



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

DATE: Wednesday, September 27, 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 September 27, 2023, at the Carrollwood Cultural Center.

II. ROLL CALL:

Directors Present:

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

Directors Absent:

Anne Whitaker

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Russell Tillson – Turner Trace
Susan Sandberg – Stonegate
Aleesha Mundra-Diamond
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It was noted that the meeting was properly noticed as required by Florida statutes.

III. APPROVAL OF MINUTES – August 31, 2023 Meeting Minutes

Andrew Titen made a motion to approve the August 31, 2023, Meeting Minutes as presented. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

A. Comments from Homeowners (3 minutes time limit)

Russell Tillson: Owner asks the Board for information on the TECO project in front of Turner Trace. Dawn Archambault explains that she called, and they were working on upgrading light poles.

Aleesha Mundra: Owner raises concerns regarding the Florida Highway Patrol officer stationed on Lowell. The Board explains that this area is outside of Phase III jurisdiction.

V. RATIFICATION of ARC REQUESTS:

- Gary Lopez made a motion to approve the ARC applications as presented, except for 5003 Rolleston and 4960 Cypress Trace. Frank Mazzie seconded the motion. **All in favor, motion passed.**

VI. UNFINISHED BUSINESS:

A. Hillsborough County Tree Grant

- Grant was submitted. The Board is awaiting approval.

B. Boundary Wall Painting Bid

- Carlson Construction: \$20,850
- Andrew Titen made a motion to approve the bid from Carlson Construction, with revisions to the contract stating that any seams 6 months from the caulking will be repaired. Suzanne Fernandez seconded the motion. **All in favor, motion passed.**

VII. NEW BUSINESS

A. Fieldstone Bids

- Proposal #639478: Removal of 3 Dead Sycamore Trees along West Village: \$8,450
- Andrew Titen made a motion to approve the proposal from Fieldstone, with revisions to the proposal stating that the stumps will be grinded, sod will be added, and limbs will be hauled away. Jessica Magrill seconded the motion. **All in favor, Chris Wojcik abstained, motion passed.**

B. Tree Removal Bids

- Bay Site Works: Dead Pine Tree Removal at East of Stonegate: \$975
- Andrew Titen made a motion to approve the bid from Bay Site Works for dead pine tree removal at East of Stonegate. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- Bay Site Works: Dead Pine Tree Removal at Burrington: \$1,200
- Andrew Titen made a motion to approve the bid from Bay Site Works for dead pine tree removal at Burrington. Gary Lopez seconded the motion. **All in favor, motion passed.**

C. Paint Committee and Hiring Spiral Design Consulting

- Spiral Design Color Consulting: 2,000
- Proposal is for 18 new color schemes. They will include body, trim, and accent colors.

- Gary Lopez to renegotiate terms within the proposal regarding payment, number of colors provided, and color change information.
- Andrew Titen made a motion to approve the proposal from Spiral Design Consulting. Gary Lopez seconded the motion. **All in favor, except for Marlene Harper. Chris Wojcik abstained. Motion passed.**
- D. Fining Recommendations
 - None.
- E. October Fall Fest Volunteers Needed
 - October 21st, 2023, from 10am to 5pm.
 - Board volunteers needed to work at the booth. Dawn Archambault will send a sign-up sheet via email to the Board.
- F. Discussion of Lien Foreclosures
 - Suzanne Fernandez made a motion to foreclose on all homes presented, except for 5310 Ridgewell. Andrew Titen seconded the motion. **All in favor, motion passed.**
- G. S & S Boring Estimates
 - Estimate #8080: Diamond Head and Sussex Way: \$4,080.
 - Andrew Titen made a motion to approve the estimate from S & S Boring. Suzanne Fernandez 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.
 - PS. Fieldstone sent an email addressing the Cypress trace entrance. They have stated that during the plant installation there was a break in a pipe. This added to the problem of killing off the plants. When they added more irrigation time to the zone it ended up breaking the line completely from the extra run time. The association is not being billed for any irrigation or plant replacements.
- C. Communications
 - Suzanne Fernandez gave the report.
 - The newsletter is ready for final edits and will be released in the next few weeks.
- D. Welcome
 - Chris Wojcik gave the report.
 - 9 new sales from August 1-August 31, 1 of which was not owner occupied.
- E. Giving
 - Andrew Titen gave the report.
 - The committee has approved the purchase and placement of a new memorial bench.
 - The bench is expected to be delivered at the end of October.
- F. Zoning
 - No reports.
- G. Management Report
 - No reports.

- H. Fining
- None.

IX. **NEXT MEETING:**

The next board meeting will be held at 7:00 p.m. on Wednesday, October 25, 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 8:30 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on Oct 26, 2023.

Jack Crutchfield
Jack Crutchfield (Oct 26, 2023 09:49 EDT)

Signed

Jack Crutchfield

Printed


3 09.27.23 Phase 3 MinutesRev1


Final Audit Report

2023-10-26


Created:	2023-10-26
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