



CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION, INC.

**BOARD OF DIRECTORS MONTHLY
AND**

ARCHITECTURAL REVIEW COMMITTEES MEETING

DATE: TUESDAY, July 30, 2024

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 July 30, 2024, at The Carrollwood Cultural Center.

II. ROLL CALL

Directors Present:

Paul Klubek
Bobby Kilgore
Bonnie French
Bill Demare
Diane Griesenbeck
Jerry Campbell
Coleen Ritari

Directors Absent:

John King

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Susie Wiggin
John Newton
Matilde Pelaez
Robert Krebs
Ann Baiocchi

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

III. APPROVAL OF MINUTES – June 25, 2024, Meeting Minutes

Paul Klubek made a motion to approve the June 25, 2024, Meeting Minutes as presented. Bobby Kilgore seconded the motion. **All in favor, motion passed.**

Bill Demare made a motion to amend the agenda, adding H. Summary of Meeting with Attorney Regarding Violations and I. Summary of Meeting with Attorney Regarding Violations under New Business. Coleen Ritari seconded the motion. **All in favor, motion passed.**

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

Susie Wiggin: Owner informs the Board of an issue she has been having with the neighbors' trees being overgrown. Dawn Archambault will send a violation letter.

Ann Baiocchi: Owner informs the Board that the Banbury pond has a bad algae bloom. Jerry Campbell will work with the owner to resolve this.

Bob French: Owner makes a comment that the community ponds do not look good, and the buffer is overgrown.

Matilde Pelaez: Owner is concerned about the ponds and their appearance.

VI. NEW BUSINESS:

- A. Landscape Updates-Status of Drive Through, Outstanding Issues, Updates
 - There are estimates below to address issues found during the drive through.
- B. Cross Creek Environmental Contract and Ponds Update
 - Cross Creek Environmental Annual Quote: \$16,200
 - Jerry Campbell made a motion to award Cross Creek Environmental the contract to manage the ponds in the community. Paul Klubek seconded the motion. **All in favor, motion passed.**
- C. Condition of Basketball Courts
 - Paul Klubek made a motion to have non-emergency police at the basketball court on the next available Sunday to address non-residents utilizing the courts. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**
- D. Alexanders Property Maintenance– Avista – Arena Application
 - Bobby Kilgore made a motion to approve Alexanders Property Maintenance Estimate #5504. Paul Klubek seconded the motion. **All in favor, motion passed.**
- E. Alexanders Property Maintenance Proposals Phase II
 - Paul Klubek made a motion to approve Alexanders Property Maintenance Estimate #5503. Coleen Ritari seconded the motion. **All in favor, motion passed.**
 - Bill Demare made a motion to approve Alexanders Property Maintenance Estimate #5500 to come from reserves. Bobby Kilgore seconded the motion. **All in favor, motion passed.**
 - Paul Klubek made a motion to approve Alexanders Property Maintenance Estimate #5506. Coleen Ritari seconded the motion. **All in favor, motion passed.**
 - Bill Demare made a motion to approve Alexanders Property Maintenance Estimate #5545. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**
 - Bill Demare made a motion to approve Alexanders Property Maintenance Estimate #5546 to come from reserves, with conditions that Jerry Campbell and Dawn Archambault agree that the work is necessary. Coleen Ritari seconded the motion. **All in favor, motion passed.**
 - Bill Demare made a motion to approve Alexanders Property Maintenance Estimate #5549 to come from reserves. Bobby Kilgore seconded the motion. **All in favor, motion passed.**
 - Alexanders Property Maintenance Estimate #5507: Tabled
- F. Dead Pine Tree Removal Quotes-John Miley Park
 - Bill Demare made a motion to approve Alexanders Property Maintenance Estimate #5501 to come from reserves. Paul Klubek seconded the motion. **All in favor, motion passed.**
- G. Summary of Key Points of Reserve Study Seminar

- Bill Demare gave the summary, and explained what a reserve study is.
- H. Summary of Meeting with Attorney Regarding Violations
 - Jerry Campbell made a motion to authorize the Board of Directors to submit owners in violation of the Association's restrictions and rules & regulations to legal counsel for Presuit Demands for Mediation. Bill Demare seconded the motion. **All in favor, motion passed.**
- I. Nomination of Secretary
 - Paul Klubek made a motion to nominate Coleen Ritari as Secretary. Bill Demare seconded the motion. **All in favor, motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES:

- A. Financial Update
 - Bill Demare gave the report.
 - The treasurer notes that the financials provided by Greenacre Properties do not match the bank amounts, and the entrance lighting project does not show it was paid on the record.
 - Paul Klubek made a motion to invite a Vice President of Management Operations from Greenacre Properties to discuss issues with Vantaca. Jerry Campbell seconded the motion. **All in favor, except for Bill Demare, motion passed.**
- B. Items of information
 - Attached
- C. Architectural Review Committee
 - 1) 13604 Clubside Drive – Paint
 - 2) 13901 Village Lake Place – Gutters
 - 3) 13901 Village Lake Place – Roof
 - 4) 13511 Clubside Drive – Fence
 - 5) 14811 Farnham Way – Roof
 - 6) 14702 Dartmoor Lane – Pavers
 - 7) 4320 Middle Lake Drive – Paint
 - 8) 14001 Middle Park Drive – Paint

Paul Klubek made a motion to approve all the ARC applications above. Jerry Cambell seconded the motion. **All in favor, motion passed.**

- D. Refer Violations to Attorney
 - 13602 Avista – House in Very Poor Condition
 - 14704 Clarendon Drive – Lawn in Poor State

Bill Demare made a motion to refer the violations above to the association attorney. Bobby Kilgore seconded the motion. **All in favor, motion passed.**

IX. NEXT MEETING:

The next meeting of the Phase II Board will be held on August 27, 2024, at 6:00 p.m.

X. ADJOURNMENT:

There being no further business to come upon the board, Paul Klubek made a motion that was seconded by Bobby Kilgore to adjourn the meeting at 7:39 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 08/28/24.


Coleen Ritari (Aug 28, 2024 18:48 EDT)

Signed Name

Coleen Ritari

Printed Name






Agenda/July 25, 1995

Final Audit Report

2024-08-28

Created:	2024-08-28
By:	Dawn Archambault (darchambault@greenacre.com)
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