motion to approve 40% of the \$3,225 cost of Carlson Construction Proposal #1222024002. Gary Lopez seconded the motion. **All in favor, motion passed.**

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

- A. Financials
 - Suzanne Fernandez gave the report.
 - Dawn Archambault will have outdated notes on the aging report removed.
- B. Grounds/Landscape/Parks/Ponds
 - Suzanne Fernandez gave the report.
 - Fieldstone treated the community with pre-emergent to control the weeds.
 - Pond 2 has been restored to the water level it should be at.
- C. Communications
 - Chris Wojcik gave the report.
 - January & February Newsletter is with the editor and publisher.
 - New community standards will be added to the newest newsletter.
 - Carrollwood Village website is being updated for 2024.
- D. Carrollwood Village Park

- There will be many events at the park in 2024. A full list of dates will be added to the newsletter.

E. Welcome

- Chris Wojcik gave the report.
- There were 3 new home sales in December, all owner occupied.
- Jack Crutchfield offered to engage the CABA (CV Business Association) for donations for the welcome bags. Any Board members that have anything to donate, please contact the committee.

F. Giving

- No reports.

G. Zoning

- No reports.

H. Management Report

- Dawn Archambault gave the report.
- - Two homeowners had the masonry wall removed along the Ehrlich sidewalk by the County to facilitate the replacement of the defective 24" potable water line. The homeowners have filed claims with their insurance company and Dawn Archambault has helped the homeowners and the county obtain bids for replacement. The county has requested that the wall be erected as soon as possible so the rest of the restoration can be completed.

I. Fining

- None

IX. NEXT MEETING:

The next board meeting will be held at 7:00 p.m. on Wednesday, February 28, 2024 at the Carrollwood Cultural Center, 4537 Lowell Rd.

X. ADJOURNMENT:

There being no further business to come upon the board, Andrew Titen made a motion that was seconded by Gary Lopez to adjourn the meeting at 8:22 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

Feb 29, 2024

These minutes were approved on _____.

Andrew B. Titen
Andrew B. Titen (Feb 29, 2024 10:46 EST)
Signed Name

Andrew B. Titen
Printed Name

2 1.31.24 Phase 3 MinutesRev1

Final Audit Report

2024-02-29

Created:	2024-02-29
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAA0CkFJtStkQ4tED0DN7zHTWNRDIPRbV6

"2 1.31.24 Phase 3 MinutesRev1" History

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

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 Document emailed to atiten@tampabay.rr.com for signature

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 Email viewed by atiten@tampabay.rr.com

2024-02-29 - 3:45:43 PM GMT

 Signer atiten@tampabay.rr.com entered name at signing as Andrew B. Titen

2024-02-29 - 3:46:50 PM GMT

 Document e-signed by Andrew B. Titen (atiten@tampabay.rr.com)

Signature Date: 2024-02-29 - 3:46:52 PM GMT - Time Source: server

 Agreement completed.

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