



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEE
MEETING MINUTES
November 12, 2024**

I. CALL TO ORDER

The Carrollwood Village Phase II Homeowners Association Board of Directors meeting convened on Tuesday, November 12, 2024, at the Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618. Paul Klubek called the meeting to order at 6:00 p.m.

II. ROLL CALL

Directors Present

Paul Klubek
Jerry Campbell
Bobby Kilgore
Coleen Ritari
Bonnie French (joined 6:20 p.m.)

Directors Absent

John King

Guests

Janet MacNealy, PCAM
Laura Salgado, Recording Secretary, GPI
Adrian Madhosingh
Alan & Miriam Aaron
Ann Baiocchi
Dana French
Robert French
Doug & Stephanie Zaragoza

III. APPROVAL OF MINUTES

Paul Klubek made a motion to approve the October 29, 2024 Board of Directors Meeting Minutes as submitted. The motion was seconded by Jerry Campbell. **All in favor, motion passed.**

IV. PRESENTATIONS

A. Homeowner Comments (3 minute limit)

None

B. HOA President – Opening Review and Comments

Paul Klubek made a motion to nominate Adrian Madhosingh to fill the existing Board vacancy for the remainder of the term. The motion was seconded by Bobby Kilgore. Adrian Madhosingh accepting the nomination and **all in favor, motion passed.**

Paul Klubek notified all present that Diane Griesenbeck has resigned from the Board effective immediately, and the Board expressed their appreciation for Diane's time and dedication towards the betterment of the community as a whole. Jerry Campbell made a motion to amend the bench plaque to include Diane Griesenbeck's name. The motion was seconded by Coleen Ritari. **All in favor, motion passed.**



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V. UNFINISHED BUSINESS

A. Towing Contract

Paul Klubek made a motion to add No Parking / Towing signs at John Miley Park. The motion was seconded by Coleen Ritari. **All in favor, motion passed.**

Paul Klubek made a motion to add No Trespassing signs on HOA property. The motion was seconded by Coleen Ritari. **All in favor, motion passed.**

VI. NEW BUSINESS

A. Treasurer Position

Bill DeMare has resigned from the Board effective immediately. Homeowners with an interest in joining the Board to fill existing vacancies are asked to contact the Community Association Manager Samantha Morfa or any Board member for further information. The Board expressed interest in working with the Association attorney to create an amendment to remove the provision that allows only one Board member per neighborhood represented.

B. Board Member Resignation

Covered under items IV.B. and VI.A. above

C. Spike Rush Grass

Following discussion with residents, item was tabled. Jerry Campbell will work on obtaining remedy quotes in furtherance of discussion.

D. Board Member Solicitation

Covered under item IV.A. above

E. Alexander's Proposals

Jerry Campbell made a motion to approve Alexander's Property Maintenance estimate 5880 dated 10/29/24 in the amount of \$4,500.00 and estimate 5882 dated 10/31/24 in the amount of \$26,700.00 for Hurricane Milton cleanup as outlined, contingent upon the confirmation that all expenses can be covered under existing 2024 budget / Reserve balance. The motion was seconded by Bobby Kilgore. **All in favor, motion passed.**

F. Phase I, II, III – Meeting Review

Discussion only, no motions. All three Boards will have a group meeting in January 2025.



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G. Phase II Entrance Christmas Decorations

Paul Klubek made a motion that all neighborhoods can participate in an entrance decorating contest, with the understanding that the HOA will not be providing any financial contribution or oversight (“no fault” for any damage, theft or vandalism of decorations). The motion was seconded by Coleen Ritari. **All in favor, motion passed.** Additional details will be in the December newsletter.

H. ARC Process

Jerry Campbell made a motion that the ARC Committee can take the lead on providing a redlined, updated ARC form/process to the CAM, to be ratified by the Board once completed. The motion was seconded by Paul Klubek. **All in favor, motion passed.**

I. Annual Meeting

The Annual Meeting will be held January 28, 2025, at 5:00 p.m.

J. Adopt 2025 Budget

Jerry Campbell made a motion to adopt the 2025 budget contingent upon 1) confirmation of “number of units assessed” accuracy, and 2) assurance that the Avista budget includes painting project funds as previously discussed. The motion was seconded by Bobby Kilgore. **All in favor, motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES

A. Financial Update

Nothing to report

B. Items of Information

All relevant updates were provided in the Board packet.

C. Architectural Review Committee Recommendations:

The following have been recommended for approval or denied:

1. 13510 Clubside Dr (new door) – Approved
2. 13509 Clubside Dr (roof) – Approved

Jerry Campbell made a motion to approve all ARC items as listed. The motion was seconded by Bobby Kilgore. **All in favor, motion passed.**



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D. Refer Violations to Attorney

1. 13908 Pepperrell Dr – Palm Maintenance
2. 14710 Clarendon Dr – Wood Repair

Avista

1. 13576 Avista Dr – Landscape Bed Maintenance
2. 13505 Sobrado Dr – Landscape Bed Maintenance

Paul Klubek made a motion to proceed with attorney action on the four items noted above; all other items have been remedied. The motion was seconded by Coleen Ritari. **All in favor, motion passed.**

VIII. NEXT MEETING:

The next regular meeting of the Phase II Board will be held on Tuesday, January 28, 2025 at 6:00 p.m. at the Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618. *This meeting follows the Annual Meeting, which will be held at 5:00 p.m. as noted prior*

IX. ADJOURNMENT:

There being no further business before the Board, Paul Klubek made a motion to adjourn the meeting at 7:12 p.m. The motion was seconded by Jerry Campbell. **All in favor, meeting adjourned.**

Minutes approved on January 28, 2025:



Printed / Signed