



**CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MONTHLY
AND
ARCHITECTURAL REVIEW COMMITTEE
MEETING MINUTES
June 30, 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 6:01 PM on June 30, 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

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 – May 26, 2026 Meeting Minutes

Paul Klubek made a motion to approve the May 26, 2026 Board Meeting Minutes as presented. Jerry Campbell seconded the motion. **All in favor, motion passed.**

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

HOA President – Opening Review and Comments

Homeowners Comments:

- The homeowner reported that several residents are parking vehicles in a manner that blocks the public sidewalk, with vehicles extending from driveways onto the sidewalk and partially into the roadway. The homeowner expressed concern that this creates a safety hazard for pedestrians, including residents walking pets, and requested that the Board investigate the issue.
- The homeowner also reported irrigation leaks at few properties, stating that the leaks have existed for an extended period and are wasting significant amounts of water.
- The homeowner asked whether the Board could provide an update to residents living along the lakeside of Clarendon Dr regarding the condition of the nearby pond. In response, the Board acknowledged the concern and noted that the pond has experienced significant stagnant vegetation growth, which has been worsened by the recent heat. A Board member stated that after personally viewing the pond behind the homes on Clarendon Dr, they agreed that its condition was unacceptable. The Association contracts with Crosscreek Environmental to inspect and maintain the community ponds on a monthly basis. The Board member stated they would contact



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Crosscreek Environmental to request additional treatment for the affected pond beyond the routine monthly maintenance. It was explained that the Board relies on residents and the contractor to report issues with ponds located behind private homes, as Board members cannot access those areas without entering private property. Residents were informed that Crosscreek Environmental monthly pond reports are available on the community website and in the resident portal.

- A homeowner reported that several teenagers have been ringing residents' doorbells during the daytime and running away. The incidents have been captured on Ring cameras and have affected multiple homes. The Board recommended that the homeowner send the video footage to Samantha Morfa, CAM who will forward it to Adrian Madhosingh to help identify the individuals involved.

Website Update:

The Board recognized Jerry Reynolds for leading the development of the Association's new website. Board members reported receiving positive feedback from residents and stated that the website will continue to be updated with HOA news, community information, and announcements.

V. UNFINISHED BUSINESS

A. Violations

- Management reported that violation notices have been issued for miscellaneous maintenance issues, including overgrown weeds, landscaping maintenance, excessive palm fronds, trailers, and other violations not affected by current water restrictions.
- It was noted that the county's water restrictions have been extended through October 1, 2026 preventing enforcement of violations related to dead sod, dead landscaping, and power washing. As a result, management is not pursuing dead sod or landscaping violations at this time.
- Management asked the Board whether to continue pursuing power washing violations despite the restrictions, noting that any enforcement actions should take the county restrictions into consideration and should not be escalated to the Association's attorney while the restrictions remain in effect. Following discussion, the Board directed Samantha Morfa, CAM, to table violations related to power washing, dead sod, and dead landscaping until the county's water restrictions are lifted.
- It was also noted that homeowners may report violations of the county's water restrictions directly to the county.

B. Avista Discussion under Phase 2

VI. NEW BUSINESS

A. Estimate 7268 – Park Landscape Design Around Gazebo

The Board decided to place Alexander's Estimate No. 7268 in the amount of \$25,255.00 on hold for further review.



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B. Estimate 7286 Drainage Swale Near Basketball Hoop Proposal

Paul Klubek made a motion to approve Alexander's Estimate No. 7286 in the amount of \$9,730.00. John Reynolds seconded the motion. **All were in favor, and the motion passed unanimously.** The approved motion also included placing Alexander's Estimate No. 7268 in the amount of \$25,255.00 on hold. It was noted that Reserve Funds will be used to pay for the project approved under Estimate No. 7286.

C. Estimate 7289 2 Pine Trees Behind 13930 Pepperell in Easement

To reduce costs, the Board requested that the proposal be revised to eliminate stump grinding and instead have the stumps cut flush with the ground. The Board agreed that the dead trees should be removed before storm season and approved the proposal **contingent upon the removal of the stump grinding cost** from the estimate. Paul Klubek made a motion to approve Alexander's Estimate No. 7289. Jerry Campbell seconded the motion. **All were in favor, and the motion passed unanimously.**

D. Estimate 7291 Teco Easement Debris Removal Proposal

Jerry Campbell made a motion to approve Alexander's Estimate No. 7291 in the amount of \$650.00. Paul Klubek seconded the motion. **All were in favor, and the motion passed unanimously.**

E. Estimate 7306 Removal of Trees on Easement

Jerry Campbell made a motion to approve Alexander's proposal in the amount of \$2,800.00 to remove a rotted oak tree with Ganoderma and grind the stump behind the golf club. John Reynolds seconded the motion. **All were in favor, and the motion passed unanimously.**

F. Estimate 7307 Replace Arborical and Pink Oleander outside of Lennox

Jerry Campbell made a motion to approve Alexander's Estimate No. 7307 in the amount of \$1,300.00. Paul Klubek seconded the motion. **All were in favor, and the motion passed unanimously.**

G. AVISTA Estimate 7290 Front Entrance Replace and Install Ixoras and Firecracker Plants

Jerry Campbell made a motion to approve the installation of 16 three-gallon Ixoras and 16 Firecracker shrubs at a total cost **not to exceed \$1,500.00.** John Reynolds seconded the motion. **All were in favor, and the motion passed unanimously.**



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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. The Treasurer reported that delinquent account balances remain high and that Management is actively pursuing collection efforts. John Reynolds made a motion to approve the Financial Statements as presented. Paul Klubek seconded the motion. **All were in favor, and the motion passed.**

Paul Klubek made a motion to authorize the filing of two foreclosure actions for homeowners' failure to pay their assessments. Jerry Campbell seconded the motion. **All were in favor, and the motion passed unanimously.**

Jerry Campbell asked Samantha Morfa, CAM, to investigate why reclaimed water expenses exceeded the budgeted amount, as he had understood the charge to be a flat fee. Samantha Morfa, CAM explained that the cost is based on water usage and stated that she would review the utility bills and confirm the reason for the increase.

B. Architectural Review Committee

Applications received are emailed to the Phase II ARC Committee Chair or sub-association ARC Committee Chair for review and approval/denial.

C. Avista Violations for Attorneys:

- 5036 Paloma: Palm Maintenance, Wall Maintenance – indicated will be completed July
- 13556 Avista: Trim Hedges

Paul Klubek made a motion to approve the violations for 5036 Paloma and 13556 Avista. Jerry Campbell seconded the motion. **All were in favor, and the motion passed unanimously.**

D. Phase 2 Violations for Attorney:

N/A

VIII. NEXT MEETING

The next meeting of the Phase II Board will be held on July 28, 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 6:57 PM. Jerry Campbell seconded the motion. **All in favor, meeting adjourned.**



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Respectfully Submitted,
Tatyana Kurbatov, For the Secretary

These minutes were approved on 7/28/2026.

Paul Kluber
Signed Name

PAUL KLUBER
Printed Name