



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEE
MEETING MINUTES
May 26, 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 May 26, 2026 at the Carrollwood Cultural Center, 4537 Lowell Rd, Tampa, FL 33618.

II. ROLL CALL

Directors Present

Paul Klubek
John Reynolds
Adrian Madhosingh
Jerry Campbell

Directors Absent

Chris Sheehan

Staff Present

Janet MacNealy, CMCA, AMS, PVAM
Senior VP of Management Operations
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 – April 28, 2026 Meeting Minutes

Paul Klubek made a motion to approve the April 28, 2026 Board Meeting Minutes as presented. John Reynolds seconded the motion. **All in favor, motion passed.**

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

HOA President – Opening Review and Comments

Homeowner Alison Yeloushan introduced herself and explained her background data collection. She proposed exploring a mapping-based communication tool that would allow residents to submit concerns by scanning a QR code, uploading photos, and selecting issue categories. The information would be displayed on a dashboard with location data, timestamps, and other details, allowing the Board and management to identify patterns and better visualize community issues. Janet MacNeal explained that the management company's current inspection software already utilizes location-based technology, photographs, and address verification to document violations and track compliance. She noted that violation notices are also posted to the owner portal, although Florida statutes and legal counsel currently require notices to be mailed.

Board members and management expressed interest in learning more about the concept and discussed the potential benefits of improved communication, issue tracking, and data visualization. Ms. Yeloushan offered to continue the discussion with management offline to explore whether the proposed technology could complement existing systems. No action was taken.



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Hillsborough County Resurfacing Project:

Hillsborough County contacted Paul Klubek to inform him that work had been completed in North Park, Middle Park, and South Park.

V. UNFINISHED BUSINESS

A. Avista Discussion under Phase II

The Board continued discussing concerns regarding the additional fees paid by Avista homeowners and whether those fees remain necessary. Avista does not have its own Board of Directors and falls under the governance of Carrollwood Village Phase II. Board approves Avista invoices and oversees its operations. Carrollwood Village Phase II originally appointed Avista's Architectural Review Committee (ARC); however, due to a lack of participation it was dissolved and will not be reestablished at this time. The discussion also addressed the status of the community roads. It was noted that the roads are county-owned roads. The Board stated that it is continuing to investigate the matter and explore available options. To encourage homeowner participation and gather feedback directly from affected residents, the Board proposed holding a meeting specifically for Avista homeowners to discuss their concerns, priorities, and expectations regarding services and assessments. The Board encouraged Avista homeowner to serve on the Board to help ensure the community's interests are represented in future discussions and decision-making.

B. Violations

Janet MacNealy explained the Association's violation enforcement process. She outlined the steps taken when a violation is identified, including the issuance of violation notices, opportunities for homeowners to correct the issue, and the procedures followed if the violation remains unresolved. She also discussed the role of the Association and applicable committees in reviewing violations and ensuring compliance with the governing documents and community standards. She further noted that power washing and watering requirements cannot currently be enforced due to County water restrictions.

VI. NEW BUSINESS

A. Ratify Est 7166 Alexanders Common Area Mulch

Paul Klubek made a motion to approve Alexander's Estimate No. 7166 in the amount of \$11,475.00 for the installation of mulch throughout the community. Adrian Madhosingh seconded the motion. **All were in favor, and the motion passed unanimously**

B. AVISTA Ratify Est 7190 Alexanders Irrigation Battery Repair



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Paul Klubek made a motion to approve Alexander's Estimate No. 7190 in the amount of \$882.00. John Reynolds seconded the motion. **All were in favor, and the motion passed unanimously**

- C. AVISTA Sidewalk Power Washing
The proposal was **tabled** for further discussion, and **no vote was taken**.

VII. REPORTS FROM MANAGEMENT AND COMMITTEES

A. Financial Update

John Reynolds reported that the Association's financial statements are in good condition and reflect a positive financial position. He also advised that the Association is expected to receive funds from Frontier and Spectrum. John Reynolds made a motion to approve the Financial Statements as presented. Jerry Campbell seconded the motion. **All were in favor, and the motion passed.**

B. Architectural Review Committee

14812 Saint Ives Pls: Exterior House Paint

An ARC request had previously been approved online by Paul Klubek. Paul Klubek reported that all Architectural Review Committee (ARC) requests submitted through Vantaca have been reviewed and processed. Jerry Campbell made a motion to approve. John Reynolds seconded the motion. **All were in favor, and the motion passed unanimously.**

VIII. NEXT MEETING

The next meeting of the Phase II Board will be held on June 30, 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

June 30, 2026

Paul Klubek
Signed Name

PAUL KUBER
Printed Name