



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEES MEETING**

DATE: TUESDAY, May 27, 2025
TIME: 6:00 P.M.
PLACE: The Carrollwood Cultural Center, 4537 Lowell Rd., Carrollwood Village Room

MINUTES

I. CALL TO ORDER

Paul Klubek, President, called The Carrollwood Village Phase II Board of Directors Meeting and Architectural Review Committee Meeting to order at 6:00 PM on May 27, 2025, at the Carrollwood Cultural Center.

II. ROLL CALL

Directors Present:

Paul Klubek
Jerry Campbell
Adrian Madhosingh
Bonnie French
John Reynolds

Directors Absent:

Coleen Ritari
Bobby Kilgore

Guests Present:

Bob & Dana French
Adrienne Hutelmeyer
Steven Mauro

Staff Present:

Samantha Morfa, CAM
Rachel Wilton, Transcriptionist

It was noted that the meeting was properly noticed as required by Florida statutes.

III. APPROVAL OF MINUTES – April 29, 2025, and May 7, 2025, Meeting Minutes

Paul Klubek made a motion to approve the April 29, 2025, Meeting Minutes as presented. Jerry Campbell seconded the motion. **All in favor, motion passed.**

Jerry Campbell made a motion to approve the May 7, 2025, Meeting Minutes as presented. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS: HOMEOWNER OPEN FORUM (Maximum Three Minutes)

Steven Mauro: Owner discusses concerns with road resurfacing & sidewalk repair in Lennox. The owner has been working with the county for the past 10 years and has only been able to obtain grinding of the sidewalk. The Board will do more research on how to get a hold of the county to get the resurfacing completed.

Jerry Campbell made a motion to not go forward with the no trespass warrant issued from the Sherriff or a towing contract until the Board deems it a matter of high importance. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**

V. UNFINISHED BUSINESS:

- A. Fill Board Vacancy / Treasurer Position
 - Paul Klubek made a motion to appoint John Reynolds to the Board in the Treasurer position. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**
- B. Monument Cleaning Proposal
 - Jerry Campbell made a motion to approve JNS Pressure Washing Estimate #1340 for monument cleaning (excluding Avista) for \$2,450. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**

VI. NEW BUSINESS:

- A. Treasurer Position
 - John Reynolds has been appointed to the position.
- B. Board Member Solicitation
 - Paul Klubek is reaching out to potential candidates for the Board.
- C. Alexander's Property Maintenance Proposal
 - Jerry Campbell made a motion to approve Alexander's Property Maintenance Estimate #6385 for systemic insect control in all common areas for \$7,000. This approval comes with the understanding that Samantha Morfa will discuss a contract addendum with the vendor where this service is included in the monthly maintenance. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**
- D. Tigris Proposal to Repair Fountain (Park Pond)
 - Jerry Campbell made a motion to approve Tigris Aquatic Services Quote #294071 for fountain repair on the Park Pond for \$2,503. John Reynolds seconded the motion. **All in favor, motion passed.**
- E. Tigris Quarterly Fountain Service Agreement
 - Jerry Campbell made a motion to approve the Tigris Aquatic Services quarterly fountain service agreement for \$800. This approval comes with the understanding that they will send Samantha Morfa a report of each visit. Bonnie French seconded the motion. **All in favor, motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES:

- A. Financial Update
 - Adrian Madhosingh made a motion to approve the 4/30/2025 Greenacre Properties financial statements. Jerry Campbell seconded the motion. **All in favor, motion passed.**
 - Samantha Morfa is going to research the Boards ability to waive or not enforce delinquent interest.
- B. Architectural Review Committee

Current Approved ARCs from 4/30-5/21/25

 1. 13510 Clubside- pavers, drive and walkway
 2. 14816 Farnham Way- mailbox
 3. 13905 Pepperell- roof
 4. 14023 Lake Bluff Court- paint
 5. 14211 Clarendon- roof
 6. 13504 Clubside- windows
 7. 13516 Clubside- windows

Paul Klubek made a motion to ratify the approval of the ARC applications above. Jerry Campbell seconded the motion. **All in favor, motion passed.**

Outstanding ARCs

1. 13915 Middle Lake Drive- working on additional information
2. 14817 Farnham Way: working on additional information

The above ARC applications will remain pending.

- D. Refer Violations to Attorney
- 13907 Lake Bluff Court: Fence Repair
 - 4316 Southpark: Mailbox

Paul Klubek made a motion to send the above violations to the association attorney. Jerry Campbell seconded the motion. **All in favor, motion passed.**

VIII. **NEXT MEETING:**

The next meeting of the Phase II Board will be held on June 24, 2025, at 6:00 p.m.

IX. **ADJOURNMENT:**

There being no further business to come upon the board, Adrian Madhosingh made a motion that was seconded by Paul Klubek to adjourn the meeting at 6:48 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 6.24.2025.


Paul Klubek (Jun 25, 2025 07:34 EDT)

Signed Name

Paul Klubek, President

Printed Name






5- 5.27.2025 Phase 2 Minutes Approved

Final Audit Report

2025-06-25

Created:	2025-06-25
By:	Samantha Morfa (smorfa@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtrBK9ZFEtFNrVy-Y28F1IE9mg3uYjcNa

"5- 5.27.2025 Phase 2 Minutes Approved" History

-  Document created by Samantha Morfa (smorfa@greenacre.com)
2025-06-25 - 1:57:10 AM GMT
-  Document emailed to Paul Klubek (pmkashford@gmail.com) for signature
2025-06-25 - 1:57:29 AM GMT
-  Email viewed by Paul Klubek (pmkashford@gmail.com)
2025-06-25 - 11:34:27 AM GMT
-  Document e-signed by Paul Klubek (pmkashford@gmail.com)
Signature Date: 2025-06-25 - 11:34:42 AM GMT - Time Source: server
-  Agreement completed.
2025-06-25 - 11:34:42 AM GMT