



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

DATE: Wednesday, July 26, 2023
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 26, 2023, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

Jack Crutchfield
Suzanne Fernandez
Marlene Harper
Andrew Titen
Jessica Magrill
Gary Lopez

Directors Absent:

Frank Mазzie – Excused
Chris Wojcik – Excused
Anne Whitaker – Excused

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Linda Shanker – Stonegate
Ian Lanning – Waterfall
Russell Tillson – Bradbury
Pat Higgins – Wolcott
Jane Case – Cypress Trace

Pattie White – Cypress Trace
Sabrina Placeres – Chestersall

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

III. APPROVAL OF MINUTES – June 28, 2023 Meeting Minutes

Suzanne Fernandez made a motion to approve the June 28, 2023, Meeting Minutes as presented. Andrew Titen seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

- Russell Tillson: Speaks on landscape issues in Turner Trace.

V. RATIFICATION of ARC REQUESTS:

- Suzanne Fernandez made a motion to ratify the approval of all ARC applications presented, except for fencing at 13701 Sun Ct. and 5005 Barrowe Pl which need surveys with proposed location of the fence and gate(s). Andrew Titen seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Arete Industries Sign Replacement Bid

- Painting of Signs at Ehrlich and Burrington: \$870
- Signage for Wellington & Concrete Ring Repair: \$5,243
- Suzanne Fernandez made a motion to approve the bids from Arete Industries for sign replacements and repairs. Andrew Titen seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

A. Fieldstone Bids

- Andrew Titen made a motion to approve the bid from Fieldstone for a stuck valve repair on Sussex Way for \$1,525. Gary Lopez seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for special fertilization on the Crepe Myrtle trees for \$2,035. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for a treatment on the declining palms at Burrington Park for \$309. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for mulching for \$11,592. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for lateral leak irrigation repairs for \$5,641. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for repairs to broken rotor and spray heads for \$9,937. Andrew Titen seconded the motion. **All in favor, motion passed.**
- Irrigation Repairs: Rotors and Lateral Breaks: 1,049
- Suzanne Fernandez made a motion to approve the bid from Fieldstone for rotor and lateral leak irrigation repairs for \$1,049. Andrew Titen seconded the motion. **All in favor, motion passed.**

B. Tree Removal Bids

- Suzanne Fernandez made a motion to approve the bid from Fieldstone for tree removal for \$4,000. Andrew Titen seconded the motion. **All in favor, motion passed.**

- C. BOD Approval for Matching Funds up to \$4,000 for 2024 Hillsborough County Tree Grant
 - Suzanne Fernandez made a motion to approve matching funds up to \$4,000 for the 2023/2024 Hillsborough County Tree Grant. Andrew Titen seconded the motion. **All in favor, motion passed.**
- D. Sidewalk Repair Bids for the Basketball Courts
 - Andrew Titen made a motion to approve the bid from Rose Paving for sidewalk repairs at the two basketball courts for \$5,457. Jessica Magrill seconded the motion. **All in favor, motion passed.**
- E. Fining Recommendations
 - 5009 Addison - Remedy Discolored Chimney Area
 - 14106 Fennsbury - Remove Portable Air Conditioning Unit
 - 14120 Fennsbury - Underperforming Lawn
 - 14314 Kellingrew Place - Trim Palm Trees/Remove Dead Palm Fronds

Suzanne Fernandez made a motion to send all violations 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.
 - The Board received the June Financials.
- B. Grounds/Landscape/Parks/Ponds
 - Suzanne Fernandez gave the report.
 - The landscape committee meets every 2 weeks with Fieldstone to review problems.
 - Ponds are treated every 2 weeks.
 - Residents are reminded not to trim the buffers around the ponds.
- C. Communications
 - Suzanne Fernandez gave the report.
 - The newsletter is with the publisher for this month's issue.
- D. Welcome
 - Suzanne Fernandez gave the report.
 - No home sales in June, so no welcome packages were given out.
- E. Giving
 - No reports.
- F. Zoning
 - No reports.
- G. Management Report
 - Template for the budget draft received by Dawn Archambault. The template will be shared with the Board when CAM returns from vacation.
- H. Fining
 - Violation report in Board packet.

IX. NEXT MEETING:

The next board meeting will be held at 7:00 p.m. on Wednesday, August 30, 2023 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 to adjourn the meeting at 7:50 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on Sep 1, 2023.

Andrew B Titen
Andrew B Titen (Sep 1, 2023 12:09 EDT)
Signed

Andrew B Titen
Printed


3 07.26.23 Phase 3 MinutesRev2

Final Audit Report


2023-09-01

Created:	2023-09-01
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGOE7OCsrlnSjOvLmmRSw1ANLLYYnU0nK

"3 07.26.23 Phase 3 MinutesRev2" History

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

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

2023-09-01 - 3:03:16 PM GMT

 Email viewed by atiten@tampabay.rr.com

2023-09-01 - 4:07:47 PM GMT

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

2023-09-01 - 4:09:28 PM GMT

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

Signature Date: 2023-09-01 - 4:09:30 PM GMT - Time Source: server

 Agreement completed.

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