



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
February 27, 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 6:58 p.m. on February 27, 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
Dan Martucci – Director
Frank Mazzie – Director
Phillip Clark – Director
Jack Crutchfield – Director
Mike Jenkins – Director

Directors Absent:

Marlene Harper
Susan Gerig

Guests Present:

Van Chandler, GPI
Megan Diaz, GPI Recording Secretary
Sonja Seery, GPI
Val Larson, Windemere
Mario Reyes, Chattam
Leonard Sixt, Chattam
Ryan Kulyic, Buckingham
Bonnie Leedy, Wolcott
Chris Wojak, Buchingham
Carolina Gallo, Stonegate

III. APPROVAL OF MINUTES

Mike Jenkins made a motion to approve the January 27, 2019 Board of Directors and ARC meeting minutes. The motion was seconded by Suzanne Fernandez. **All in favor, the motion passed.**

IV. PRESENTATIONS

N/A

V. UNFINISHED BUSINESS

- A. Discuss 5310 Ridgewell Ct Assessment Delinquency** – Van Chandler gave the report. The Board needs to decide how to move forward. A payment plan has been offered, but the homeowner has not confirmed. Tankel Law Group will need to send one last email to follow up with the family and send the correspondence by certified mail. Tankel will need to have the homeowners family copied on the email and letter.
- B. Discuss/Approve Site and Expense for Sandra Harrington Memorial** – Van Chandler gave the report. Phase I has approved a \$300.00 budget and Phase II will discuss at their March BOD meeting.

VI. NEW BUSINESS

- A. Discuss/Approve Independent Tree Service Proposal for “Mama Oak”** – Van Chandler gave the report. Suzanne Fernandez made a motion to approve proposal number 3114 in the amount of \$1,900.00 to fertilize and spray the Mama Oak on Sussex Way. The motion was seconded by Mike Jenkins. **All in favor, motion passed.**
- B. Discuss Appointment of ARC to Replace VP Martucci** – Dan Martucci gave the report. Mike Jenkins is now the new chair. All ARC’s will go to Mike for approval.



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
February 27, 2019**

VI. NEW BUSINESS (continued)

- C. Discuss Solicitation Ordinances and laws** – Van Chandler gave the report. If a resident has solicitors, call security and they will come and verify they are registered with the County.
- D. Nominating Committee: Ratify Candidates** – Suzanne Fernandez gave the report. Susan Gerig will not be running for re-election. There are now (3) three candidates running, current board members, Frank Mazzie and Marlene Harper and Chris Rule from Buckingham has been vetted by the Committee. He has been a very active resident. Suzanne Fernandez made a motion to approve the slate of candidates: Frank Mazzie, Marlene Harper and Chris Rule. The motion was seconded by Mike Jenkins. **All in favor, motion passed.** The material for the Annual Meeting will be mailed on April 8th or April 9th. The packet will contain the letter, bios, agenda and the proxy card. The outside of the envelope will contain a stamp stating “Proxy Enclosed” and to “Please return by May 1st”. We will let the residents know that the proxies will be accepted up until the time of the meeting. Van Chandler will look into the pricing of the mailing with the stamp.
- E. Discuss Reserve Study** – Van Chandler gave the report. The budget is for \$2,900.00 and the quote was for \$4,250.00. The retainer is \$2,125. It will take (2) months before the study comes back. Per the Board, Van Chandler will collect two more bids and add the trees, sprinkler system, benches, picnic tables, waste receptacles, doggy comfort stations and the lighting for the entrances.
- F. Discuss Formation of Committee to Modifying Master Documents** – Amanda Uliano gave the report. In order to change the quorum, the bylaws and articles of incorporation need to be changed. Currently, the bylaws by the board and articles of incorporation need to receive 65% of the total votes casted by proxy or a membership meeting. The recommendation is to go down to 20%. The recommendation also includes developing a committee including a member of the chair and a few homeowners to work together on a proposal on what needs to be changed. We need to see if sub associations need to be updated. Van Chandler will send a list of sub associations to Amanda Uliano. Amanda Uliano will be looking into the rules and regulations. Suzanne Fernandez made a motion to form a committee to modify master documents. The motion was seconded by Frank Mazzie. **All in favor, motion passed.**
- G. Discuss 14332 Village View Dr Boundary Wall Issue** – Amanda Uliano gave the report. If the boundary wall is not common property, the responsibility for the boundary wall is twofold. Outside of the wall is the responsibility of the Association. Replacement of the wall falls into the responsibility of the homeowner to the adjacent wall. There are no guidelines to what they can do so they need to contact the ARC. The recommendation is to have a survey to determine whose property the wall is on. Van Chandler will contact a vendor to get a survey completed.



CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
February 27, 2019

VII. REPORTS FROM MANAGEMENT AND COMMITTEES
PHASE III SPECIFIC

- A. Financial**– Van Chandler gave the report. 87 people have paid within the last couple of weeks. \$39,827.73 is outstanding.
- B. Management/Violations** – Van Chandler gave the report. The steps to notify delinquent owners has been added to the packet.
- C. ARC Committee: Review/Approve 14111 Stonegate ARC – New Metal Roof** – The ARC committee has requested more clarification and turned down the horizontal fence.
- D. Landscape** – Suzanne Fernandez gave the report. The Ponds Committee has been very active between the three (3) Phases. The goals are community outreach, county engagement and to educate the homeowners. March 9, 2019 there will be a table at the Carrollwood Market from 10:00am – 2:00pm. Volunteers to sit at booth are needed. Pond health will be discussed. The booth is being organized by Phase III Residents Val Larsen and Bonnie Leedy. On April 27, 2019 there will be a Village wide pond clean up and we will be weighing garbage and seeing what team gets the most garbage. The pilot pollinator beds are scheduled to be installed by May 2019. The medians have been replanted. Most of the planting will be done in May as that is when we have the greatest success.
- E. Communications** – Suzanne Fernandez gave the report. Articles are needed by Tuesday March 5th. We would like homeowners to bring up a topic or ask question. There are 425 residents from Phase I; 316 from Phase II and 479 from Phase III that are signed up to receive the newsletter. There was a switch in this month’s data showing 53% of homeowners used the desktop and 47% used a mobile device to open the newsletter. We have approximately a 59% - 65% open rate. We seem to get the best results if the newsletter goes out during the week.
- F. Nominating Committee** – Discussed earlier in the meeting.
- G. Welcome Committee** – Suzanne Fernandez gave the report. The committee met and stuffed the bags to give out to the four (4) new residents. We have received a great response from the neighboring businesses.

VIII. REPORTS FROM MANAGEMENT AND COMMITTEES VILLAGE WIDE

- A. Executive Committee** – William West gave the report. There will be a committee that will oversee the events of the cultural center. There will be a Phase III liaison to the Cultural Center and they will only work on the events. Also, in regards to the wooded lot in front of West Village Commons Shopping Center, documents have been submitted to remove the trees. The wooded area prevents attracting good renters because of the visibility problem from Ehrlich Road.
- B. VISTA Gardens** – William West gave the report. There is now a sign up in front of the dumpster so no one will be placing anything in it. UT students came out to do volunteer work and it was a great turn out.
- C. Carrollwood Cultural Center** – Discussed earlier in the meeting.
- D. Carrollwood Park Conservancy** – Jack Crutchfield gave the report. There is another meeting Monday on March 4th. The amphitheater will be done in the next few weeks and there will be a playground and a sprinkler system. The board would like to see if there is an irrigation system in the park.



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
February 27, 2019**

VIII. REPORTS FROM MANAGEMENT AND COMMITTEES VILLAGE WIDE (continued)

E. Safety/Community Patrol – Frank Mazzie gave the report. There is no crime and the officers are consistent. When it comes to solicitors, the officers will come out and see if they have a badge. If they do not, you can tell them to leave.

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 March 27, 2019 at the Carrollwood Cultural Center C.V. Community Room, 4537 Lowell Rd, Tampa, FL, 33618.

IX. ADJOURNMENT

There being no further business to come before the Board, a motion was made by Mike Jenkins and seconded by William West to adjourn the meeting at 9:00 p.m. The Board unanimously approved the motion.

Respectfully submitted,

Secretary

These minutes were approved on _____.

Susan V. Gerig
Signed

SUSAN V. GERIG
Printed Name