



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

DATE: TUESDAY, September 30, 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 6:02 PM on September 30, 2025, at the Carrollwood Cultural Center.

II. ROLL CALL

Directors Present:

Paul Klubek
Jerry Campbell
Adrian Madhosingh
Chris Sheehan

Directors Absent:

John Reynolds

Staff Present:

Samantha Morfa, CAM
Kelso Morant, Transcriptionist

Guests Present:

Van Chandler Linda Fernandez
Adrienne Hutelmyer
Ilise & Tom James

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

III. APPROVAL OF MINUTES – August 26, 2025, Meeting Minutes

Paul Klubek made a motion to approve the August 26, 2025, Meeting Minutes as presented. John Reynolds seconded the motion. **All in favor, motion passed.**

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

Linda Chandler: Inquired about the Club side pond. Jerry explained that the area is being treated, including the pool and the grass along the pond, with measures in place to keep the growth under control.

V. UNFINISHED BUSINESS:

A. Est. 6635 Avista Pine Tree Removal

- Paul Klubek made a motion to approve Avista Pine Tree Removal Estimate #6635
Chris Sheehan seconded the motion. **All in favor, motion passed.**

B. Annual Plantation Rotation

- The annual plant rotation will begin on October 1st. Photos of the flowers will be sent to the board in advance for their decision.

C. John Miley Park Shoreline Project

- Jerry reported that this is approximately the sixth or seventh month of the project. Residents will be notified, and coordination with the contractor is underway to proceed with the shoreline work.
- D. Bill DeMare Bench
 - The board discussed selecting a bench from the catalog that allows for a plaque to be added. Jerry made a motion to include the name of the previous treasurer and his wife on the plaque. Paul Klubek seconded the motion. **All in favor, motion passed.**

VI. NEW BUSINESS:

- A. Est 6712 Avista Monument Flowers
 - Paul Klubek made a motion to approve Alexander's Property Maintenance Estimate #6712 in the amount of \$350 for the installation of the Avista Monument flowers. Jerry Campbell seconded the motion. **All in favor, motion passed.**
- B. Est 6719 – Dead Tree at Bball Court and Tennis Court
 - Paul Klubek made a motion to approve Alexander's Property Maintenance Estimate #6719 for \$1,700 for removal of the dead tree at the basketball and tennis court. Jerry Campbell seconded the motion. **All in favor, motion passed.**
- C. Est 6718 – Greenbelt Trees and Dead Eucalyptus
 - Paul Klubek made a motion to approve Alexander's Property Maintenance Estimate #6718 in the amount of \$5,500 to remove greenbelt trees and dead eucalyptus. Chris Sheehan seconded the motion. **All in favor, motion passed.**
- D. Legal Foreclosures
 - Paul Klubek made a motion to proceed with the foreclosure process for five units. **All in favor, motion passed.**
- E. 2026 Budget Discussion
 - Paul Klubek reported that the board is actively working on the 2026 budget, focusing on improving clarity and ease of review. He noted that the budget process is progressing well.

VII. REPORTS FROM MANAGEMENT AND COMMITTEES:

- A. Financial Update
 - Paul Klubek gave the report and made a motion to approve the 8/31/2025 financial statements as presented. Jerry Campbell seconded the motion. **All in favor, motion passed.**
- B. Architectural Review Committee
 - Paul Klubek made a motion to approve the following ARC applications: 13906 Village Lake Place (solar panels), 14607 Dartmoor (tree removal), 14606 Clarendon (roof replacement), 4307 Northpark (roof replacement), 13609 Clubside (house gutters), 14206 Ashburn (additional structure), and 14685 Village Glen (roof replacement). 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 October 28, 2025, at 6:00 p.m. Paul says to move the November board meeting to November 18th to avoid thanksgiving conflict pending Smantha, CAMs calendar schedule.

IX. ADJOURNMENT:

- Jerry requested that it be noted in the minutes that the dead oak tree, previously mentioned at the last meeting, has been removed by the County, including the stump. Public Works completed the removal after Paul contacted the County.
- There being no further business to come before the board, Paul Klubek made a motion that was seconded by Adrian Madhosingh to adjourn the meeting at 6:31 PM. **All in favor, motion passed.**

Respectfully Submitted,
Kelso Morant, For the Secretary

These minutes were approved on 11.11.2025.


Paul Klubek (Nov 15, 2025 07:48:54 EST)

Signed Name

Paul Klubek, President

Printed Name






9.30.2025 Phase 2 Minutes

Final Audit Report

2025-11-15

Created:	2025-11-15
By:	Samantha Morfa (smorfa@greenacre.com)
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