



CARROLLWOOD VILLAGE HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEE
MEETING MINUTES
August 31, 2020

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 5:08p.m. via Zoom Video/Audio Conference.

Directors Present

Steve Shirley
Steve Myers
Dick Woltmann
Jennifer Grebenschikoff
Diana Rao
Callen Sapien
Kristine Glein (late)

Directors Absent

Stacey Caporicci
Scott Nelson
Susan Baxter-Gibson
Lindsey Fowkes

Guests

Van Chandler, GPI
Sonja Seery, GPI
Tracy Preston, GPI
Amanda Uliano, Gardner Law Group
Joann Burkhardt, Monaco Gardens

II. APPROVE MINUTES OF PRIOR MEETING:

A motion was made by Jennifer Grebenschikoff to approve the August 3, 2020 Special Meeting Minutes with no corrections. The motion was seconded by Steve Shirley. **All in favor, motion passed.**

III. PRESENTATIONS:

A. Comments from Homeowners (Three Minute Limit – Meeting Policy Guidelines Included) –
No Report.

IV. ITEMS FOR CONSIDERATION/DECISION:

A. Amanda Uliano, Association Attorney; Re: Declarations Renewal. Amanda Uliano gave the report. Amanda discovered a unique issue with the Declarations of five (5) villages in Phase I while reviewing the Declarations for inconsistencies. Unusual term provisions are included in the Supplemental Declarations for Mid-Village, Hayward Place, Cypress Run, Units 4, 5 & 7 and Unit 6. These five (5) Supplemental Declarations provide a term expiration date of December 31, 2020 unless 2/3 of the members in the communities approve the term extension. The Master and other Supplemental Declarations provide an automatic renewal; these five (5) villages do not. Cypress Run is slightly different than the other four (4) communities; 2/3 of its members are required to renew the restrictions and ¾ of all members are needed to amend. The other four (4) communities require the same 2/3 for amendment. If the five (5) Supplemental Declarations are not renewed or amended to change term provisions, the Association will not have authority to enforce restrictions in those villages. A motion was made by Jennifer Grebenschikoff to proceed with the process to amend and renew the Supplemental Declarations. The motion was seconded by Diana Rao. **All in favor, motion passed.** Amanda will prepare the Amendment provision to automatically renew, the Renewal letter and FAQ. Amanda also recommends including stamped envelopes addressed to Gardner Brewer Monfort-Martinez Law Group to encourage member voting. Amanda also recommends a Town Hall meeting sometime in October 2020.



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IV. ITEMS FOR CONSIDERATION/DECISION (continued):

- B. Discuss/Approve ACoT Contract Provisions.** Amanda Uliano gave the report. Amanda reviewed the ACoT contract and revised it to remove the security provision and include a 9:00pm stop time. This a three (3) year contract without automatic renewal and a termination provision of thirty (30) days.
- C. Discuss/Approve Improving Contract Processes.** Amanda Uliano gave the report. Amanda recommends taking a vendor proposal and have the association draft the contract. She also recommends receiving at least three (3) bids for every work order over \$5,000.00. Long term contracts or contracts over \$10,000.00 should be reviewed by the Association's attorney to give the Association flexibility and safety as an added measure of protection. Smaller contracts and purchase orders are usually ok to act upon without the attorney reviewing them.
- D. Discuss/Approve Brandon Electric Quote of \$6,638.44 to Upgrade Panel Box.** Van Chandler gave the report. The current panel box is at least thirty-five (35) years old and needs to be replaced as a safety precaution.
A motion was made by Jennifer Grebenschikoff to approve the quote, as proposed. The motion was seconded by Diana Rao. **All in favor, motion passed.**
- E. Discuss/Approve ARC Addition of New Fence Type.** Jennifer Grebenschikoff gave the report. A motion was made by Diana Rao to approve ARC addition of a new fence type. The motion was seconded by Callen Sapien. **All in favor, motion passed.**
- F. Discuss/Approve Upbeat Furniture Quote for \$4,969.75 [Includes \$915 Labor].** Van Chandler gave the report. A motion was made by Steve Shirley to approve the quote, as proposed, for three (3) trash containers and two (2) benches. The motion was seconded by Callen Sapien. **All in favor, motion passed.**
- G. Discuss/Approve Accurate LED Lighting of Pub Place Ligustrum for \$450.00.** Steve Shirley gave the report. This matter has been tabled until the next meeting to allow the Board to give a blanket proposal to include lighting in other entrances in Phase I.
- H. Discuss/Approve FHP Traffic Monitoring Increase.** Steve Shirley gave the report. The State of Florida has changed its travel allowance. In order to bring Troopers in to work and staff appropriately, an increase from \$240.00 to \$275.00 per shift is necessary. A motion was made by Steve Shirley to approve the increase. The motion was seconded by Jennifer Grebenschikoff. **All in favor, motion passed.**
- I. Discuss/Approve Idea of a Carrollwood Village App for Smartphones.** Callen Sapien gave the report. Callen has researched several Apps as a baseline for what's available. A Smartphone App would drive communication; notify members of crime and other changes within the community. Many pricing and hosting options are available and are worth exploring for community engagement.



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V. ITEMS OF INFORMATION:

A. MANAGEMENT

1. Financial – Van Chandler gave the report.
2. Management Report / Crime Mapping – Van Chandler gave the report.

B. ARCHITECTURAL REVIEW COMMITTEE – Jennifer Grebenschikoff gave the report.
ARC-Information Only

ARC meetings have been held via phone conference each month.
June 30- 15 applications reviewed (a new monthly record!).
August 4- 10 applications reviewed.

C. LANDSCAPE COMMITTEE- Diana Rao gave the report.

AUGUST 2020 Landscape Committee Report

Soccer Field Recommendations

The committee agrees with the recommendations made by our insurance carrier and presented to us by Van to place multiple signs throughout the soccer field complex with the following warnings:

- 1). “No Swimming in the Pond” we would like to see at least 2 of these signs.
One on the S. Village Side of the Complex, close to the pond and one on the Casey Road side of the complex.
- 2). A sign stating that only “Village Residents & Invited Guests Are Permitted to “Use the Field”.
- 3). A sign forbidding motorized vehicles or golf carts on the soccer field.

AMENITIES at the Dan Ruskiewicz Field

The landscape committee would like board approval for the quote from “From Upbeat Site Furnishings Company in the amount of \$4,054.00 for the placement of two (2) benches and three (3) trash cans.

As per Van’s recommendation, one trash container will be used for the Pickleball Courts to replace the nasty one that currently resides there. Another trash container will be located between the two benches on the west wide of Casey Rd., across from Village West with the third on S. Village Drive to replace the rusted out can at that location.

The committee has directed Van to ask Fieldstone what flowers & plants will be included in the fall rotation at the north & south main entrances to the village. As of the writing of this report, I don’t have an answer to this question.

In the next several months we hope to have some more details about forming & implementing a “giving/appreciation fund” as they have done in Phase 3. According to Suzanne Fernandez, Treasurer Phase 3, this program has been very successful among Phase 3 residents. This program would encourage and give our Phase 1 residents the opportunity to honor loved ones or commemorate life by donating benches, trees, or other such amenities in honor of their loved ones. Stay tuned for more information on this program.

Overall, the committee has been extremely pleased with the attention, and maintenance of all the common areas and with the responsiveness to any requests made to Fieldstone.

AUGUST Fieldstone Landscape Report

I. ACCOMPLISHMENTS

- Finished Vines trimming throughout Phase I; Casey Road to be completed before or at the end of August.
- Removed Large Pine tree infested with Boring Beetles behind 14655 and 14657 Village Glen Circle.
- Completed Vine removal of screens along Top of the Village Wall.



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- V. ITEMS OF INFORMATION (continued):**
- C. LANDSCAPE COMMITTEE (continued)**
- I. ACCOMPLISHMENTS**
- Weeded lake bank at soccer field.
 - Repair (2) zone line leaks along sidewalk at main entry, Walgreens truck ran over grass. Zones 12 and 17 on the Palmwood Dr timer.
 - Repair/replace (14) 6" heads along Carrollwood Village Run from Village Presbyterian Church to Greenfield Mid-Rise wall side of road.
 - Continue to weed flower beds and islands through Phase I.
- I. SEPTEMBER EXPECTATIONS**
- Will replace 130 Mixed Pentas in north and south side of main entrance. Performing soil sample at main entrance on the north side and south side flower beds. Send Proposal for Tree lifts through Phase I. Keep an eye on Live Oak tree that was struck by lightning.
- D. SAFETY/LIGHTING COMMITTEE – Steve Shirley gave the report.**
- FLOCK SAFETY:**
Steve will be meeting with a Flock Safety Installation Team tomorrow for placement of some cameras.
- FLORIDA HIGHWAY PATROL:**
FHP Shift Cost Increase: FHP per shift charge is \$275 per shift from \$240.
Phase 1 Safety remains within budget for 2020/2021.
(See **ITEMS FOR CONSIDERATION/DECISION, H.**)
- LIGHTING:**
(See **ITEMS FOR CONSIDERATION/DECISION, G.**)
- E. EXECUTIVE COMMITTEE - Dick Woltmann gave the report.**
No report.
- F. LEGAL COMMITTEE**
No report. Gardner Brewer Martinez-Monfort Collections and Foreclosure Reports received.
- G. VISTA GARDENS – Jennifer Grebenschikoff gave the report.**
VISTA now has 60 (count 'em, 60!) 4'x16' raised beds as we begin the Fall planting season. All beds are being used and we have a waiting list of people who want to join the current gardeners. By the end of August, we expect that an open pavilion with a roof will be completed. Our website (vistagardentampa.org) has been updated and many new educational features are available, such as a helpful video series on prepping your bed for planting, the proper placement of plants in your bed, how to use seed tape and seeds and information on using trellis systems.
- H. CARROLLWOOD COUNTRY CLUB LIAISON - Dick Woltmann gave the report.**
Golf rounds very strong. Catering has been severely affected by pandemic, but booking solid business for spring 2021. Membership sales are up significantly. Golf is “the only game in town“ at least for now. Overall club is vibrant and healthy. Vandalism has decreased but still ongoing. CCC has not hired off duty police yet; it’s rather expensive.



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V. ITEMS OF INFORMATION (continued):

I. COMMUNICATIONS COMMITTEE

No report. Website Analytics Report from 07/01/20 through 07/31/20 and 08/01/20 thru current available upon request.

**J. DAN RUSKIEWICZ FIELD COMMITTEE – Report submitted.
COMPLETED PROJECTS:**

Damaged fence section has been ordered Thursday, August 20, 2020.

Dyser Plumbing completed the backflow installation, Friday July 24, 2020.

Brandon Electric completed the installation of new pole and electric boxes on Tuesday, August 4, 2020.

ACoT was recommended to continue with field usage and the Board approved at their Monday, August 3, 2020 Special meeting.

FUTURE PLANS:

Open House with food trucks;

Replacement of outdated lighting.

K. OUTREACH COMMITTEE - Kristine Glein gave the report.

Welcome Committee

All welcome bags have been distributed.

Outreach

No report.

L. CARROLLWOOD CULTURAL CENTER LIAISON – Report submitted.

Executive Director's August 2020 Report received and included in Board packet.

Bottom line is as long as the payroll protection loans are forgiven the CCC will end the year with about a \$30,000 deficit; otherwise it will be close to \$100,000 and that is not good.

VI. NEXT BOARD & BUDGET MEETING: The next regular Board meeting is scheduled for Monday, September 28, 2020, 5:00 p.m. via Zoom video/audio conferencing.

VII. ADJOURNMENT:

There being no further business to come before the Board, a motion was made by Diana Rao to adjourn. The motion was seconded by Callen Sapien. The meeting adjourned at 6:09p.m.

Respectfully submitted,
Tracy Preston, For the Secretary

These minutes were approved unanimously at the September 28, 2020 Board meeting on a MOTION

made by Jennifer Grebenschikoff first and Steve Shirley second.

Minutes approved on September 28, 2020

Diana Rao
Diana Rao, Secretary