



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.  
MONTHLY BOARD OF DIRECTORS  
MEETING MINUTES  
January 30, 2019**

**I. CALL TO ORDER**

William West, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:00 p.m. on January 30, 2019 at Carrollwood Cultural Center (C.V. Community Room), 4537 Lowell Rd, Tampa, FL 33618.

**II. ROLL CALL / NOTICE OF MEETING**

**Directors Present:**

William West – President  
Suzanne Fernandez – Treasurer  
Susan Gerig – Secretary  
Frank Mazzie – Director  
Phillip Clark – Director  
Jack Crutchfield – Director  
Mike Jenkins – Director  
Marlene Harper - Director

**Directors Absent:**

Dan Martucci

**Guests Present:**

Megan Diaz, GPI Recording Secretary  
Van Chandler, GPI  
Sonja Seery, GPI  
Denise Holly, Wolcott  
Chris Rule, Buckingham  
Leonard Sixt, Chattam  
Louis Betz, Windemere  
Linda Fobes, Cypress Trace  
Janine Chechanover, Buckingham

**III. APPROVAL OF MINUTES**

Mike Jenkins made a motion to approve the November 29, 2018 Board of Directors and ARC meeting minutes. The motion was seconded by Jack Crutchfield. **All in favor, the motion passed.**

**IV. PRESENTATIONS**

Louis Betz gave the report on the Shopping Center Next Steps. There is currently a lawsuit with the County, but the association has a good case. There is a developer that is under contract. The homeowners association needs to think about what we want to see in this area. Information will be placed in the newsletter and the association will follow up with a survey and email blast to notify all residents. Suzanne Fernandez will work with Louis Betz. William West made a motion to address the charter school issue our community strongly continues to oppose. We are in favor of the concept of developing the wooded lot in accordance to future development with a shopping center that is compatible with our community and quality of life. The motion was seconded by Frank Mazzie. **All in favor, motion passed.**

**V. UNFINISHED BUSINESS**

**A. Update on Insurance Policy Cancellation** – Van Chandler gave the report. The association will be checked out on February 7, 2019.

**VI. NEW BUSINESS**

**A. Discuss/Pass a Resolution on School Board Selling of Ben Hill Property** – William West made a motion to address the selling of Ben Hill Property. Our community strongly opposes the Ben Hill property being transformed into an area that will produce loud noises and have a negative impact to our neighborhood. The motion was seconded by Frank Mazzie. **All in favor, motion passed.**



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**VI. NEW BUSINESS (continued)**

- B. Discuss/Approve Site and Expense for Sandra Harrington Memorial** –William West gave the report. Suzanne Fernandez made a motion to take some space on the south side of West Village and West of the east Sussex to plant a tree and place a bench in memory of Sandra Harrington.  
The mulch and bench will be contributed by the other two phases. The motion was seconded by Susan Gerig. **All in favor, motion passed.**
- C. Discuss Finding a Phase III Board Candidate to the Cultural Center** – William West gave the report. We are currently waiting to hear back from the Cultural Center. We proposed the candidate money should be waived and to have the representative on the committee report back to the board and oversee all of the events.
- D. Discuss 5310 Ridgewell Ct Assessment Delinquency** – Van Chandler gave the report. Currently waiting on payment. Following up with Tankel to discuss adding the delinquent fees to the lien. Tabled until next month.

**VII. REPORTS FROM MANAGEMENT AND COMMITTEES**

- A. Financial** – Van Chandler gave the report. The association currently has \$188,000.00 in funds. In December of 2018 we had prepaid assessments of \$151,000.00. There was approx. \$30,000.00 remaining from last year.
- B. Management/Violations** – No report.
- C. Review/Approve 14111 Stonegate ARC – New Metal Roof** – Discussed at the ARC meeting.
- D. Landscape** – Suzanne Fernandez gave the report. April 27<sup>th</sup> we will have pond cleanup day. Residents will be able to sign up to participate. At a later date, we will look into contributions for pizza. Three former pine tree stands on Sussex Way will be a prototype “pollinator gardens”. They will be planted in late spring. In regards to the tree canopy replacement, no action will be taken until the rainy season starts. The Association is going to replant the medians and mulch that have been run over.
- E. Communications** – Suzanne Fernandez gave the report. The website is currently being revamped to make it easier to navigate. There are a few board members that need to submit head shots for the website. William West would like to add in the newsletter that all boundary walls are owned by the resident not the HOA. The HOA is only responsible maintenance for the exterior (street facing) surface and the vines.
- F. Nominating Committee** – Suzanne Fernandez gave the report. A few applications have been received. There are (3) board of director seats that are filled by election each year. The three directors whose term is over who wish to be remain on the BOD will need to submit an application as well. All applications are due to Van Chandler on the February 14, 2019 at 5:00pm. Van Chandler will be giving the applications to the members of the committee. Beginning on February 18<sup>th</sup>, 2019 until March 4, 2019, the committee will be getting together to collaborate and ask questions about the candidates. On March 6<sup>th</sup>, 2019 there will be a discussion on the candidates. Lastly, on March 27, 2019 the board will be asked to approve the ballots. On April 8, 2019 the annual notices and proxies will be dropped in the mail and will need to be returned by May 1, 2019. Van Chandler will be looking into the quorum threshold for the annual meeting.



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**VII. REPORTS FROM MANAGEMENT AND COMMITTEES (continued)**

**G. Welcome Committee** – Suzanne Fernandez gave the report. There have been two meetings of the committee. Welcome bags and business cards have been purchased. Total expense for these items was less than \$500. Phase II and Phase III will be using the same bags. All (3) Phases will have the same material placed in the welcome bags. The committee will be reaching out to the buyers' realtors to make sure the new homeowners are residents before delivering the bag. The ARC review form is going in the bag along with information about the website. The welcome committee needs (2) volunteers from Chardonay and (2) from Sussex.

**VIII. REPORTS FROM MANAGEMENT AND COMMITTEES VILLAGE WIDE**

**A. Executive Committee** – William West gave the report. The Executive Committee met with Paul at the Cultural Center.

**B. VISTA Gardens** – William West gave the report. There will be an event on Saturday February 2, 2019 at Urban Roots. The front entrance is being redone and Eagle Scouts are going to help build. Money was received from Bonefish to build a picnic pavilion.

**C. Carrollwood Cultural Center** – Discussed earlier in the meeting.

**D. Carrollwood Park Conservancy** – Jack Crutchfield gave the report. The committee meets the first Monday of each month at 5:00pm. Anyone can come and talk prior to the meeting. Carrollwood Village Park Amphitheater is being constructed and the dog parks are being re-sodded. The ideas being discussed are a pump track instead of a skate park, nature center, challenge course, splash pad and this will be completed in 2019. Currently, there are (3) part time rangers that work at the park.

**E. Safety/Community Patrol** – Frank Mazzie gave the report. The problems continue to be nuisance related. Individuals parking on the grass, boats in driveways but there are no complaints on the service. There have been a lot of compliments on the friendliness of the patrols.

**F. Meet and Greet February 16, 2019 Carrollwood Cultural Center - Suzanne Fernandez** gave the report. In lieu of a holiday party, Russell Stone, Phase 2 BOD has organized a Meet & Greet at the Cultural Center. From 4:30pm-5:15pm the board of directors and their guest can all get to know one another – no business will be conducted. From 5:15pm-6:00pm is the resident's open house where they can get to meet board of directors in the auditorium. The meet and greet will be in conjunction with the food truck chocolate festival.

**G. Fishing** – Van Chandler gave the report. The board of director approved additional "Private Property – no trespassing" signs for the HOA greenspace on Burrington between Brynn Mawr and Somerset. One (1) sign to be placed on the south side of the field and (1) sign to be placed on the north side of the field behind the basketball court and par course.

**VIII. NEXT MEETING**

The next Board of Directors and meetings will be held at 7:00 p.m. immediately following the monthly Architectural Review Committee Meeting at 6:30pm, on February 27, 2019 at the Carrollwood Cultural Center C.V. Community Room, 4537 Lowell Rd, Tampa, FL, 33618.



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**IX. ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Frank Mazzie and seconded by Mike Jenkins to adjourn the meeting at 8:53p.m. The Board unanimously approved the motion.

Respectfully submitted,  
Secretary

These minutes were approved on \_\_\_\_\_.

Susan V. Gerig  
Signed

SUSAN V. GERIG  
Printed Name