

CARROLLWOOD RESERVE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
December 7, 2004

The meeting was called to order at 7:05 p.m. at the Hillsborough County Sheriff's - District III meeting room.

Mr.'s DeLutrie, Sainz and eight (8) homeowners were present. Mr. Satcher joined the meeting at 7:50 p.m.

- A motion from the floor was made, and seconded, to accept the minutes from the May 4, 2004 Board Meeting as submitted. Motion carried.

President's Report:

Mr. DeLutrie thanked those present for taking time from schedules in order to attend. He also expressed the appreciation and gratitude of the Board and Association members to the following individuals for their participation and assistance to the community:

Gisela Quintero - Lois Kostroski - Kevin Beckner - Mike & Karen Conley - Maritza Forino

- **Communications**
 - Hillsborough County Water District - all homeowners associations are requested not to enforce any restrictions regarding lawns/watering.
 - Waste Management - Mr. DeLutrie is communicated with the District manager regarding the ongoing damage to our gates and roads from their vehicles.
 - TECO / Hillsborough Co. Sheriff's Office - letters have been sent to both expressing the Association's thanks for their assistance.
 - Hillsborough County Zoning Hearing Master - Mr. DeLutrie is sent a letter to the zoning commission requesting Henderson Road be widened as part of the proposed development of the trailer park area.
- **Hillsborough County Mini Grant Applications**
 - Community Web Site Application - our Grant has been approved and we will receive reimbursement for up to \$1500 for the development of a community web site.
 - Low Volume Water Grant Application - our Grant has been approved and we will receive reimbursement up to \$2500 for conversion to low volume water distribution system for the front entry area.
 - Mini Tree Grant Application - we are in process of requesting a \$2500 grant for tree planting ground the TECO substation.
- 2004 Legislative Action Update - Changes Affecting Homeowners Associations.
- Our new Association Representative from Sterling Management is Kevin Klarkowski. Kevin has replaced Marsi at the request of the Board of Directors.
- Street Signs - the signs have been cleaned with bleach and an anti-mildew agent. They still look poorly and should be replaced.
- Remote Openers for Front Entry Gate - the Association has been selling remote openers for \$25 each. Unfortunately we are paying \$35 per unit. Going forward each will be sold for \$35 per unit.

- New Association Forms
 - **Improvement Request** - the form has been revised in order to make it more user-friendly. Homeowners can obtain a copy of the form from any Board member.
 - **Bill of Sale** - the bill of sale has been developed for use in tracking remote opener sales and payments.
- Brighthouse Networks – Block Purchase / Gate monitoring - we will pursue development of additional information with regard to the possibility of converting to a "Bright House neighborhood"
- Ongoing review of each service provider / contract and performance. - the Board is currently reviewing each service provider prior to giving consideration to renew their contract.
- This Status report on projects underway
 - Roads – Scheduled for Feb.
 - Front Gate – Scheduled for Jan.
 - Front entry sign – Scheduled for Jan.
 - Sidewalk Cleaning – Out for Bid.
 - Sidewalk Repairs – Out for Bid.
- **Vice President's Report: L. Satcher**
 - Repairs to N.W. section of perimeter wall damaged by MI Homes. - No activity/report.
 - Perimeter protection project for area surrounding TECO switch station. - No activity/report.
- **Treasurer's Report: G. Sainz**
 - Collections / Financial Status - Collections are up-to-date and we are financially solvent.
 - The Association will receive a \$150.00 refund from Sterling for service performance issues.
- **Old Business:**
 - Long term plan for road repair – has been included in the long-term financial plan.
- **New Business:**
 - Revisions to Association Bylaws are necessary in order to incorporate revisions in compliance with 2004 legislative changes. L. Satcher and L. Kostroski will head this initiative.
 - Establishment of an Architectural Committee - the Board agreed that we are in need of written architectural guidelines for our community. A project has been established for defining parameters and, soliciting committee members. Gil Sainz will head this initiative.
 - Update of the Association Directory / Access Codes / Common Information – will be postponed until Fall 2005
 - Community Bulletin Board - the topic was discussed and based on feedback from the homeowners present, Tabled for future consideration.
 - Appointment of Street Representatives - the topic was discussed and based on feedback from the homeowners present, Tabled for future consideration.

➤ 2005 Budget:

- Mr. DeLutrie presented to a projected 10-year financial plan that included both long and short-range budget items. Projects included are roads, signage, gates, ponds and perimeter encroachment. It also allows for prepayment of Association Dues at a discounted rate. It also provides each Association member annually with an understandable budget that accurately represents the expenditures for the current year and, an accurate projection of expenditures for the coming year.

• **Association Members Speakers Forum:**

None

- **Adjournment: The meeting was adjourned at 9:05 pm**