



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

DATE: Wednesday, January 8, 2025
TIME: ARC Meeting 6:30 PM followed by Board Meeting 7:00 P.M.
PLACE: Carrollwood Cultural Center, 4537 Lowell Road, Tampa, FL 33618

BOARD OF DIRECTORS MEETING AGENDA

I. CALL TO ORDER:

Chris Wojcik, Vice President, called The Carrollwood Village Phase III Board of Directors Meeting and Architectural Review Committee Meeting to order at 7:00 PM on January 8, 2025, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Chris Wojcik
Suzanne Fernandez
Marlene Harper
Gary Lopez
Frank Mazzie
Anne Whitaker
Andrew Titen

Directors Absent:

Jack Crutchfield – Excused
Jessica Magrill - Excused

Guests Present:

Jane Case
Mary McCarty
Bob Mantler
Charlie Campbell
Barbara Jordan
Sue Hollis

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

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

III. APPROVAL OF MINUTES – November 20, 2024, Meeting Minutes

Suzanne Fernandez made a motion to approve the November 20, 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:

Suzanne Fernandez made a motion to ratify the approval of the ARC applications presented. Andrew Titen seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

- A. Burrington Easement Gate Replacement Bids
 - Tabled, Dawn Archambault will have the bids revised to include a warranty on the installation.
- B. Hurricane Clean Up Update
 - There are still stumps that need to be removed on Burrington & West Village. The Board will permit individuals and residents to remove that wood themselves and pay for the remainder to be removed later this month.
- C. Lien Foreclosures
 - Suzanne Fernandez motion to approve four lien foreclosures as presented. Andrew Titen seconded the motion. **All in favor, except for Frank Mazzie, motion passed.**

VII. NEW BUSINESS

- A. Fieldstone Bids
 - Anne Whitaker made a motion to approve Fieldstone Proposal #19978 for \$1,630 for tree removal at 5006 Garrick Ct. Frank Mazzie seconded the motion. **All in favor, motion passed. Andrew Titen abstained from the vote.**
 - Andrew Titen made a motion to approve Fieldstone Proposal #20138 for \$2,946 for relandscaping at the Stonegate entrance. Anne Whitaker seconded the motion. **All in favor, motion passed.**
 - Frank Mazzie made a motion to approve Fieldstone Proposal #20139 for \$1,773 for tree replacement on Barrowe Rd. Andrew Titen seconded the motion. **All in favor, motion passed.**
 - Frank Mazzie made a motion to approve Fieldstone Proposal #935580 for \$1,455 for tree removal in Turner Trace. Gary Lopez seconded the motion. **All in favor, motion passed.**
- B. Fining Recommendations
 - Suzanne Fernandez made a motion to send all violations presented to the fining committee. Andrew Titen seconded the motion. **All in favor, motion passed.**
- C. Architectural Fountains Quarterly Maintenance Agreement
 - Suzanne Fernandez made a motion to approve the 2025 contract with Architectural Fountains for quarterly maintenance. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- D. Wall Painting Bids West Village Drive Near Stonegate
 - Tabled.

VIII. REPORTS FROM COMMITTEES AND MANAGEMENT:

PHASE III SPECIFIC:

- A. Financials
 - Suzanne Fernandez gave the report.
 - Andrew Titen suggests the Board send a “Thank You” letter to homeowners who donated additional funds for the Phase III Hurricane Relief Fund.
- B. Grounds/Landscape/Parks/Ponds
 - Suzanne Fernandez gave the report.
- C. Communications
 - Chris Wojcik gave the report.
 - Articles are due January 25th for the February newsletter.

- The committee would like Greenacre Properties to report on the coupon mailing issues and their plans to ensure it won't happen again with future mailings.
- D. Carrollwood Village Park
 - Suzanne Fernandez gave the report.
 - Participation at events has been high.
 - February 23rd: Taste of Carrollwood
- E. Welcome
 - Chris Wojcik gave the report.
 - In December, there were 7 sales, 2 of which were owner occupied.
 - Welcome bags through November 2024 have been delivered.
- F. Giving
 - Andrew Titen gave the report.
 - The committee thanked Anne Whitaker for hosting the Phase III holiday party.
- G. Zoning
 - Marlene Harper gave the report.
- H. Management Report
 - Dawn Archambault gave the report.
 - Carrollwood Cultural Center staff will be informed to arrange the monthly meeting room in a U shape.
 - The Board discovered an unhoused community on association property. Dawn Archambault has contacted HCSO and authorized them to issue trespassing notices to those individuals.
- I. Fining
 - None.
- J. Wellington Revitalization Committee
 - No reports.

IX. NEXT MEETING:

The next board meeting will be on Wednesday, January 29, 2025, 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, Chris Wojcik made a motion to adjourn the meeting at 7:54 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on Jan 30, 2025.

Jack Crutchfield
Jack Crutchfield (Jan 30, 2025 16:16 EST)
Signed Name

Jan 30, 2025
Printed Name

Agenda/July 25, 1995

Final Audit Report

2025-01-30

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