



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
SEPTEMBER 29, 2021**

I. CALL TO ORDER

Jack Crutchfield, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:02 p.m. on September 29, 2021 at Carrollwood Cultural Center, 4537 Lowell Road, Tampa, FL 33618, Carrollwood Village Room.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:

Jack Crutchfield - President
Chris Wojcik - Vice President
Suzanne Fernandez - Treasurer
Frank Mazzie - Secretary
Andrew Titen - Director
Marlene Harper - Director
Mike Jenkins – Director
Chris Rule - Director

Directors Absent:

Guests Present:

Chris Cernosek, GPI
Janet MacNealy, GPI
Laura Salgado, GPI Recd. Secretary
John Hurst, Cypress Trace
Patrick Higgins, Wolcott
Charles & Anne Whitaker, Wind. West
Charles & Karen O’Neill, Wind. West
Justine Schwartzrock, Buckingham
Jane Case, Cypress Trace
Janine Chechanover, Buckingham

III. APPROVAL OF MINUTES

Suzanne Fernandez made a motion to approve the July 28, 2021 Board of Directors meeting minutes pending typographical edits. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

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

1. Charles O’Neill provided comments regarding house paint color and palette.
2. Charles Whitaker provided comments regarding street light coloration (TECO issue).

V. UNFINISHED BUSINESS

A. Budget Timeline (Cernosek)

Budget is in closing stages and will be discussed at October budget meeting.

VI. NEW BUSINESS

A. Revisions to the Code of Conduct (Titen)

Discussion regarding confidentiality clause/time period and removal language was tabled until after October meeting with GBMM legal counsel.

B. Discuss/Approve Collection Policy (Cernosek)

Suzanne Fernandez made a motion to approve the updated collection policy as written. Mike Jenkins seconded the motion. **All in favor, the motion passed.**



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C. Discuss/Approve Request for Attorney Action (Cernosek)

1.) 5040 Cypress Trace – violation for horizontal fence

Suzanne Fernandez made a motion to proceed with attorney action. Frank Mazzie seconded the motion. Chris Wojcik denied proceeding. **Majority in favor, the motion passed.**

2.) 13719 Chestersall Dr – house painted after ARC disapproved color

Suzanne Fernandez made a motion to table attorney action following further review. Chris Rule seconded the motion. **All in favor, the motion passed.**

D. Discuss/Approve Lien Foreclosures (Cernosek)

1.) 14044 Trouville Dr – Chris Rule made a motion to approve the lien foreclosure. Suzanne Fernandez seconded the motion. All in favor, the motion passed.

Note recorded as requested by Board – the following owners have satisfied their commitments per the Tankel Law Group as of 9/27/21:

- a. 14125 Riverstone Dr
- b. 14017 Village View Dr

E. Felix Soto – Appellate Court Reversal (Cernosek)

Suzanne Fernandez made a motion not to pursue court action at the recommendation of legal counsel. Chris Wojcik seconded the motion. **All in favor, the motion passed.**

F. Discuss/Approve Bay Site Works Tree Trimming/Removal Quote (Cernosek)

Mike Jenkins made a motion to approve Bay Site Works proposal dated 9/22/21 in the amount of \$3,200.00. Andy Titen seconded the motion. **All in favor, the motion passed.**

G. Discuss/Approve Moving of the Flag Pole (Cernosek)

Suzanne Fernandez made a motion to approve removal and relocation of the flag pole as discussed. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

H. Discuss/Approve Accurate Electronics Entrance Lights Installation Quote (Cernosek)

1. West Village and Timmes – quote pending
2. Sussex and Pinnock - Andy Titen made a motion to approve Accurate Electronics quote 1493 dated 9/22/21 in the amount of \$7,109.00. Mike Jenkins seconded the motion. **All in favor, the motion passed.**

I. Discuss/Approve Crosscreek Environmental Quote #7970 – Pond #1 (Cernosek)

Suzanne Fernandez made a motion to approve Crosscreek Environmental quote #7970 dated 8/23/21 in the amount of \$9,270.00. Andy Titen seconded the motion. **All in favor, the motion passed.**



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- J. Discuss/Approve Crosscreek Environmental Quote #7005 – Pond #1 (Cernosek)**
Crosscreek Environmental quote #7005 in the amount of \$37,050.00 was disapproved, with issues to be remediated through alternative means.
- K. Discuss/Approve Crosscreek Environmental Quote #7232 – Pond #2 (Cernosek)**
Discussion was tabled pending future additional consulting with Hillsborough County / SWFWMD.
- L. Discuss/Approve 2022 Hillsborough County Grant (Fernandez)**
Frank Mazzie made a motion to match Hillsborough County dollar-for-dollar, up to \$5,000.00 with additional \$2,000.00 as needed, to relocate the flag pole and lighting / landscaping / irrigation as part of the Hillsborough County Neighborhood Identification Grant project. Mike Jenkins seconded the motion. **All in favor, the motion passed.**
- M. West Resignation (Crutchfield)**
Bill West submitted a resignation to the Board, effective Board meeting 9/29/21, vacating his remaining term as Board President due to relocation.
- N. Reorganization of Board Officers (Crutchfield)**
Suzanne Fernandez made a motion to nominate Jack Crutchfield to move from Vice President to President to fill the vacancy left by Bill West (term ending May 2024). Chris Rule seconded the motion. **All in favor, the motion passed.** Jack Crutchfield made a motion to nominate Chris Wojcik to move from Secretary to Vice President (term ending May 2023). Suzanne Fernandez seconded the motion. **All in favor, the motion passed.** Chris Wojcik made a motion to nominate Frank Mazzie to move from Director to Secretary (term ending May 2022). Mike Jenkins seconded the motion. **All in favor, the motion passed.**
Following reorganization, the Board of Directors effective September 29, 2021, now stands as:
Jack Crutchfield – President
Chris Wojcik – Vice President
Suzanne Fernandez - Treasurer
Frank Mazzie – Secretary
Marlene Harper - Director
Mike Jenkins - Director
Andy Titen – Director
Chris Rule – Director
- O. Discuss/Approve Appointment of New Board Member (Fernandez)**
Suzanne Fernandez made a motion for Chris Wojcik to vet replacement candidates for the newly vacated Director position following established guidelines. Frank Mazzie seconded the motion. **All in favor, motion passed.**
- P. Formation of a Committee to Recognize Bill West (Crutchfield)**



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Jack Crutchfield discussed plans to recognize Bill West for his service to the community and Board of Directors.

Q. Ratify ARCs July-September (Jenkins)

1. 14120 Riverstone – Garage Door – Approved 9/8/21
2. 13801 Khilani – Fence – Approved 9/13/21
3. 13701 Sun – Windows – Approved 9/13/21
4. 13701 Sun – Doors – Approved 9/13/21
5. 4904 Cypress Trace – Roof – Approved 9/13/21
6. 5020 Chattam – Paint – Approved 9/16/21
7. 13713 Halliford – Windows – Approved 9/1/21
8. 14138 Stonegate – Fence – Disapproved 8/30/21
9. 13715 Chestersall – Paint – Approved 9/1/21
10. 5014 Cypress Trace – Roof – Approved 8/31/21
11. 13719 Chestersall – Paint – Disapproved 8/24/21
12. 5062 Cypress Trace – Paint – Approved 8/26/21
13. 14138 Fennsbury – Roof – Approved 8/25/21
14. 5062 Cypress Trace – Garage Door – Approved 8/23/21
15. 14138 Fennsbury – Paint – Approved 8/19/21
16. 13622 Diamond Head – Swing Set – Approved 8/19/21
17. 13721 Halliford – Driveway/walkway Pavers – Approved 8/16/21
18. 14156 Fennsbury – Fence – Approved 8/16/21
19. 14308 Bellemont – Tree Removal – Approved 8/12/21
20. 13622 Diamond Head – Tree Removal – Approved 8/5/21
21. 14114 Hollingfare – Roof – Approved 8/4/21
22. 14308 Bellemont – Roof – Approved 8/4/21

Andy Titen made a motion to ratify ARC decisions 1-22 as listed. Chris Rule seconded the motion. **All in favor, the motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES
PHASE III SPECIFIC

- A. Financial** – Suzanne Fernandez gave the report.
- B. Grounds/Landscape/Parks** – Suzanne Fernandez gave the report.
- C. Communications** – Suzanne Fernandez gave the report. Suzanne made a motion to approve the Phase 3 share of Core Interactive proposal 21102-01 dated 9/22/21 in the amount of \$3,253.12 to complete the website redesign. Andy Titen seconded the motion. **All in favor, motion passed.**
- D. Welcome Committee** – Chris Wojcik gave the report.
- E. Community Patrol** – Frank Mazzie gave the report.
- F. Executive** – Jack Crutchfield gave the report.
- G. Documents** – No report.

- H. County Parks** – No report.



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I. Carrollwood Cultural Center – No report.

VIII. NEXT MEETING

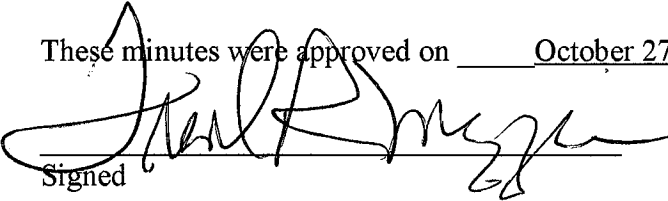
The next regular Board meeting will be held at 7:00 p.m. on Wednesday, October 27, 2021 at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room.

XI. ADJOURNMENT

There being no further business to come before the Board, a motion was made by Andy Titen and seconded by Chris Rule to adjourn the meeting at 8:41 p.m. Meeting adjourned.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on October 27, 2021


Signed

Frank Mazzie
Printed Name