



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

DATE: Wednesday, July 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 7:00 PM on July 31, 2024, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Marlene Harper
Gary Lopez
Frank Mazzie
Andrew Titen

Directors Absent:

Jessica Magrill – excused
Anne Whitaker - excused

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist
Gerald Appleby, CPA

Guests Present:

Ligia Rodriguez
Jane Case

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

III. APPROVAL OF MINUTES – June 26, 2024, Meeting Minutes

Suzanne Fernandez made a motion to approve the June 26, 2024, Meeting Minutes as presented. Andrew Titen seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

None

V. RATIFICATION of ARC REQUESTS:

Gary Lopez made a motion to ratify the ARC requests as discussed in the ARC meeting, except for #6 and #7. Frank Mazzie seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Gerald Appleby-Presentation of 2023 Financial Statements

- Gerald Appleby presented the audit of the 2023 financial statements.
- The audit of the financial statements was clean, and it was shown that the statements are in compliance with GAAP.

VII. NEW BUSINESS

A. Fieldstone Bids

- Suzanne Fernandez made a motion to approve Fieldstone Proposal #19212 for \$28,967 for landscape around the tennis courts to be paid from reserves. Chris Wojcik seconded the motion. **All in favor, motion passed.**
- Gary Lopez made a motion to approve Fieldstone Proposal #19158 for \$9,000 for inlet rip wrap on pond #2. Andrew Titen seconded the motion. **All in favor, except for Chris Wojcik and Marlene Harper, motion passed.**

B. Tree Removal Bids

- Andrew Titen made a motion to approve Bay Site Works proposal for the removal of a fallen dead pine tree in the pond behind Turner Trace for \$1,500. Chris Wojcik seconded the motion. **All in favor, motion passed.**

C. Tennis Court Rules Sign

- Signarama: \$366
- Suzanne Fernandez made a motion to approve the quote from Signarama for the tennis court rules sign. Frank Mazzie seconded the motion. **All in favor, motion passed.**

D. Replacement of Playground Equipment

- Suzanne Fernandez made a motion to have Dawn Archambault engage an inspector to inspect the playground equipment as soon as possible, not to exceed \$2,750. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- Andrew Titen made a motion to approve repairs on any playground equipment that needs immediate attention, not to exceed \$3,000. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

E. Wellington Association Revitalization

- The Board is working to reactivate Wellington's sub association documents that had expired. Part of the process includes getting 51% of the subdivision owners to vote "yes" to the revitalization.
- Andrew Titen made a motion to approve \$500 for initial mailings to Wellington owners and residents informing them of the revitalization. Frank Mazzie seconded the motion. **All in favor, motion passed.**

F. Fining Recommendations

5002 Rolleston - Storage Unit

- Gary Lopez made a motion to send the violation above to the fining committee. Andrew Titen seconded the motion. **All in favor, motion passed.**

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

- A. Financials
- Suzanne Fernandez gave the report.
 - Financial reports are caught up.
 - Dawn Archambault will reach out to accounting about the error in the aging report.
 - Andrew Titen made a motion to write off any amounts under \$10 on the aging report and prepaids. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**
- B. Grounds/Landscape/Parks/Ponds
- Suzanne Fernandez gave the report.
 - There has been an algae problem with the ponds but Cross Creek Environmental is working on a 6-week remediation plan.
- C. Communications
- Chris Wojcik
 - July newsletter will be out this week.
- D. Carrollwood Village Park
- No reports.
- E. Welcome
- Chris Wojcik gave the report.
 - There were 3 sales in June, 2 of which were owner occupied.
- G. Giving
- No reports.
- H. Zoning
- No reports.
- I. Management Report
- Dawn Archambault gave the report.
 - 2025 budget draft will be given to the Board in the next few weeks.
- J. Fining
- None

IX. NEXT MEETING:

The next board meeting will be on Wednesday, August 28, 2024, at 7:00 p.m. 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 8:39 PM. **All in favor, motion passed.**

Respectfully Submitted,

Rachel Wilton, For the Secretary

These minutes were approved on August 28, 2024.

Andrew Titen
Andrew Titen (Aug 29, 2024 20:39 EDT)

Signed Name

Andrew Titen
Printed Name






Agenda/July 25, 1995

Final Audit Report

2024-08-30

Created:	2024-08-30
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAiNOCF2TWX3h9IEE2GiIW_f0E1-mxFiKU

"Agenda/July 25, 1995" History

-  Document created by Dawn Archambault (darchambault@greenacre.com)
2024-08-30 - 0:28:15 AM GMT
-  Document emailed to Andrew Titen (atiten@tampabay.rr.com) for signature
2024-08-30 - 0:28:19 AM GMT
-  Email viewed by Andrew Titen (atiten@tampabay.rr.com)
2024-08-30 - 0:37:30 AM GMT
-  Document e-signed by Andrew Titen (atiten@tampabay.rr.com)
Signature Date: 2024-08-30 - 0:39:43 AM GMT - Time Source: server
-  Agreement completed.
2024-08-30 - 0:39:43 AM GMT