



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
April 27, 2022**

I. CALL TO ORDER

Jack Crutchfield, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:00 p.m. on April 27, 2022 at Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:

Jack Crutchfield – President
Chris Wojcik – Vice President (via Zoom)
Suzanne Fernandez – Treasurer
Frank Mazzie – Secretary
Marlene Harper – Director
Andrew Titen – Director
Mike Jenkins – Director
Jessica Magrill – Director

Directors Absent:

Chris Rule – Director

Guests Present:

Dawn Archambault, GPI
Laura Salgado, GPI Recd. Secretary
Jane Case, Cypress Trace
Gary Lopez, Buckingham
Jessica Estes, Brynn Mawr
Pat Higgins, Wolcott
Patti Young, Brynn Mawr (Zoom)
Sean Gilmore, Buckingham (Zoom)
Linda Fobes, Cypress Trace (Zoom)
Michael Tarris, Wolcott (Zoom)
John Wells, Diamond Head (Zoom)
Mario Reyes, Chattam (Zoom)

III. APPROVAL OF MINUTES

Suzanne Fernandez made a motion to approve the March 30, 2022 meeting minutes with no changes. Frank Mazzie seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

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

Jessica Estes – Brynn Mawr – collection policy/procedures input

V. UNFINISHED BUSINESS

A. 2022 Hillsborough County Grant (Fernandez)

The flagpole dedication and volunteer planting will be held on 5/28/22 beginning at 8:00am.

B. Community Standards (Crutchfield)

Residents will be sent a final draft for review/input and a final committee meeting will be held prior to the June Board meeting and Standards acceptance.

C. Violation Policy (Crutchfield)

Suzanne Fernandez made a motion to approve acceptance of the revised violation policy as written. Mike Jenkins seconded the motion. **All in favor, the motion passed.**



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
April 27, 2022

D. Bill West Rock Dedication (Fernandez)

The dedication of the “William ‘Bill West’ Pond” will take place on 4/30/22; all Phases contributed a shared portion to the purchase of the boulder and dedication plaque.

VI. NEW BUSINESS

A. Fieldstone Quotes (Fernandez)

Andy Titen made a motion to accept Fieldstone proposal #12324, dated 3/24/22, in the amount of \$849.90 for the palm stump grinding and philodendron root removal behind 14154 Fennsbury Dr. Suzanne Fernandez seconded the motion. **All in favor, the motion passed.**

Frank Mazzie made a motion to accept Fieldstone proposal #12323, dated 3/24/22, in the amount of \$2,719.63 for landscaping installation near Chattam Ln and Sussex Way. Andy Titen seconded the motion. **All in favor, the motion passed.**

Andy Titen made a motion to accept Fieldstone proposal #12542, dated 4/21/22, in the amount of \$1,676.85 for material cutback and landscape refurbishment at the Cypress Trace monument sign. Marlene Harper seconded the motion. **All in favor, the motion passed.**

Fieldstone proposals #12313, #12315, and #12483 were tabled for seasonal appropriateness/re-bidding.

B. Tree Removal Quotes (Fernandez)

Andy Titen made a motion to accept the Bay Site Works proposal dated 4/22/22 in the amount of \$750.00 for dead pine cutting, stump grind, and removal on Sussex Way near Khilani Ct. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

Frank Mazzie made a motion to accept the Bay Site Works proposal dated 4/22/22 in the amount of \$1,200.00 for dead pine cutting, stump grind, and removal near the Chardonnay wall. Andy Titen seconded the motion. **All in favor, the motion passed.**

C. Roof Replacement – John Miley Park Storage Building (Crutchfield)

Tabled pending additional research.



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
April 27, 2022

D. CertaPro Painting Bids (Fernandez)

Frank Mazzie made a motion to accept CertaPro Painters proposal #JOB-1332-2028, dated 4/13/22, in the amount of \$600.00 for graffiti removal on the South Village wall. Suzanne Fernandez seconded the motion. **All in favor, the motion passed.** Jessica Magrill will research obtaining cameras to prevent further vandalism.

Marlene Harper made a motion to accept CertaPro Painters proposal #JOB-1332-2047, dated 4/13/22, in the amount of \$1,675.00 for wall touch-up at Cypress Trace. Andy Titen seconded the motion. **All in favor, the motion passed.**

E. 14224 Village Terrace Dr Tankel Letter

Suzanne Fernandez made a motion to authorize Tankel Law Group to proceed with foreclosing the claim of lien on the referenced property in accordance with TLG letter dated 3/4/22. Frank Mazzie seconded the motion. **All in favor, the motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES
PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report; the Board will continue to limit expenditures to remain aligned with the approved budget.

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

Additional RFPs are being obtained and should be completed by 5/13/22.

C. Communications (Fernandez)

Suzanne Fernandez gave the report. Suzanne and Chris Wojcik look forward to working alongside the new Communications chair for Phase I, Stacey Caporicci.

D. Welcome Committee/Welcome Wagon (Wojcik)

No updates at this time.

E. Community Patrol (Mazzie)

Frank Mazzie is working with Dawn Archambault to review Allied invoicing and reporting more thoroughly to eliminate discrepancies.

F. Executive (Crutchfield)

No updates at this time.

G. Management Report (Archambault)

The upcoming Annual Meeting will be held both in-person and on Zoom to enable more resident participation.



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
April 27, 2022

H. County Parks / VISTA Gardens (Crutchfield)

The car show at Carrollwood Village Park and Open House at VISTA Gardens are finalizing details for their events on 4/30/22.

I. Carrollwood Cultural Center (Crutchfield)

Nothing to report.

J. Nominating Committee Annual Meeting Mail Out Update (Wojcik)

Chris Wojcik noted that there are currently four candidates running for the three open positions, and packets will be going out to homeowners early next month.

VIII. NEXT MEETING

The Annual Meeting will be held at 7:00 p.m. on Wednesday, May 25, 2022 at Carrollwood Cultural Center, 4537 Lowell Rd, as well as via Zoom.

XI. ADJOURNMENT

There being no further business to come before the Board, Jack Crutchfield made a motion to adjourn. Andy Titen seconded the motion. All in favor, Jack Crutchfield called the meeting to adjournment at 8:20 p.m.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on _____.

Signed

Printed Name