



Carrollwood Recreation District

Board of Trustees

Mark Snellgrove
President

Suzan Giunta
Vice President
Grounds Chairwoman

Mark Georgiades
Treasurer

Joseph Costa
Secretary

Michael Carelli
Original Carrollwood
Park Chairman

David O'Donnell
Scotty Cooper Park
Chairman

Christina Price
Community
Development
Chairwoman

Kevin Shidler
White Sands Beach
Chairman

Paul Siddall
Recreation Center/
Tennis Chairman

August 10, 2020

Executive Committee Meeting - 6:00 p.m.

Regular Meeting Agenda - 6:30 p.m.

- 1. Call Regular Meeting to Order**
- 2. Roll Call**
- 3. Determination of Quorum**
- 4. Public Comment**
- 5. Motion to Approve the Consent Agenda**
 - Approval of July 2020 Treasurer's Report
 - Approval of July 13, 2020 Executive Committee Meeting Minutes
 - Approval of July 13, 2020 Regular Meeting Minutes
- 6. Regular Agenda Items**
 - Treasurer:**
 - President:**
 - Tree trimming on Duck Island
 - Recap of general counsel advice & guidance
 - Flood Insurance recap
 - D&O Insurance
 - Square terminal update
 - Ask Treasurer Georgiades if money is available for sand replenishment @ WSB (cost estimate to be provided at the meeting). Board to vote on matter if applicable.



Carrollwood Recreation District

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Grounds Chairwoman

Recreation Center/ Tennis Chairman:

Mark Georgiades
Treasurer

Original Carrollwood Park Chairman:

Joseph Costa
Secretary

White Sands Beach Chairman:

- Lake Test Results - (included in the agenda)

Michael Carelli
Original Carrollwood
Park Chairman

Scotty Cooper Park Chairman:

David O'Donnell
Scotty Cooper Park
Chairman

Grounds Chairwoman:

Christina Price
Community
Development
Chairwoman

Community Development Chairwoman:

- Review Community Entrance Sign proposals & Vote to Award Contract

CCA Liaison:

Kevin Shidler
White Sands Beach
Chairman

7. Other Business

Paul Siddall
Recreation Center/
Tennis Chairman

8. Adjourn

NOT YET APPROVED

**Carrollwood Recreation District Board — Executive Meeting Minutes
July 13, 2020**

THESE MEETING MINUTES ARE NOT A WORD FOR WORD TRANSCRIPT OF WHAT WAS SAID.
THE NOTES CAPTURE THE ESSENCE AND MEANING OF ALL DIALOGUE WHILE TRANSCRIBING
EXACT PHRASING AS CLOSELY AS POSSIBLE.

1. Call To Order

- President Mark Snellgrove called the meeting to order: 6:10 p.m.
Trustee Snellgrove made corrections to the June 2020 meeting minutes due to Secretary Costa being absent.

2. Roll Call (roll not called for Executive Meeting)

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Not Present
Suzan “Suzy” Giunta	Vice President & Grounds	Not Present
Paul Siddall	Recreation/Tennis	Not Present
Mark Georgiades	Treasurer	Present
David O’Donnell	Scotty Cooper Park Chair	Present
Chrissie Price	Community Development	Not Present
Kevin Shidler	White Sands Chair	Not Present
Mark Snellgrove	President	Present

- Executive Meeting Adjourned at 6:29 p.m.

**Carrollwood Recreation District Board Meeting
July 13, 2020**

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1. Call To Order Budget Hearing

- President Mark Snellgrove called the meeting to order: 6:32 p.m.

2. Roll Call

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Not Present
Suzan "Suzy" Giunta	Vice President & Grounds	Not Present
Paul Siddall	Recreation/Tennis	Present
Mark Georgiades	Treasurer	Present
David O'Donnell	Scotty Cooper Park Chair	Present
Chrissie Price	Community Development	Not Present
Kevin Shidler	White Sands Chair	Present
Mark Snellgrove	President	Present

3. Determination of Quorum

- **Yes:** Six Trustees present.

4. Public Comment Opened For Regular Meeting

- **Dr. Rick Dylan:** asked how the Board feels about swim safety at White Sands Beach.
- **Jim Ragsdale:** asked the Board when will Scotty Cooper Park open, there has been no recent communication on it.
- **Andrea Griffie:** no comment.
- **Kyla Fischer:** is a new resident and a member of a Facebook moms club in the community that shares resources. The moms would like the Board to consider new playground equipment for Original Carrollwood Park & Scotty Cooper Park. Kyla worked for Hillsborough County and was involved in the park design for the new Carrollwood Village Park.
- **Jennifer Washburne:** is Kyla Fischer's neighbor and supports Kyla's request.
- **Kristy Taylor:** also supports Kyla's request.
- **Bryan Huls:** request the weed maintenance and the trees trimmed on Duck Island.
- **Dr. Anna Brown:** Expressed desire to continue discussion to lock Scotty Cooper Park.

Public Comment Closed: 6:40 p.m.

5. Consent Agenda Approval, including:

- Motion by **Trustee Carelli** to approve the consent agenda.
- Motion Seconded by **Trustee O'Donnell**
 - Approval of June 2020 Treasurer's Report
 - Approval of June 8, 2020 Executive Committee Meeting Minutes
 - Approval of June 8, 2020 Public Hearing Meeting Minutes
 - Approval of June 8, 2020 Regular Meeting Minutes
- **Vote: 6** in favor; 0 opposed

6. Regular Agenda

Mark Georgiades — Treasurer Matters:

- Nothing to report.

Mark Snellgrove – President Matters:

- Insurance Claim by Resident: read aloud a letter received from the District's insurance company. In short, the insurance company's investigation "revealed that the insurance claim of a fall did not occur on property owned or maintained by the District but on the public sidewalk", and as such, the District is not liable.
- Flood Insurance: reported to the Board that the Flood policy cost \$3,349.00 annually for the Recreation Center. After some discussion, the consensus was to obtain other quotes.
- Office Hours: asked if the Board would like to change the business office hours from afternoon to morning. The consensus was not to make any changes at this time, but adjust the afternoon hours from 2 p.m. to 6 p.m. Monday through Friday.

Suzan Giunta — Vice President & Grounds

- Trustee Giunta was absent.
- **Trustee Snellgrove** reviewed the quotes from ASI for irrigation repairs at Scotty Cooper Park and Lake Carroll Way. After a brief discussion, the Board decided to have ASI complete the repairs since the District has a contract with them.

Paul Siddall — Recreation Center & Tennis

- **Trustee Siddall** reported that he will have the annual AC inspections done for the five AC units at the Recreation Center.
- **Trustee Snellgrove** reported that the tennis court contractor recently repaired the cracks.

Michael Carelli — Original Carrollwood Park:

- **Trustee Carelli** reported that a resident's dog bit our maintenance employee. **Trustee Carelli** called the resident and advised that on future visits, the dog should wear a muzzle and be leashed at all times. The resident agreed to comply. This is the second time this dog has bitten someone.
- **Trustee Carelli** indicated that resident **Jennifer Washburne** had spoken with him regarding playground equipment improvements.

Kevin Shidler — White Sands Beach:

- **Trustee Shidler** addressed Dr. Dylan's swim safety question. The Trustee indicated that he has lived in the community since 1988 and there has never been a lifeguard, and it should be the parent's responsibility to monitor and supervise their children. If there is an issue or problem, then residents should tell the guard.
- **Trustee Shidler** reported that the guard service hours have been extended daily during the peak season and that the picnic tables will be secured with cables to the pavilion.
- **Trustee Snellgrove** reported that some residents have requested a "beach clean-up day".
- **Trustee Shidler** indicated that to replenish sand on both sides of the pavilion would cost between \$3,000 to \$5,000. **Treasurer Georgiades** will report at the August meeting if this is feasible.

David O'Donnell — Scotty Cooper Park:

- The new lights are now working at SCP. It is lit up better than ever before at night.
- There was discussion about when to open SCP. **Trustee Carelli** suggested that **Trustee Snellgrove** seek guidance from the Board's general counsel due to the inconsistencies with playgrounds. **Trustee Carelli** did a quick search on his phone and read aloud that the City of Tampa playgrounds are open, but Hillsborough County's are not.

Trustee Price — Community Development:

- Trustee Price was absent.

7. Other Business:

- **Trustee Snellgrove:** will handle the Duck Island request.
- **Trustee Snellgrove** asked the Board if the District should begin accepting debit and credit cards. The consensus was that Square would be a good fit for our model and authorized **Trustee Snellgrove** to proceed. **Trustee Shidler** commented “I can’t believe that we aren’t already doing it”.

8. Adjourn

- **Trustee O'Donnell** made a motion to adjourn
- **Motion** seconded by **Trustee Carelli**
- **Vote:** 6 in favor; 0 opposed
- Meeting ended at 8:05 p.m.

Meeting minutes recorded by Trustee Snellgrove due to Secretary being absent.

AS CORRECTED

**Carrollwood Recreation District Board — Executive Meeting Minutes
June 8, 2020**

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EXACT PHRASING AS CLOSELY AS POSSIBLE.

1. Call To Order

- President Mark Snellgrove called the meeting to order: 6:00 p.m.
Secretary Costa made corrections to the May 2020 meeting minutes.

2. Roll Call (roll not called for Executive Meeting)

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Present
Suzan “Suzy” Giunta	Vice President & Grounds	Not Present
Paul Siddall	Recreation/Tennis	Present
Mark Georgiades	Treasurer	Present
David O’Donnell	Scotty Cooper Park Chair	Present
Chrissie Price	Community Development	Present
Kevin Shidler	White Sands Chair	Present
Mark Snellgrove	President	Present

- Executive Meeting Adjourned at 6:30 p.m.

**Carrollwood Recreation District Board — Budget Hearing
June 8, 2020**

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EXACT PHRASING AS CLOSELY AS POSSIBLE.

1. Call To Order Budget Hearing

- President Mark Snellgrove called the meeting to order: 6:32 p.m.

2. Roll Call

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Present
Suzan “Suzy” Giunta	Vice President & Grounds	Not Present
Paul Siddall	Recreation/Tennis	Present
Mark Georgiades	Treasurer	Present
David O’Donnell	Scotty Cooper Park Chair	Present
Chrissie Price	Community Development	Present
Kevin Shidler	White Sands Chair	Present
Mark Snellgrove	President	Present

3. Determination of Quorum

- Yes: Eight Trustees present.

4. Budget Presentation by Treasurer Mark Georgiades

- **Trustee Georgiades** briefly reviewed points of interest on the 2020-2021 annual budget, stating that, “our goal is to meet a \$620,017.00 budget.”
- **Trustee Snellgrove** asked for comments from the Public.
- **Resident Dr. Anna Brown:** asked about budget contingencies. **Trustee Georgiades** explained that contingencies are for issues that may arise. **Trustee Carelli** added that we rarely spend the entire amount, and that contingencies are for unexpected expenses. He also stated that we push some projects off to make sure there are funds in reserve.
- **Resident David Williams:** asked how we came up with the maintenance budget and did we hold off on lake testing. **Trustee Snellgrove** explained, in-brief, the bidding process and the precedent set by previous budgets. He added that we did not hold off on lake testing.
- Budget Hearing Closed: 6:43 p.m.

- **Trustee Georgiades** made a motion to Adopt the 2020-2021 – FYE Budget – based on the District tax rate of \$600.00, to be assessed and collected upon the taxable property of the District for 2021 – FYE.
- Motion seconded by **Trustee Carelli**
- **Vote:** 8 in favor; 0 opposed

5. Public Comment Opened For Regular Meeting

- **Resident Shelley Stewart:** – read an open letter by the Board’s former Office Manager, Laura Allegri:
(Note: the letter is as received and uncorrected)

Trustees,

It has been my pleasure to have had the opportunity to work at the Recreation Center these last 6 years. I have really enjoyed my time there, helping each of you as well as getting to know the residents. I have told Janet to call or text me with any questions or concerns and that I will gladly help her with the Audit in the fall.

I am very grateful to the Board for offering me the use of the Recreation Center for my upcoming wedding. Sam and I have decided to change venues as we are down to the wire with no decision having been made. We appreciate the gesture and look forward to moving back to Original Carrollwood.

Thank You,
Laura Allegri

- **Dr. Rick Dylan:** Noted that in the budget, under SCP, there are estimates for the fencing. **Trustee Snellgrove** said that **Trustee O’Donnell** would explain further.

- **Public in attendance include:**

- Jack Griffie:
- Andrea Griffie
- Sheila Santafermia:
- Eli:
- Dr. Anna Brown:
- David Williams:
- Gary Greene (job applicant)
- Steve Bourland (job applicant)

Public Comment Closed: 6:46 p.m.

6. Consent Agenda Approval, including:

- Motion by **Trustee Costa** to approve the consent agenda.
- Motion Seconded by **Trustee Price**
- Approval of May 2020 Treasurer’s Report
- Approval of May 11, 2020 Executive Committee Meeting Minutes
- Approval of May 11, 2020 Regular Meeting Minutes

- **Vote:** 8 in favor; 0 opposed

7. Regular Agenda

Mark Georgiades — Treasurer Matters:

- **Trustee Georgiades:** No new business.

Mark Snellgrove – President Matters:

- **Trustee Snellgrove:**

- Discussed future dates for Off-Duty Deputies at White Sands Beach. **Trustee Snellgrove** deferred to **Trustee Shidler** regarding Off-Duty Deputies. The dates and times suggested included: July 4th and 5th, 1-7 p.m. **The Trustee** also added that there would not be a neighborhood parade or ski show this year as per the CCA.
- Personnel Matters: Maintenance Position Interviews
- **Trustee Snellgrove:** explained, in regard to the wedding of Laura Allegri, who was promised use of the rec center for her wedding, that when asked about use of the room, he was forced to abide by Hillsborough County Guidelines. According to Shelley Stewart, the wedding is now taking place at the Carrollwood Cultural Center. **Trustee Carelli** cited the Governor’s press released stating that venues can be opened at 50 percent capacity. **Trustee Shidler**, warned that we could not guarantee the room, if the Governor and/or Hillsborough County change their protocols regarding Covid-19 social distancing. **Trustee Siddall** explained that he works for the state, and he advises that we should follow state and then county guidelines, which at this point, is 50 percent. **Trustee Siddall** explained that the board did not make decisions out of malice. We should apologize to Laura and establish a new policy moving forward. Our contract for rentals should state that rentals are subject to change based on the state’s covid occupancy regulations.
- **Trustee Snellgrove:** there are two candidates interested in the Board maintenance position.
 1. **Steve Bourland:** stated that he realized that spending time on this part time job would take away from his regular job but wanted to address an issue at White Sands Beach (which **Trustee Shidler** addressed). **Trustee Shidler** stated that seaweed at the WSB is an on-going issue. **The Trustee**, using his phone, showed photos of a portable backhoe, because doing the job by hand is far too much for one individual to do in the allotted time. **The Trustee** explained the 2 ½ hour process: the seaweed is raked, loaded with pitchfork onto a wheelbarrow, and carted to a vehicle for disposal because it starts to smell. The next day, the seaweed is back. The job is overwhelming. Steve cannot fully commit to the job. Steve has a lawncare business but has cut down is accounts significantly.
 2. **Gary Greene:** Gary stated that he and his wife have lived in Original Carrollwood for more than 12 years. He is proud of the community. He is approaching retirement (and will retire at the end of the year). He has his wife’s A-OKAY to accept the job. He is mechanically inclined. He said, “This job will fit my lifestyle.” He currently gets off of work at 2:00 p.m., and can be here by 2:45 or 3:00 p.m.

- Trustee Snellgrove:** Suggested that the Board offer the job to Gary Greene, but also use Steve, whenever necessary. **Trustee Shidler** stated that Steve did excellent work helping at WSB.

Suzan Giunta — Vice President & Grounds

- **Trustee Giunta:** Not Present

Paul Siddall — Recreation Center & Tennis

- **Trustee Siddall:** has tried three times to get the tennis company back to make good on the warranty and fix the courts. The company has not responded. **Trustee Carelli** will call the company.
- **Trustee Siddall:** What are my responsibilities as Rec Center/Tennis Chair. **Trustee Snellgrove** provided a brief of his duties as they have typically been conducted.

Michael Carelli — Original Carrollwood Park:

- **Trustee Carelli:** has been receiving calls about using the softball field and soccer field, however, the park is not officially open. **The Trustee** has asked Janet to set up a sign-up sheet for residents. Residents do not have to pay, but will be assigned a time-slot.

Three employees from the lawn maintenance service ASI attended the meeting. The group of men came to discuss confusion over “alleged” charges to Original Carrollwood

- **Eric, of ASI:** stated that there have not been any repairs done on the irrigation since January. The gentleman detailed issues that have arisen over the past few months. The only money billed was the \$518.00 in January. The other issues are estimates for repairs not yet approved. **Trustee Snellgrove** explained that the cost to the Board is nearly \$800 per month (nearly \$9,600 per year) to check the sprinkler system. **The Trustee** questioned Eric on how the Board is supposed to know what is actually being done and when. **Trustee Snellgrove** also asked about modifying the contract. Eric said that they would be happy to modify the contract. **The Trustee** asked about the outstanding estimates for repairs. Eric stated that the two estimates amount to: \$3,402.25. **Trustee Georgiades** asked about treating dollar weed. Joe (from ASI) explained how it is done. **Trustee Shidler** asked if they (ASI) are in fact breaking the sprinkler heads and other equipment as part of their regular maintenance. Eric said that the equipment is made of plastic. The stuff breaks easily. Joe added that if they break something, they make note of it on their report. Joe also said that the heads are on flex pipes which typically give and don’t break. Eric added that when the plastic risers wear out, they stay up and are more prone to damage. **Trustee Snellgrove** asked why SCP is in such bad shape. Eric explained that SCP has expensive equipment, specifically the valves and rotors. ASI Phone Number: 407-338-9719. **Trustee Snellgrove**

explained that we have seen a drop-in revenue like any other business. Joe added that ASI could inspect every other month. **Trustee Snellgrove** explained that there have been complaints, including: the dog park not being mowed, and one area where a worker was caught on camera not fertilizing an area that was paid for under contract. **Trustee Siddall**, asked that when mowing, to try not to hit the fence in the dog park. **Resident Jack Griffie** asked who is in charge of adjusting the water supply. Eric stated that they check those levels continually based on the weather and the need.

- **Trustee Georgiades:** suggested that we do not need a monthly inspection at \$800 per month.
- **Trustee Carelli:** suggested that we create a specific schedule, not go on a regimented every other month schedule. **The Trustee** suggested: a modified schedule, a lower inspection rate and a lower hourly repair rate.
- **Trustee Price:** Suggested we negotiate on price. **The Trustee** asked Steve to comment. Steve suggested a schedule and added that we can always call to discuss hot spots. Steve suggested a schedule of six times per year. Steve suggested that the cost for the valves was not out of the ordinary.

Kevin Shidler — White Sands Beach:

- **Trustee Shidler:** Shidler has fielded numerous calls about crowds at Original Carrollwood Park, teams are showing up and organized practices are taking place. Organized teams are not supposed to play at the park. **Trustee Carelli** said the issue is that Hillsborough County Parks are still closed. In three months, this problem will go away.
- **Trustee Shidler:** The opening of the park went well, and we have not had too many people at the beach.

David O'Donnell — Scotty Cooper Park:

- **Trustee O'Donnell:** TECO was at SCP today working on changing over the electricity to our poles.
- **Trustee O'Donnell:** Has solicited multiple quotes for fencing improvements at Scotty Cooper Park. **The Trustee's** recommendation is West Florida Fence (current estimate: \$8,695.12). **The Trustee** suggests paying only: \$7,205.12, which can be accomplished by removing the entrance gate line-item from the price. The Board discussed the matter and agreed that there was not an urgent security risk to spend an unreasonable amount of money for a 6-foot fence and locking gate.
- **Trustee Carelli:** Commented that there are 3-registered sex offenders who live in the neighborhood and can just walk into the office and get a key. In addition, none of the recent scary stories about activity at the park have been substantiated.

- **Trustee O'Donnell** made a motion to award the fence contract at SCP to West Florida Fence in the amount of \$7,205.12; work to be completed in FY 2020-2021. (As advised by the Chair, the motion DID NOT include installing a locking gate at Scotty Cooper Park.
- Motion Seconded by: **Trustee Carelli**
- **Vote:** 7 in favor; 2 opposed

- **Sheila Santafemia:** voiced her concern that the neighborhood has taken time to secure White Sands Beach and Original Carrollwood Park but has not taken steps to protect our most vulnerable — our children — at Scotty Cooper Park. Sheila has personally seen pedophiles, homeless people and others who don't belong in the park.

Trustee Price — Community Development:

- **Trustee Price:** Will have signage proposals for the next board meeting.

7. Other Business:

- **Trustee Snellgrove:** Jim Powell stated that the CCA Board voted against having a Fourth of July parade and ski show considering the ongoing Pandemic.

8. Adjourn

- **Trustee Siddall:** made a motion to adjourn
- **Motion** seconded by **Trustee Price**
- **Vote:** 8 in favor; 0 opposed
- Meeting ended at 8:45 p.m.

Meeting minutes recorded by Trustee Costa

<< Quote >>

Order Id

033144

Phone (813) 464-4304
Fax

E-mail



SIGNSTAR
3502 Queen Palm Dr Ste C
Tampa, FL, 33619- USA
Phone: (813)-980-6763 Fax: (813)-980-6857
www.signstar.net

Quote Date	f 2	12/2/2019
SalesRep	Angela	
Terms Code	Due on Receipt	
Cust Id	CARROLL003	

Phone
Fax

SOLD TO
Carrollwood Recreation District
Tampa, FL USA

SHIP TO
Carrollwood
10205 Lake Carroll Way
Tampa, FL USA

Item ID	Qty	Unit of Measure	Unit Price	Extended Price
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Art	1	EA	\$0.00	\$0.00
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Art - reface entire existing monument signs

Custom Signage	2	EA	\$15,463.02	\$30,926.04
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(2) Single Face wall signs. stone veneer cover on new wall. Center will have a Sign panel with Flat cut out letters mouted with (2) Lamps on either end of panel. Small LED Flood lights to shine on Flat cut outs.

INSTALLATION	2	EA	\$5,000.00	\$10,000.00
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Remove Existing Block Signs, Installation of (2) New signs and connect to electrical

ENGINEERING	2	EA	\$250.00	\$500.00
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Florida Sealed Engineering

PERMIT	8	hr	\$55.00	\$440.00
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Staff time to assemble required documents, complete applications/forms, submit for and obtain required permits and approvals.

*Note-Permit Fees to municipality are additional and will be invoiced at cost.

PERMITS	1	EA	\$450.00	\$450.00
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Permit Cost

Estimated permit fees paid to municipality provided for budgetary purposes only. Actual fees will be invoiced at cost.

LIGHTING	2	ea	\$144.00	\$288.00
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Optional External Ground RGB Changing color Flood Lighting

Taxable	NonTaxable	SalesTax	Freight	Misc	OrderTotal
\$31,214.04	\$11,390.00	\$2,653.19	\$0.00	\$0.00	\$45,257.23

<< Quote >>

Order Id

033144

Phone (813) 464-4304
Fax

E-mail



SIGNSTAR
3502 Queen Palm Dr Ste C
Tampa, FL, 33619- USA
Phone: (813)-980-6763 Fax: (813)-980-6857
www.signstar.net

Quote Date	f 2 12/2/2019
SalesRep	Angela
Terms Code	Due on Receipt
Cust Id	CARROLL003

Phone	
Fax	

S O L D T O	Carrollwood Recreation District Tampa, FL USA
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S H I P T O	Carrollwood 10205 Lake Carroll Way Tampa, FL USA
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Item ID	Qty	Unit of Measure	Unit Price	Extended Price
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This quote does not include the costs associated with permits, permit labor fees, engineering or sales tax. These fees may vary with will be calculated and added to final invoice.

1. COMPLETION AND PERFORMANCE: SELLER shall commence the construction of the sign upon receipt of permit (if required) and prosecute the work thereon with due diligence until completion. Reference completion date is approximate only. All obligations to be performed by the Seller hereunder shall be subject to delay or failure resulting from riot, war, fire, labor disputes, unforeseen commercial delays, acts of God, laws, regulations or restriction of governmental or public authorities, accidents, forces, conditions or circumstances, whether or not similar to the foregoing, beyond its reasonable control.

2. TERMS OF PAYMENT Any invoices more than 30 days overdue are subject to a service charge of one and one-half percent per month interest on the unpaid balance. In the event that this bill is referred for collection, it shall be subject to a twenty percent attorney's fee charge.

3. TAXES The amount of any present or future sales, license, excise, or other tax, Federal, State, or Local, which may now or hereafter be assessed against the SELLER, or the PURCHASER, for services or materials covered by this contract, or against such services, shall be paid by the PURCHASER, for services or materials covered by this contract, or against such services, shall be paid by the PURCHASER, to the SELLER, upon demand by the SELLER, as an additional charge over and above the price as set forth in this contract

A 3% Service Charge Will Be Added to All Invoices That Are Paid With A Credit Card.

Signature: _____

Date: _____

OrderTotal	\$45,257.23
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Taxable	NonTaxable	SalesTax	Freight	Misc	OrderTotal
\$31,214.04	\$11,390.00	\$2,653.19	\$0.00	\$0.00	\$45,257.23



3502 Queen Palm Drive Suite C

Tampa, Florida 33619

813-980-6763

BUSINESS REFERENCES

Greg A. Cook

Senior Enterprise Marketing Specialist
GTE Financial
711 E Henderson Ave | Tampa, FL 33602
Office: 813.871.2690 ext.46602 | Fax: 813.414.8600
greg.cook@gtefinancial.org

Patty Ewing

Benderson Development
941-359-8303
PatriciaEwing@benderson.com

Town of Indian Shores

19305 Gulf Boulevard
Indian Shores, FL 33785
phone: 727.595.4020
direct: 727.474.7777
fax: 727.596.0050
www.myindianshores.com



3502 Queen Palm Drive

Suite C

Tampa, Florida 33619

Similar Projects

Project 1

Project Name - Williams Road Monument

Date Completed - March 2020

Budget - \$12,737

Project 2

Project Name – Cypress Creek Town Center Signs S1 and S2

Date Completed – December 2019

Budget – \$77,318

Project 3

Project Name - Cypress Creek Town Center Signs A, B and C

Date Completed – May 2019

Budget - \$149,213



3502 Queen Palm Drive Suite C

Tampa, Florida 33619

813-980-6763

STATEMENT OF QUALIFICATIONS

SIGNSTAR, a division of West Central Signs, Inc., is a full service sign company that has been in operation since 1983. We are a family owned and operated business. As a State of Florida certified licensed sign contractor and certified building contractor, SIGNSTAR offers complete sign management, including surveys, designs, permits, engineering and fabrication of signs in our 23,000 square foot UL Approved facility.

At SIGNSTAR we manufacture all aspects of signage from small interior office signs and wall graphics to exterior building signage, wayfinding, large pylon and monument signs. Our talented graphic artists can create original art and designs for your city or we can use drawings that you supply.

Our trained technicians, using only the most advanced installation and service equipment available within the industry, handle the installation, maintenance and service of signs throughout the state of Florida.

The wealth of experience, creativity and manufacturing knowledge of our team combined

with state-of-the-art production capabilities results in satisfied clients. We currently provide services for GTE Financial, Gerdau Hillsborough County Public Schools, ACHIEVA Credit Union, North American Steel, City of Ocala, Town of Indian Shores, MetLife, Benderson Development, New York Life, City of Tampa, Florida Medical Clinic, Terracap Management, City of New Port Richey and many other national, state and local clients. This link to our Flickr page, <https://www.flickr.com/photos/signstar/page1>, will take you to pictures of projects we've completed for some of our clients.

We have earned the respect and trust of countless customers throughout the years and would like the opportunity to work with you on your upcoming signage project. We welcome you and your team members to visit us and take a tour of our facilities to get a better understanding of who we are and what we have to offer.



8611 N.Dale Mabry
Tampa, FL 33614
(813) 960-0633

ESTIMATE

E-10037

www.image360.com/norhtampaf1

Payment Terms: Cash Customer

Created Date: 9/9/2019

DESCRIPTION: Monument Signs

Bill To: Carrollwood Area Assoc. of Neighborhoods
11380 Brookgreen Drive,
Tampa, FL 33624
US

Installed: Carrollwood Area Assoc. of Neighborhoods
11380 Brookgreen Drive,
Tampa, FL 33624
US

Requested By: Christina Price
Email: urbanchris@gmail.com
Cell Phone: (813) 210-5007

Salesperson: Erik Mirza
Email: erik@image360norhtampa.com
Entered By: Erik Mirza

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Monument Sign	2	\$29,948.74	\$59,897.48
1.1	<p>Stock Sign - Monument Construction</p> <p>Part Qty: 1 - Price: \$0.00</p> <p>Text: Proposal Based on RFP provided. Qty: (2)</p> <p>1. Building Plans and Engineered Drawings Draft and approve the engineered drawings for the entrance sign modifications . We will construct the building plans needed to be submitted to the Hillsborough County Permitting office. This price is for the blue prints and engineering. Plans will be stamped and sealed by the engineer and ready to submit for permitting. This does not cover the cost associated with the permitting process or construction cost. Engineering can take up to 4 weeks to complete</p> <p>2. Permitting: Permitting fees will be assessed based on county receipts. The dollar amount shown covers the management time and delivery to pull the required permits. Permit fees are hard to calculate and there's no formula from the county on how they're assessed.</p>			

permitting can take up to 6-8 weeks

3. NOC:

File the required NOC notice of Commencement

4. My Safe Florida inspection:

Call in My Safe Florida utility inspection prior to digging
Walk site to evaluate utility concerns and obstacles

5. Demo:

Demo the existing monuments and disposal of all removed materials
Electrical will be left in place for new wall monuments
No electrical pricing is included in this total

6. Block and Brick wall construction: 2 Monuments

Pricing based on conceptual rendering not building plans. Building plans and engineering may require changes to the pricing based on requirements from either the engineers and or the county.

Build 2 monuments as drawn
Demo and rebuild as needed
Apply decorative bricks to the walls
Stucco application to the center part of the wall between the columns
Materials and labor are included in the totals shown

7. Prime and paint the stucco:

Apply a hot primer designed for raw stucco prior two coats of the Association provided paint to match existing

Note:

If its not listed in this proposal it is NOT included
construction fees may changed based on actual drawings and engineering
County inspections will be managed with superintendent on site to meet officials

We will require a staging area for construction materials and debris during the construction process.

Management to provide a staging area close to the construction site

1.2

Stock Sign - Aluminum Sign with routed letters

Part Qty: 1
- Price: \$0.00

Text:

-2" thick painted aluminum cabinet
with 1/2" routed, painted, acrylic
lettering
-QTY: (2) signs

Subtotal: \$59,897.48

Taxes: \$5,091.29

Grand Total: \$64,988.77

Signature: _____ **Date:** _____



Signs of Tampa Bay LLC
 dba Signarama New Tampa
 1917 Passero Ave Lutz, FL 33559
 (813) 994-0101

ESTIMATE

EST-9902

www.signarama-newtampa.com

Payment Terms: Cash Customer

Created Date: 7/10/2020

DESCRIPTION: New Monument Signs and Removal of Old

Bill To: Carrollwood Recreation District
 3515 McFarland Rd
 Tampa, FL 33618
 US

Installed: Carrollwood Recreation District
 Corner of Dale Mabry and Lake Carroll
 Tampa, FL 33618
 US

Requested By: Christina Price
 Email: urbanchris@gmail.com
 Work Phone: (813) 210-5007
 Cell Phone: (813) 210-5007

Salesperson: Jeremiah Hoch
 Email: jeremiah@signarama-newtampa.com
 Work Phone: 813-994-0101 x 112
 Cell Phone: 813-5974328

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Monument Signs Manufacture two (2) identical monument signs 124"W X 60"H All Aluminum Cabinet Brick Thinset Facade 2" Deep Aluminum Cabinet to Hold 1/2" Thick Dimensional Lettering to Read: "ORIGINAL CARROLLWOOD est. 1959 Two (2) Light Fixtures on Either End of Sign Spotlight Uplighting RGB option add \$120 per sign	2	\$10,263.70	\$20,527.40
2	Survey Required Survey for Engineering and Permitting	1	\$340.00	\$340.00
3	Engineering Drawings This quote was prepared utilizing the experience and standards of Signs of Tampa Bay. The specifications outlined in this proposal and included in the attached conceptual drawings will be subject to final scrutiny by an authorized engineering firm. Final stamped engineering drawing specifications can differ and can change final design requirements, manufacturing and installation costs. Those final cost adjustments, if any, will be presented to the client prior to manufacturing for final approval.	1	\$250.00	\$250.00
4	Permit Acquisition These charges are a reasonable estimation of standard charges but are subject to modification. If additional administrative time (Including: Additional trips to meet the inspectors on site) are required these will be added to the final invoice.	1	\$550.00	\$550.00
5	Permit Fee	1	\$0.00	\$0.00

To be billed upon final invoice.

6	Monument Removal and Sign Installation	1	\$12,332.50	\$12,332.50
	Removal of two (2) existing "Carrollwood" monument signs			
	<ul style="list-style-type: none">• All items apply unless otherwise noted in estimate.• All pricing is based on information provided at time of estimate. Pricing is subject to adjustment if additional information is forthcoming or specifications change.• All pricing is based on work being done concurrently during normal business hours (8:30 am till 5:30 pm) unless otherwise noted. If work is required to be done at off hours than additional costs will be forwarded for approval prior to installation.• All pricing includes public utility clearance check, digging of footer(s), setting of steel support pole (s), county inspection of footer(s) prior to pouring of concrete, pouring of concrete, installation and attachment of finished sign over steel support structure, and final electrical connection. Unless otherwise noted.• The size and number of foundations, amount of concrete, diameter of steel pole(s) are a reasonable estimation and the cost is subject to modification once final stamped engineering is obtained and will be reflected on the final invoice.• We are not liable for any damage to landscaping and it will be the customers responsibility to repair and/or replace landscaping.• We are not responsible for any unforeseen underground obstructions (IE: Concrete, rock, and etc). Removal of underground obstructions is additional to the contract amount.• We are note responsible for dewatering (IE: Well Points)• We are not responsible for any weather delays caused by inclement weather.• Customers is responsible to provide free and clear access to the area where the sign is to be installed. Any delays due to the access issues will be additional to the contract amount and will be included on the final invoice.• Customer is responsible to provide a dedicated 20 amp 110 v circuit within 6' of the sign location.• Customer is responsible to provide a time clock on the sign circuit.• Customer is responsible to mark the sign breaker. Failure to do so will cause inspection to fail and customer will be responsible for re-inspection fees, labor, and materials to have the sign re-inspected.• Customer is responsible to mark all private utilities.• Removal of excess soil from the installation site after digging of foundation hole is the responsibility of the customer.• We will not be liable for any subsequent damages, consequential damages, or otherwise.			
	<i>We are professionals utilizing reasonable care and caution. We are not responsible for any damage to the work area caused by the installation of the sign.</i>			

All Prices quoted are valid for 30 days from the date of stated on the quotation. The minimum price for an order is \$85.00.

Invoices & Cancellation of Orders: Signs of Tampa Bay (Vendor) prepares your order according to your specifications. Therefore, prior to its commencement, your order is only cancelable with the Vendor's prior written consent. After commencement of your order (the point at which materials are ordered and work has begun), your order is non-cancelable. The Customer is Solely Responsible for Proofreading; Vendor does not assume any responsibility for the correctness of copy. Therefore, you must review and sign a proof prior to our commencement of your order. By signing your proof, you approve of its content and release the Vendor to commence the work. You are solely responsible for the content of the proof once it has been signed. Vendor's Liability: Vendor's total liability is hereby expressly limited to the services indicated on the invoice and Vendor will not be liable for any subsequent damages, consequential damages, or otherwise. All dates promised on this invoice are approximations unless the word "firm" is written and acknowledged by the Vendor. Terms of Payment: Upon ordering, 50% deposit is required on any order over \$150.00. If the order is less than \$150.00, customer must pay in

Subtotal:	\$33,999.90
Taxes:	\$2,379.99
Grand Total:	\$36,379.89
Deposit Required:	\$18,189.95

full. Your balance will be due upon completion, delivery and/or installation. Any payment with a credit card will be subject to a 3% convenience fee. We gladly will accept payment by cash, check, or ACH to avoid such fees. Vendor may, at its sole discretion, extend credit terms to you upon approval. Collection Procedures: Invoices are considered delinquent thirty (30) days from the date that your order is completed. After the thirtieth day, a late charge of \$25.00, together with interest accruing at the rate of 1.5% per month, or the maximum rate allowable by law, is assessed. You shall be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees. If a payment is made by check and the check is returned or stopped, there will be an additional \$35 fee per check added to the invoice. Customer's Acceptance of Work: Customer's acceptance, either personal or through his/her agent(s) and/or employee(s) of the work ordered shall be deemed as full acceptance. This means that by accepting delivery of the work, customer affirms that the work substantially conforms to all expectations. For exterior signage if balance is not paid, it is understood that we have the right to re-enter the property to take down and pick up all signs specified in the contract; all signs are sole property of Signs of Tampa Bay until payment is received. Lost or Substantially Forgotten Work: If customer does not take possession of completed work within thirty (30) days from notification of completion, then the work will be considered lost or forgotten, and vendor will not be responsible for further loss. Customer will be billed and responsible for payment for work that has been completed.

Thank you for your business - We appreciate it very much.

Signature: _____

Date: _____

Request for Proposal

RFP: Original Carrollwood Entrance Signs	Proposal Due By: 7/22/2020	Carrollwood Recreation District 3515 McFarland Rd, Tampa, FL 33618
<p>Project Overview:</p> <p>This project will update the entrance to the Original Carrollwood neighborhood. The project scope includes removing and disposing of off-site the existing two (2) sign structures at the corner of Lake Carroll Way and Dale Mabry Highway. The contractor will design, engineer, permit, fabricate and install two (2) new sign structures on either side of Lake Carroll Way.</p>		
<p>Scope of Work:</p> <p>Permitting and engineering as required by Hillsborough County. Remove and dispose off off site the two existing monument structures. Fabricate and install including foundation two (2) identical new aluminum sign structures clad with brick, aluminum panel with 2" return, ½" letters, with light fixtures on structure and uplighting. Overall height 60" and length 124" of each structure.</p> <p>Add Alternate: 1. RGB lighting with remote controllable up lighting 2. Planter structure in front of the sign</p> <p>Attached: Design Intent - Please note the scope will not include a radius as shown here. Logo files Insurance Requirements Contract form</p>		
<p>Submission Requirements</p> <ul style="list-style-type: none">• Design drawings including dimensions, material and fabrication specifications• Complete pricing including all required services and fees• Confirmation insurance requirements will be met, contract form is acceptable• Copy of contractor's license in the responding entity's name that meets county permitting requirements• Subcontractor List - if subcontractors will be used• Profiles of three (3) similar projects - photos, date completed, budget		

<ul style="list-style-type: none"> Statement of contractor qualification - including number of years in business, 3 past customer references and name(s) with contact information for business owner(s) 		
Project Due By: 60 days from award of contract		Submit questions via email.
Contact: Christina Price, CRD Community Development Chair	Email: CPrice@originalcar rollwoodcrd.com	Phone #: 813-210-5007

Design Intent

