



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
September 25, 2024**

I. CALL TO ORDER

Chris Wojcik, Vice President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:05 p.m. on September 25, 2024 at Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL, 33618.

II. ROLL CALL

Directors Present:

Chris Wojcik – Vice President
Suzanne Fernandez – Treasurer
Marlene Harper – Director
Gary Lopez – Director
Jessica Magrill – Director
Frank Mazzie – Director
Anne Whitaker – Director

Directors Absent:

Jack Crutchfield
Andy Titen

Staff Present:

Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary

Guests Present:

Charlie Campbell
Daniel Guild
John Wells

III. APPROVAL OF MINUTES

Gary Lopez made a motion to approve the August 28, 2024 meeting minutes as submitted. Anne Whitaker seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS

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

None

V. RATIFICATION OF ARC REQUESTS

Jessica Magrill made a motion to ratify approval of the following 9/25/24 ARC requests as presented: items 2, 6, 7, 8, 9, 12, 15, 17, 18, 20, 21, 22, & 26, and to deny the unapproved items as follows: 3, 5, 10, 11, 14, 16, & 25. Anne Whitaker seconded the motion. **All in favor, motion passed.** Remaining items not indicated above have been returned for additional information.

VI. UNFINISHED BUSINESS

A. Ponds Update

Suzanne Fernandez gave the update. Cross Creek Environmental continues to treat ponds for hydrilla/overgrowth issues.

B. Fall Fest

Suzanne Fernandez gave the update. The Fall Fest will be held at the Carrollwood Cultural Center on 10/5/24 from 9am-5pm. Volunteers are needed for the following shifts: 9am-11am, 11am-1pm, 1pm-3pm, and 3pm-5pm.



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September 25, 2024

VII. NEW BUSINESS

A. Engagement Letter for Beneficial Ownership Information Reporting

Suzanne Fernandez gave the update. Marsocci & Appleby CPAs are preparing the engagement letter for the initial reporting that must be filed by 12/31/24. Item will be included on next Board agenda for approval.

B. Fieldstone Bids

Suzanne Fernandez made a motion approve Fieldstone Tree Care proposal 869484 dated 9/19/24 in the amount of \$2,275.00 for deadwood pruning along Burrington. Frank Mazzie seconded the motion. **All in favor, motion passed.**

C. Tree Removal Bids

Suzanne Fernandez made a motion to approve Fieldstone Tree Care proposal 871964 dated 9/24/24 in the amount of \$4,285.00 for Laurel Oak removal and stump grinding on Burrington. Jessica Magrill seconded the motion. **All in favor, motion passed.**

D. Fining Recommendations

Gary Lopez made a motion to approve sending the 12 violations indicated on the 9/25/24 Fining Recommendation report for fining. Marlene Harper seconded the motion. **All in favor, motion passed.**

E. 2025 Budget Approval Schedule

Proposed schedule is as follows (subject to change):

- Board budget draft approval meeting – 10/30/24
- Zoom town hall call for the membership – 11/6/24 at 11:00am, and 11/7/24 at 7:00pm
- Board budget ratification meeting – 11/20/24
- 2025 coupons mailed – week of 12/2/24

Board comments and suggestions should be given to Suzanne Fernandez or Andy Titen as soon as possible. Board changes to the proposed budget should be provided to Dawn Archambault no later than 10/7/24 for the 10/14/24 notification mailing.

VIII. REPORTS FROM MANAGEMENT AND COMMITTEES

PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report.

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

The tennis court re-opening ceremony will be held 9/28/24 from 11am-1pm for Phase 3 residents.

Suzanne Fernandez, Chris Wojcik, and Dawn Archambault continue to meet with Fieldstone on a monthly basis to perform a walk-through review of the property. There is also a quarterly meeting with the executive committee, Jessica Magrill, and Fieldstone reps.



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C. Communications (Fernandez)

Newsletter is on schedule to be released at the beginning of October.

D. Carrollwood Village Park (Fernandez)

No additional updates at this time.

E. Welcome (Wojcik)

Chris Wojcik gave the report. There were five home sales in the month of August.

F. Giving (Wojcik)

The Giving Committee would like to consider donations towards tennis court benches, a pergola, or playground enhancements.

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 membership is reminded that the next regular meeting will be held 11/20/24.

I. Fining (Archambault)

No additional items at this time.

J. Wellington Revitalization Committee (Fernandez)

Five members have come forward to volunteer for the revitalization committee. The next meeting will be next week.

IX. NEXT MEETING

The next regular Board meeting will be held at 7:00 p.m. on Wednesday, November 20, 2024 at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room, and will be a budget approval meeting.

X. ADJOURNMENT

There being no further business to come before the Board, **the meeting was adjourned by acclamation at 7:45pm.**

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on 11/02/24.

Andrew Titen
Andrew Titen (Nov 2, 2024 10:23 EDT)

Signed

Andrew Titen

Printed Name


Phase III September Approved Meeting Minutes

Final Audit Report


2024-11-02

Created:	2024-11-01
By:	Dawn Archambault (darchambault@greenacre.com)
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"Phase III September Approved Meeting Minutes" History

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 Signer Andy Titen (atiten@tampabay.rr.com) entered name at signing as Andrew Titen

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

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 Agreement completed.

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