



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

DATE: Wednesday, October 30, 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 October 30, 2024, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Chris Wojcik
Jessica Magrill
Frank Mazzie
Anne Whitaker
Marlene Harper

Directors Absent:

Gary Lopez – Excused
Andrew Titen – Excused

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Charles Campbell
Geo White
John King

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

III. APPROVAL OF MINUTES – September 25, 2024, Meeting Minutes

Suzanne Fernandez made a motion to approve the September 25, 2024, Meeting Minutes as presented. Frank Mazzie seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

John King: Owner reports a down tree from hurricane that is association property. They requested that the tree be left, and the owner will take responsibility for care. The board agreed to let the owner do this.

V. RATIFICATION of ARC REQUESTS:

Suzanne Fernandez made a motion to ratify the disapproval of the ARC application at 5062 Barrowe Dr and 5001 Chattam Ln, with all other applications remaining pending. Anne Whitaker seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

- A. Engagement Letter for Beneficial Ownership Interest Reporting
 - Due to new government regulations, the Board must comply with beneficial ownership interest reporting.
 - The Board will need to provide all the required info to Dawn Archambault who will forward to Gerald Appleby at Marsocci, Appleby & Company. They will file the report with the government to ensure good standing. A \$275 fee is incurred for this service.
- B. 2025 Proposed Budget
 - Suzanne Fernandez made a motion to approve the 2025 proposed budget at the November 20th Board Meeting. Frank Mazzie seconded the motion. **All in favor, motion passed.**
 - The Board will be collecting donations from the membership for hurricane clean-up.
- C. 2025 Hillsborough County Tree Grant
 - Suzanne Fernandez made a motion to approve an application for up to \$4,000 for the 2025 Hillsborough Tree Grant. Frank Mazzie seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

- A. Burrington Easement Gate Bid
 - Tabled; Dawn Archambault will get additional quotes for the gate to be replaced instead of repairing it.
- B. Fieldstone Bids
 - Suzanne Fernandez made a motion to approve Fieldstone Proposal for \$1,240.77 for irrigation. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- C. Tree Removal Bids
 - Fieldstone: Tree Clean Up Work for Milton: \$19,000
 - Bay Site Works: Emergency Tree Removal on Burrington: \$9,000
- D. Hurricane Milton Clean Up
 - Fieldstone: Clean Up for Helene: \$27,975.
 - Fieldstone: Clean Up for Milton: \$28,000.
- E. Fining Recommendations
 - None
- F. Lien Foreclosure
 - Suzanne Fernandez made a motion to move forward with the lien foreclosure regarding Tanel Law Group File # 2070_240012. Jessica Magrill seconded the motion. **All in favor, motion passed.**

VIII. REPORTS FROM COMMITTEES AND MANAGEMENT: PHASE III SPECIFIC

- A. Financials
 - Suzanne Fernandez gave the report.
- B. Grounds/Landscape/Parks/Ponds
 - Suzanne Fernandez gave the report.
 - The committee did a drive around with Fieldstone to identify problem areas post hurricanes. They also did a drive around with the pond company.
 - Dawn Archambault will schedule another drive around with Fieldstone.
- C. Communications
 - No reports.

- D. Carrollwood Village Park
 - Jack Crutchfield gave the report.
 - Next Event: Gasparilla Car Show: December 14th.
- E. Welcome
 - Chris Wojcik gave the report.
 - In September, there were 3 sales, all of which were owner occupied.
- F. Giving
 - No reports.
- G. Zoning
 - No reports.
- H. Management Report
 - No reports.
- I. Fining
 - No reports.
- J. Wellington Revitalization Committee
 - No reports.

IX. **NEXT MEETING:**

The next board meeting will be on Wednesday, November 20, 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, Frank Mazzie made a motion that was seconded by Chris Wojcik to adjourn the meeting at 7:52 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 11/21/24.

Andrew B. Titen
Andrew B. Titen (Nov 21, 2024 08:06 EST)
Signed Name

Andrew B. Titen
Printed Name







2 10.30.2024 Phase III Minutes

Final Audit Report

2024-11-21

Created:	2024-11-21
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoFd-9k_TF2A7uHh7YXBACeKjBHp5ZoQ7

"2 10.30.2024 Phase III Minutes" History

-  Document created by Dawn Archambault (darchambault@greenacre.com)
2024-11-21 - 1:55:38 AM GMT
-  Document emailed to Andy Titen (atiten@tampabay.rr.com) for signature
2024-11-21 - 1:55:42 AM GMT
-  Email viewed by Andy Titen (atiten@tampabay.rr.com)
2024-11-21 - 1:04:57 PM GMT
-  Signer Andy Titen (atiten@tampabay.rr.com) entered name at signing as Andrew B. Titen
2024-11-21 - 1:06:22 PM GMT
-  Document e-signed by Andrew B. Titen (atiten@tampabay.rr.com)
Signature Date: 2024-11-21 - 1:06:24 PM GMT - Time Source: server
-  Agreement completed.
2024-11-21 - 1:06:24 PM GMT