CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
FEBRUARY 23, 2022

I. CALL TO ORDER

Jack Crutchfield, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:00 p.m. on February 23, 2022 via Zoom conference call.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:	Directors Absent:	Guests Present:
Jack Crutchfield – President		Dawn Archambault, GPI
Chris Wojcik – Vice President		Laura Salgado, GPI Recd. Secretary
Suzanne Fernandez – Treasurer		Jane Case, Cypress Trace
Frank Mazzie – Secretary		Linda Fobes, Cypress Trace
Marlene Harper – Director		Charles & Karen O'Neill, Windemere W
Andrew Titen – Director		Peter & Lesley Damisch, Stonegate
Chris Rule – Director		
Mike Jenkins – Director		
Jessica Magrill - Director		

III. APPROVAL OF MINUTES

Mike Jenkins made a motion to approve the January 26, 2022 and February 3, 2022 Board of Directors meeting minutes with no changes. Andy Titen seconded the motion. **All in favor, the motion passed.**

IV. PRESENTATIONS

A. Comments from Homeowners [three (3) minute time limit]
Charles & Karen O'Neill – paint color on home

V. UNFINISHED BUSINESS

A. 2022 Hillsborough County Grant (Fernandez)
Suzanne Fernandez announced that Phase III has been awarded the $5,000.00 Hillsborough County Neighborhood Mini-Grant, which will allow for completion of the flag pole enhancement project. A training call is scheduled with the County in the coming week to provide additional details.

B. Bill West Recognition Update (Crutchfield)
The plaque for the boulder has been ordered and is due to be delivered next month.

C. Community Standards (Crutchfield)
All proposed changes are on track to be sent to Amanda Uliano at GBH, with the intent of being approved at the March Board meeting.

D. Violation Policy (Crutchfield)
Work continues on the Community Standards revision with GBH; completion is expected by the end of March.

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VI. NEW BUSINESS

A. Fieldstone Proposals (Fernandez)

Mike Jenkins made a motion to accept Fieldstone proposal #11857, dated 2/10/22, in the amount of $743.87 for irrigation control valve repairs at Sussex Way and Khilane Ct. Andy Titen seconded the motion. **All in favor, the motion passed.**
Andy Titen made a motion to accept Fieldstone proposal #11856, dated 2/10/22, in the amount of $510.85 for the mainline leak repair at W Village at Beauville Ct. Marlene Harper seconded the motion. **All in favor, the motion passed.**

B. Ratification of CertaPro Painters Bid to Remove Wall Graffiti (Fernandez)

Mike Jenkins made a motion to ratify CertaPro Painters proposal #JOB-1325-4633, dated 2/16/22, in the amount of $600.00 for work already performed. Frank Mazzie seconded the motion. **All in favor, the motion passed.**

C. Rainmaker Pressure Cleaning Proposal (Fernandez)

Andy Titen made a motion to accept Rainmaker Pressure Cleaning quote #202, dated 2/11/22, in the amount of $3,220.00 for pressure cleaning work throughout the community. Chris Wojcik seconded the motion. **All in favor, the motion passed.**

D. Ratifications of Bid to Replace Wolcott Fountain Motor (Fernandez)

Suzanne Fernandez made a motion to accept the Architectural Fountains quote dated 2/2/22 in the amount of $1,890.00 to replace the motor on the Wolcott lake fountain. Andy Titen seconded the motion. **All in favor, the motion passed.**

E. Baysite and Fieldstone Pine Tree Removal Bids W. Village Near Sussex (Fernandez)

Suzanne Fernandez made a motion to accept the Bay Site Works proposal dated 2/14/22 in the amount of $700.00 for the pine tree removal with stump grinding at W Village, and reject Fieldstone proposal #11696 in the amount of $955.38 for same. Andy Titen seconded the motion. **All in favor, the motion passed.**

F. ARC Requests (Jenkins)

Frank Mazzie made a motion to ratify the 16 ARC requests approved by the ARC committee as submitted. Andy Titen seconded the motion. **All in favor, the motion passed.**

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VII. REPORTS FROM MANAGEMENT AND COMMITTEES
PHASE III SPECIFIC

A. Financials (Fernandez)

Suzanne Fernandez gave the report and noted that the variance in expenses for the month was due to the annual coupon mailing. The Board Designated Reserve Fund approved at the December 1, 2021 Board meeting has been established and will show on next month's financial statement. All vendor contracts need to be reviewed as soon as possible due to potential budget impacts, to be finalized no later than August.

B. Grounds/Landscape/Parks/Ponds (Fernandez)

Suzanne Fernandez gave the report. Monthly drive-abouts with Fieldstone to identify needed areas of improvement have resumed. The County has resumed work on the pond drainage project at the Barrowe pond.

C. Communications (Fernandez)

The deadline for Board/owner submissions to the community newsletter is March 4, 2022.

D. Welcome Committee/Welcome Wagon (Wojcik)

Chris Wojcik discussed looking into obtaining a storage unit for safekeeping of welcome bag supplies and seasonal décor.

E. Community Patrol (Mazzie)

Frank Mazzie gave the report and noted no major issues at this time.

F. Executive (Crutchfield)

Jack Crutchfield discussed Airbnb / short-term rental incidents in violation of zoning restrictions. Dawn Archambault will look to take action as needed.

G. County Parks / VISTA Gardens (Crutchfield)

A car show will be held at Carrollwood Village Park on 4/30/22; additional details are currently available on the Park Facebook page. There are no items of note regarding VISTA Gardens at this time.

H. Carrollwood Cultural Center (Crutchfield)

The annual Blues & BBQ event is scheduled for 2/26/22.

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I. Review of Committee Assignments (Wojcik)

Chris Wojcik provided an update / overview of the current open committees:
Finance – renamed to Budget
Safety – disbanded
ARC – Mike Jenkins (Chair), Frank Mazzie, Marlene Harper
Budget – Andy Titen (Chair), Suzanne Fernandez, Chris Wojcik, Frank Mazzie, resident
Communications – Suzanne Fernandez (Chair), Chris Wojcik, Lindsey Fowkes (Ph 1)
Patrol – Frank Mazzie (Chair), Suzanne Fernandez
Giving – Andy Titen (Chair), Suzanne Fernandez, Jack Crutchfield
Nominating – Chris Wojcik (Chair), Jessica Magrill, residents
Welcome – Chris Wojcik (Chair), Suzanne Fernandez, Jessica Magrill, residents
Zoning (new) – Jack Crutchfield (Chair), Marlene Harper, Frank Mazzie, Mike Jenkins
Carrollwood Village Park – Jack Crutchfield (Chair), Dawn Archambault
Documents – Suzanne Fernandez (Chair), Chris Wojcik, Marlene Harper

VIII. NEXT MEETING

The next regular Board meeting will be held at 7:00 p.m. on Wednesday, March 30, 2022 via Zoom or at Carrollwood Cultural Center, 4537 Lowell Rd, Carrollwood Village Room (depending on Covid numbers).

XI. ADJOURNMENT

There being no further business to come before the Board, Andy Titen made a motion to adjourn. Frank Mazzie seconded the motion. All in favor, Jack Crutchfield called the meeting to adjournment at 8:03 p.m.

Respectfully submitted,
Laura Salgado, For the Secretary

These minutes were approved on March 30, 2022.

Signed

Frank Mazzie
Printed Name