



**CARROLLWOOD VILLAGE HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEE
MEETING MINUTES**

August 26, 2019

I. WELCOME / CALL TO ORDER / OVERVIEW OF THE MEETING:

President Dick Woltmann of the Carrollwood Village Homeowners Association, Inc. called the monthly meeting to order at 7:00 p.m. at the Carrollwood Cultural Center, 4537 Lowell Road, Tampa, FL.

Directors Present

Steve Shirley
Susan Baxter-Gibson
Stacey Caporicci
Jennifer Grebenschikoff
Dick Woltmann
Diana Rao
Lindsey Fowkes

Directors Absent

Steve Myers
Scott Nelson
Kristine Glein

Guests

Van Chandler, GPI
Sonja Seery, GPI
Tracy Preston, GPI
Bernadette Storck, Pine Lake Garden
Barbara Mahlmeister, Pine Lake Garden
Bob Sheehan, Rolling Green
Callen Sapien, Top of the Village

II. APPROVE MINUTES OF PRIOR MEETING:

The motion was made by Jennifer Grebenschikoff to approve the June 24, 2019 meeting minutes with the correction to page 1 showing "crossway" is replaced with "crosswalk". The motion was seconded by Steve Shirley. **All in favor, motion passed.**

III. PRESENTATIONS:

A. Comments from Homeowners (Three Minute Limit)

- a. Barbara Mahlmeister spoke on crosswalks and the FHP presence that has made a positive impact on South Village Drive speeding.
- b. Bob Sheehan indicated that he does not want an outright ban on basketball hoops. Would like the Board of Directors to write an enforceable policy on types of acceptable hoops. Would also like to establish a neighborhood watch.

IV. ITEMS FOR CONSIDERATION/DECISION:

- A. **Discuss/Approve Executive Board Slate from the Nominating Committee** – Dick Woltmann made a motion to recommend Callen Sapien to fill the Board of Directors seat vacated by Scott Thomas and complete his term. The motion was seconded by Diana Rao. **All in favor, motion passed.**
- B. **a. Discuss/Consider Committee and Areas of Responsibility Assignments** – Dick Woltmann announced a new Events Committee with Steve Shirley and Stacey Caporicci as Co-Chairs. Dick Woltmann asked Callen Sapien to create a vision for Phase 1 strategy and actions based on the previous survey of homeowners to present at the next Board meeting.
 1. Landscape Committee: Rao, Chair; Glein; Grebenschikoff; Davison
 2. Safety/Lighting Committee: Shirley, Chair
 3. Dan Ruskiewicz Field Committee: Nelson, Chair; Glein; Caporicci; Sapien
 4. CVHOA Phase I Events Committee: Caporicci, Co-Chair; Shirley, Co-Chair
 5. Carrollwood Cultural Center Events Committee: Baxter-Gibson, Chair; Myers
 6. Legal Committee: Myers, Chair
 7. Communications Committee: Fowkes, Chair; Sapien
 8. Carrollwood Country Club Liaison: Woltmann
 9. Vista Gardens Liaison: Grebenschikoff
 10. Carrollwood Cultural Center Liaison: Baxter-Gibson
 11. Outreach Committee: Thomas, Chair; Glein



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IV. ITEMS FOR CONSIDERATION/DECISION (CONTINUED):

- b. Discuss/Approve Committee Expenses-** Dick Woltmann gave the report. Before expenses are incurred, Board approval is required. Steve Shirley made a motion to approve \$100.00 per year for the Outreach Expense. The motion was seconded by Susan Baxter- Gibson. **All in favor, motion passed.**
- C. AR Committee: Discuss/Approve Phase 1 ARC Color Palette Book** - Sonja Seery gave the report. ARC Color Palette Book will be posted on website as a downloadable guideline. Guidelines include acceptable and unacceptable paint colors, fencing, walkways, driveways, gates and roofs. Homeowner must still get ARC approval. Jennifer Grebenschikoff thanked Sonja Seery for the ARC Color Palette Book and noted this may necessitate changes to the Community Standards. This will be an addition to the Association's documents and will seek legal advice. Jennifer Grebenschikoff made a motion to approve ARC Color Palette Book. Diana Rao seconded the motion. **All in favor, motion passed.**
- D. Dan Ruskiewicz Field Committee: Discuss/Approve ACoT Amendment to the Original Renewal of Contract** - Van Chandler gave the report. Renew contract with ACoT for one (1) year to allow for transition. Jennifer Grebenschikoff made a motion to renew ACoT contract under current term. The motion was seconded by Callen Sapien. **Six in favor, Steve Shirley-Nay, motion passed.**
- E. Dan Ruskiewicz Field Committee: Discuss/Approve Fieldstone Proposal #779 for Dan Ruskiewicz Field Irrigation Totaling \$3,357.06** - Van Chandler gave the report. The forty (40) year old irrigation wiring has virtually disintegrated and separated leaving no electrical current to many zone sections. ACoT should not be responsible for repair due to the system was not in pristine condition when they assumed control of the field. Van Chandler recommends using Recreation Field account funds to replace irrigation wiring and create more zones. Jennifer Grebenschikoff made a motion to pay Fieldstone \$3,357.06 from Recreation Field account funds. The motion was seconded by Lindsey Fowkes. **All in favor, motion passed.**
- F. Levying of Fines for Violations** - Van Chandler presented the Board with two (2) homeowners who have not brought their property up to community standards. The following homeowner(s) have received the Violation Notification Letters:
- King, Tammy of 14504 Brambie Court** (rental property) currently has two (2) violations as follow:
- 1a).** Remove/remedy two (2) temporary basketball hoops
 - 1b).** Remedy dead sod
- Discussion ensured about course of action against the non-compliant homeowner(s).**
On a motion made by Jennifer Grebenschikoff the BOARD hereby levies a fine, pending confirmation by the Fine Review Committee. This motion was seconded by Diana Rao. **All in favor, motion passed.**
- Sauer, Kenneth of 14520 Nettle Creek Rd** has one (1) violation as follows:
- 2a).** Remedy Mildew on House.
- Discussion ensured about course of action against the non-compliant homeowner(s).**
On a motion made by Jennifer Grebenschikoff the BOARD hereby levies a fine, pending confirmation by the Fine Review Committee. This motion was seconded by Diana Rao. **All in favor, motion passed.**



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- G. Discuss/Approve Letter to Homeowners of Top of the Village (Responsible Party)** - Van Chandler gave the report. Van Chandler would like approval from the Board to send a letter to all homeowners Top of the Village regarding the recent "hit and run" incident causing wall and sign damage. Homeowner at 14601 Village Glen is responsible for absorbing repair costs which total nearly \$4,700.00. Letter would ask the community to help find who hit the wall. Dick Woltmann asked for Board consensus to give permission to send letter to all Top of the Village homeowners. No motion necessary. **All Board members were in favor to send the letter.**
- H. Safety/Lighting Committee: Discuss/Approve Carlevale Top of the Village Jack & Bore New Electric Line** - Van Chandler gave the report. Lighting at both entrances are shorting out. Newly installed circuit breaker did not correct issue. Carlevale Electric misunderstanding Van's request for an estimate only for Board approval, but Carlevale Electric installed a new electrical line underneath Village Glen Circle; work is complete. Van Chandler asks for retroactive approval from the Board to make \$2,530.00 payment to Carlevale Electric. Jennifer Grebenschikoff made a motion to approve retroactive payment. The motion was seconded by Susan Baxter-Gibson. **All in favor, motion passed.**
- I. Safety/Lighting Committee: Discuss/Approve Additional FHP Funding** Steve Shirley gave the report. FHP currently covers 250 shifts per year, leaving 115 shifts uncovered. FHP funding is currently at \$60,290 per year. Steve Shirley recommends increasing FHP budget to \$70,000.00 per year. The increase will allow for 40 additional FHP patrols. Funds from Retained Earnings account to be used for increase. Steve Shirley made a motion for funding increase. This motion was seconded by Jennifer Grebenschikoff. **All in favor, motion passed.**
- J. Write-off of A/R Balance per Association Attorney due to Safe Harbor as follows:** Van Chandler gave the report. Per Susan Baxter-Gibson, motion to write off balances for 13904 Hayward Place and 14510 Clifty Court passed at June 24, 2019 meeting. Diana Rao made a motion to write off balance of \$1,116.00 for 13301 Meadowwood Ct. This motion was seconded by Lindsey Fowkes. **All in favor, motion passed.**
- 1). 13301 Meadowwood Ct of \$1,116.00;
 - 2). 13904 Hayward Place of \$1,744.45 (write-off occurred June 24, 2019 meeting);
 - 3). 14510 Clifty Ct for \$1,411.46 (write-off occurred June 24, 2019 meeting).

V. ITEMS OF INFORMATION:

A. MANAGEMENT

1. Financial (Chandler)
2. Management Report / Crime Mapping (Chandler)

Insurance Quotes:

Three Insurance Agencies are still working on obtaining insurance quotes for comparison purposes. The sticking point is finding carriers that will insure the Association's having an armed FHP officer and being paid directly by the Association. The insurance agencies contacts are: Scarr Insurance, Roney Insurance and Mitchell Insurance. The quotes should be ready for Board consideration at the September meeting.



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V. ITEMS OF INFORMATION (CONTINUED):

B. ARCHITECTURAL REVIEW COMMITTEE (Grebenschikoff)

ARC met once in July and approved five requests (one exterior stone, one repaint, one garage door, one solar panel & new roof, one paver) and disapproved two requests (one house paint and one front door paint). ARC met once in August and approved four requests (two house paint, one front window, one repaint front door). ARC to meet August 29th to review (six new roofs, one fence, one repaint, one fence-paver-repaint).

C. LANDSCAPE (Rao)

Landscape Report August 2019. Diana Rao reported new member Dr. Bill Davison. Jennifer Grebenschikoff, Van Chandler, Sonja Seery and the Fieldstone Landscaping CEO Chris Eastman along with his team, Bryan Stephens and Bill Ten Eyck, met on August 16th to discuss their ideas and suggestions for the future of the landscape in Phase 1. The meeting was very productive. Bob Foster, General Manager Carrollwood Country Club, agreed with our assessments of the eye sore that the hedges along Carrollwood Village Run represent and agreed to address it with his maintenance crew. Bob did caution that he would be limited in how much capital he could allocate for any improvements until next year's new budget for the Carrollwood Country Club was approved. A reminder letter was sent to Mr. Foster on 06/06/19 after no improvements had been made. The committee has asked Dick Woltmann, the HOA liaison for the Carrollwood Country Club, to reach out to Mr. Foster and see if that may get us some results. As an FYI, the Committee anticipates there will be some major costs to update the aging irrigation system. When the new 2020 budget is developed, we would like for the Board to consider creating a new line item titled "Irrigation Reserve Fund" so we can begin the process of building reserves to meet this future expenditure.

D. SAFETY/LIGHTING COMMITTEE

(See IV. ITEMS FOR DISCUSSION/DECISION, I)

E. EXECUTIVE COMMITTEE

No report

F. LEGAL

No report. Gardner Law Group Collections and Foreclosure Reports received.

G. VISTA GARDENS (Grebenschikoff)

VISTA Gardens is reopening after a successful Summer Shutdown. All gardeners are now preparing beds for seed and seedling planting of fall fruit and veggie crops. Member potluck lunch scheduled for Sat Sept 7. Land lease was renewed with the County

H. CARROLLWOOD COUNTRY CLUB (Woltmann)

Bob Foster, General Manager indicates that the Club is doing well.

I. COMMUNICATIONS COMMITTEE (Fowkes)

No report.

J. DAN RUSKIEWICZ FIELD COMMITTEE

(See IV. ITEMS FOR CONSIDERATION/DECISION, D, E)

The relocation of the infrastructure is almost complete. The four inch reclaimed water line has been relocated. Valves and sprinkler heads are in the process of being relocated. This was approved by Van Chandler because it was less than his authorized threshold at \$1,500.00 at \$1,495.00



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V. ITEMS OF INFORMATION (CONTINUED):

K. OUTREACH COMMITTEE

Welcome Committee

New welcome bags have arrived.

Outreach

This Saturday marks the 2nd Bi-Monthly Leadership Coffee for the sixteen (16) HOAs within Phase I. Last month was very well received. (If it is permitted with our non-profit status, it would be great to have a small budget to pay for the coffee at these meetings... Say \$100-\$125).

Lighting

Village Cove LED Lighting is installed and looking great. Village Cove is thrilled!!

The Carrollwood Country Club southern entry is on the VC east circuit and Club GM Bob Foster is very pleased with Phase One's and VC's cooperation, as he finally has a lit entry.

Village Green LED Lighting has been unanimously approved, but we are waiting for the VG power source to heal from a car accident. Progress should be made in the next thirty (30) days.

Twin Lakes LED Lighting will vote on their lighting at their September 9th Board meeting. We need CVPH1 approval for expending monies here. There is no cooperative power source for the East Entry. If there was the cost would be \$2,140.89 (or \$1,070.45 for CVPH1 & TW). With no power source, jack and bore is required and the cost goes to \$3,659.89 (\$1,829.95 each for CVPH1 & TW). I believe the Board would have to approve the additional \$759.50 if approved by TW, this will complete the individual HOA lighting projects. Remaining are the entries at Nettle Creek Road and Golf Club Lane. We have multiple home ownership changes, but still believe we can accomplish both.

Steve Shirley made a motion to approve payment of \$759.50 to complete HOA lighting projects (not including Nettle Creek Road and Golf Club Lane entrances. The motion was seconded by Susan Baxter-Gibson. **All in favor, motion passed.**

L. CARROLLWOOD CULTURAL CENTER LIAISON

No report.

VI. NEXT BOARD & BUDGET MEETING: The next regular Board & ARC meeting is scheduled for Monday, September 30, 2019, 7:00 p.m. at the Cultural Center (CCC), Village Community Room to be preceded by the ARC meeting at 6:30 p.m.

VII. ADJOURNMENT:

There being no further business to come before the Board, a motion was made by Dick Woltmann to adjourn. The motion was seconded by Steve Shirley. The motion was carried unanimously. The meeting adjourned at 8:15p.m.

Respectfully submitted,
Tracy Preston, For the Secretary

These minutes were approved unanimously at the September 30, 2019 Board meeting on a MOTION

made by JENNIFER GREENECHIKOFF first and DANA RAO second.

Minutes approved on September 30, 2019

Diana Rao
Diana Rao, Secretary