



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MONTHLY  
AND  
ARCHITECTURAL REVIEW COMMITTEE  
MEETING MINUTES  
April 28, 2026**

Transcriptionist Note: These minutes include only motions and items requiring action by the Board of Directors. Discussion has been omitted unless specifically requested for inclusion in the official record.

**I. CALL TO ORDER**

Paul Klubek, President, called the Carrollwood Village Phase II Homeowners Association Board of Directors and Architectural Review Committee Meeting to order at 6:00 PM on April 28, 2026 at the Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618.

**II. ROLL CALL**

**Directors Present**

Paul Klubek  
John Reynolds (phone)  
Adrian Madhosingh

**Directors Absent**

Chris Sheehan  
Jerry Campbell

**Staff Present**

Samantha Morfa, CAM  
Tatyana Kurbatov, Transcriptionist

There was a quorum of board members present to hold the meeting.

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

**III. APPROVAL OF MINUTES – March 31, 2026 Meeting Minutes**

Paul Klubek made a motion to approve the March 31, 2026 Board Meeting Minutes as presented. Adrian Madhosingh seconded the motion. **All in favor, motion passed.**

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

HOA President – Opening Review and Comments:

A bench with a commemorative plaque was installed in recognition of Bill Demare. and to honor his hard work and contributions to the community.

Hurricane Disaster Plan by Alexander's.

In the event of a hurricane or other natural disaster, Carrollwood Village Phase II will be given priority as the first client for cleanup services. Paul Klubek made a motion to approve the Hurricane Disaster Plan. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously.**

**V. UNFINISHED BUSINESS**

**A. Avista's Covenants**

Avista does not have its own Board of Directors and falls under the governance of Carrollwood Village Phase II. Carrollwood Village Phase II originally appointed Avista's Architectural Review Committee (ARC); however, due to a



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lack of participation, Carrollwood Village Phase II currently reviews and approves ARC requests on Avista's behalf.

Samantha Morfa, CAM, noted that trees located within conservation areas cannot be removed and that the roads are owned by the County. The HOA can only enforce repairs and maintenance requirements on areas outside County-owned property. Adrian Madhosingh reminded homeowners that violation complaints are not anonymous, as owners may request official records and identify who submitted a complaint.

Avista homeowners also expressed interest in reestablishing their own ARC Committee.

B. Alexander's Landscape Maintenance Agreement

Alexander's Landscape Maintenance agreement remains in effect through 2027. The Board has already begun discussing items to include in a future contract renewal. Paul Klubek requested that Samantha Morfa, CAM, obtain a proposal for mulch replacement in the common areas.

C. Playground Repairs

WeBuildFun was recommended by the company that performed inspection. Paul Klubek made a motion to approve WeBuildFun proposal for the materials and labor needed to perform repairs for \$1,963.76. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously.**

D. Violation Process

Samantha Morfa, CAM, reported that violation notices had been issued to Carrollwood Village Phase II homeowners. She further noted that power washing and watering requirements cannot currently be enforced due to County water restrictions.

E. Alexander's Est 7106 Pine Removal and Oak Trimming Avista

Paul Klubek made a motion to approve Alexander's Proposal No. 7106 in the amount of \$3,300.00 to remove two dead pine trees and elevate four oak trees in Avista. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously.** The invoice will be paid using Avista funds.

F. Alexander's Est 7109 Remove Trim and Lift Oaks Greenbelt

Paul Klubek made a motion to approve Alexander's Estimate No. 7109 in the amount of \$2,500.00 for deadwood removal, trimming, and elevation of eight oak trees located between Phase II and Phase I. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously.** John Reynolds confirmed the expense would be paid from Operating funds.



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G. Alexander's Est 7110 Tree Touching Ground

Paul Klubek made a motion to approve Alexander's Estimate No. 7110 in the amount of \$1,300.00 to trim trees, remove a dead palm tree, and cut back brush along the fence line. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously.** It was noted that the address listed on the proposal was incorrect and should instead read: "1400 Middle Park in Green Belt."

**VI. NEW BUSINESS**

A. John Reynolds reported that the HOA is currently negotiating access rights agreements with Frontier and Spectrum. The Association is expected to receive approximately \$241,000 from Frontier as the primary provider and approximately \$69,000 from Spectrum as the secondary provider.

**VII. REPORTS FROM MANAGEMENT AND COMMITTEES**

A. Financial Update

John Reynolds reported that the Financial Statements Audit and Income Tax Return for the year ending December 31, 2025, had been completed.

B. Architectural Review Committee

14607 Dartmoor – Wood Deck and Gazebo

An ARC request had previously been approved online by Paul Klubek. Adrian Madhosingh seconded the motion for ratification. **All were in favor, and the motion passed unanimously.**

**VIII. NEXT MEETING**

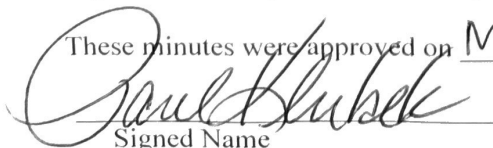
The next meeting of the Phase II Board will be held on May 26, 2026 at 6:00 PM at the Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618.

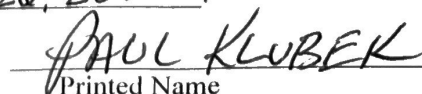
**IX. ADJOURNMENT**

There being no further business before the Board, Paul Klubek made a motion to adjourn the meeting at 6:52 PM. John Reynolds seconded the motion. **All in favor, meeting adjourned.**

Respectfully Submitted,  
Tatyana Kurbatov, For the Secretary

These minutes were approved on May 26, 2026.

  
Signed Name

  
Printed Name