



Carrollwood Recreation District
August 11, 2025

Board of Trustees

Executive Committee Meeting - 6:00 p.m.

Regular Meeting Agenda - 6:30 p.m.

Mark Snellgrove
President

Dr. Anna Brown
Vice President
Recreation Center/
Tennis Chairwoman

Mark Georgiades
Treasurer

Kristy Taylor
Secretary

Jared Brown
Community
Development
Chairman

Jack Griffie
Scotty Cooper Park
Chairman

Matthew J. Lavisky
Original Carrollwood
Park Chairman

Dan Seeley
Grounds Chairman

Kevin Shidler
White Sands Beach
Chairman

1. Executive Committee Meeting

- Review & make corrections to the July 14, 2025, regular meeting minutes.
- Review & finalize the August regular meeting agenda items.

2. Call Regular Meeting to Order

3. Roll Call

- Mark Snellgrove
- Dr. Anna Brown
- Mark Georgiades
- Kristy Taylor
- Jared Brown
- Jack Griffie
- Matt Lavisky
- Dan Seeley
- Kevin Shidler

4. Determination of Quorum

5. Public Comment

6. Motion to Approve the Consent Agenda

- Approval of the August 11, 2025, Regular Meeting Agenda
- Approval of the July 2025, Independent Accountant's Compilation Report
- Approval of the July 14, 2025, Executive Committee Meeting Minutes
- Approval of the July 14, 2025, Regular Meeting Minutes

7. Regular Agenda Items

CCA Liaison:

Treasurer:

- Report that the tax roll has been certified with the tax collector's office and that two folio numbers were joined, reducing the District's revenue by \$800.00.



Carrollwood Recreation District

Board of Trustees

Mark Snellgrove
President

Dr. Anna Brown
Vice President
Recreation Center/
Tennis Chairwoman

Mark Georgiades
Treasurer

Kristy Taylor
Secretary

Jared Brown
Community
Development
Chairman

Jack Griffie
Scotty Cooper Park
Chairman

Matthew J. Lavisky
Original Carrollwood
Park Chairman

Dan Seeley
Grounds Chairman

Kevin Shidler
White Sands Beach
Chairman

President:

- Report on the legal basis and authority to charge the estoppel fee.
- Report on who is entitled to purchase a fob.

Recreation Center/ Tennis Chairwoman:

Original Carrollwood Park Chairman:

- Gators in Lake Carroll.
- TECO
- Ramifications of property tax elimination.

White Sands Beach Chairman:

- Review lab results from the swim side.

Scotty Cooper Park Chairman:

Grounds Chairman:

Community Development Chairman:

8. Other Business

- Reopen public comment

9. Adjourn

**Carrollwood Recreation District Board
Executive Committee Meeting
Regular Meeting Minutes
July 14, 2025 – Not Yet Approved**

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

1. Executive Committee Meeting

- Review & make corrections to the June 9, 2025, public hearing & regular meeting minutes.
- Review & finalize the July regular meeting agenda items.

2. Regular Meeting

- President Mark Snellgrove called the regular meeting to order at 6:30pm.

3. Roll Call

• Mark Snellgrove	President	Present
• Dr. Anna Brown	Vice President Rec Center/Tennis Chair	Present
• Mark Georgiades	Treasurer	Present
• Kristy Taylor	Secretary	Present
• Jared Brown	Community Development Chair	Not Present
• Jack Griffie	Scotty Cooper Park Chair	Present
• Matthew J. Lavisky	Original Carrollwood Park Chair	Present
• Dan Seeley	Grounds Chair	Present
• Kevin Shidler	White Sands Beach Chair	Not Present

4. Determination of Quorum

- Yes: seven trustees present at 6:30pm.

5. Public Comment

- Ethan Pliskow: no comment
- Public comment closed at 6:30pm

6. Motion to Approve the Consent Agenda

- Approval of the July 14, 2025, Regular Meeting Agenda
- Approval of the June 2025, Independent Accountant's Compilation Report
- Approval of the June 9, 2025, Executive Committee Meeting Minutes
- Approval of the June 9, 2025, Public Hearing Meeting Minutes
- Approval of the June 9, 2025, Regular Meeting Minutes

- Trustee Lavisky made a motion to approve.
- **Motion** Seconded by **Trustee Georgiades**
- **Vote:** 7-in favor – 0-opposed

7. Regular Agenda Items

CCA Liaison:

- CCA Board member Ethan Pliskow reported that “all is going well”. Some lake concerns regarding the lake levels and of the alligator sightings. Trappers have been called, and one was caught several months ago. The trappers must see the gators to trap them; they can’t search the lake.

Treasurer Georgiades

- Discuss recent authorized expenditures in the payables file.
 - Reported that a board member must approve an invoice to be paid.
 - Discussed the gatekeeper invoice for White Sands Beach.
 - Discussion about the Recreation Center cleaning service: the question was asked how often there is a “deep cleaning”. Janet will request, as needed, it’s only performed an average of once per month.
 - Discussed invoice for fire sprinklers repair at the Rec Center.
 - ASI Landscaping checks the sprinklers monthly and when they see issues they’ll provide a quote to repair.
 - We have \$388,000 in the reserve fund, and we are looking good for the 4th quarter.

President Snellgrove

- The board discussed the estoppel fee.
- Reminder that the estoppel fee is for when a title company makes a request to the CRD office for a residential search for their buyer.
- We are legally able to charge a fee since Janet is doing some work for the title companies.
- The CRD’s general counsel recommended creating our own form and post it on the website and charge a fee for this service.
- Discussion: the types of requests are different each time. We shouldn’t be commenting on HOA/CCA issues. We may need to add some additional general comments. We need to keep it generic to keep it the same across the board. We are not responding as an HOA or on behalf of the CCA. They are looking for pending assessments or pending actions. Mark will request that our general counsel draft the form.
- Fee discussion: \$100 standard fee, and a \$50 rush fee was suggested. The board discussed whether we should charge the fee. Depending on the form we have Janet fill out, we will change what we could/should

charge. A question was asked what the legal authority is for the District to charge this fee. The fee should also be reasonable.

- Trustee Lavisky made a motion to set the estoppel fee at \$100 plus a \$50 expedited fee (three-day rush), subject to our attorney confirming we have a legal basis and authority to charge a fee based on state statute.
- **Motion** Seconded by **Trustee Georgiades**
- **Vote:** 7-in favor – 0-opposed
- Discuss ASI contract modification.
- The Board discussed adding the back-gate lawn on Valencia Road behind the school to the ASI contract and discussed a second bid from Chuck Kim Enterprises. Board discussed ASI does have insurance liability to cut the back gate at Valencia. Mr. Kim cost less and he's in the neighborhood and he might have more of an investment with the job. Mr. Kim also has insurance, and he could have more time slots vs. ASI come when they come. The Board chose to award the contract to Chuck Kim Enterprises.
- Trustee Lavisky: motion to award Chuck Kim Enterprises the contract of cutting the lawn on Valencia Road for an annual cost of \$2,400.
- **Motion** Seconded by **Trustee Dr. Anna Brown**
- **Vote:** 7-in favor – 0-opposed

Recreation Center/ Tennis Chair Dr. Anna Brown

- Shade materials for the tennis courts arrived and installation will start soon.
- Two Carrollwood K-8 PTSA rental requests. One for the rec center for a Boo Hoo Breakfast. The second is for Original Carrollwood Park for a Back-to-School Bash. Insurance is up to date.
- General comment regarding the portables at the school. When members of Carrollwood Elementary, parents, PTA, community members and members of the board went to the school district to petition for the transition to Carrollwood K-8, they called for the school district to restrict the number of students into the school. The plan called for limiting or stopping the number of students for choice, which did not happen. The portables are now needed because the district did not follow through on the plan and restrict the number of students coming into Carrollwood. The portables are to fulfill the increase of students.
- When a school is built there are a number of seats allocated for that school. The boundary has not changed since the school went K-8, we had less students vs. the number of seats available. Now that the school district didn't change the boundaries, our choice number of students didn't change and continued to increase.

- Dr. Anna Brown reported that we have a thorough process in the office on verifying residents. The directory is checked, as well as the property appraiser's site, we're not just looking at IDs. A request for a lease and a copy of the lease is kept on file for rental properties.
- Updates to the directory are done quarterly and the spreadsheet is updated. When we exceed 5 new residents, a new update is given to the guard.

Original Carrollwood Park Chair Lavisky

- There are some dead trees in the dog park and some other areas that need to be cleaned up.

White Sands Beach Chair Shidler

- Lab results were okay; it was a low number but will probably change with the rain.

Scotty Cooper Park Chair Griffie

- We needed permits for the treatment of the weeds. We have secured the permits needed and work will be getting done soon. An initial treatment was most likely already done.

Grounds Chair Seeley

- For CCA: question if off-duty security could be requested at all events going forward as a safety precaution. Can this be discussed with the CCA board?
- White Sands Beach: a new loop was supposed to fix some issues and the company was called but not reached. The loop needs to be moved back on the exit side, it's too close to the gate. They'll have to make another cut into the asphalt. On the entrance side the monitor needs to be fixed. A quote has already been approved for repair.
- There was an issue with the exit gate and the settings had to be reset and slowed down the gate closure. A timer may be installed. Both gates could be held open, so we may need to look at the settings. The modular has to be there for communication.
- Should a sign be at the exit saying "if you have an issue, please call"...?
- The pedestrian gate may need to be looked at for the latch system.
- It was reported that a resident's child has been riding the exit gate when it closes.
- Monday, August 18th is the planned date of when the fob system will be fully operational – the transition period will end.
- 100% improvement on non-residents using the facility per resident discussion with those that live on that street.
- Requests for landscaping quotes will now begin.

Community Development Chair Jared Brown

- Not Present

8. Other Business

- Reopened Public Comment.
- Max McKinley from CCA: no comment
- Ethan said that CCA board members were locked in at Scotty Cooper and it's now been resolved. If the key is not working residents need to see Janet to get a new key.
- Nicole Barolo: after hours fob sales event went and was well attended.
 - Text system was a great way to communicate with the residents.
 - Planning one additional after hours, now that a date is set.
 - Next question, when is it coming to other parks?
 - We have about 450 sold fobs.

9. Adjournment

- **Motion** by Trustee Georgiades to Adjourn
- Motion Seconded by **Trustee Seeley**
- **Vote:** 7-in favor – 0-opposed
- Time: 7:38pm

Meeting minutes recorded by Secretary Taylor

**Carrollwood Recreation District Board
Executive Committee Meeting
Public Hearing
Regular Meeting Minutes
June 9, 2025 – Board Approved**

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

1. Executive Committee Meeting

- Review & make corrections to the May 12, 2025, regular meeting minutes.
- Review & finalize the June public hearing & regular meeting agenda items.

2. Call the Public Hearing to Order

- President Mark Snellgrove called the meeting to order at 6:34pm.

3. Roll Call

• Mark Snellgrove	President	Present
• Dr. Anna Brown	Vice President Rec Center/Tennis Chair	Present
• Mark Georgiades	Treasurer	Present
• Kristy Taylor	Secretary	Present
• Jared Brown	Community Development Chair	Present
• Jack Griffie	Scotty Cooper Park Chair	Not Present
• Matthew J. Lavisky	Original Carrollwood Park Chair	Present
• Dan Seeley	Grounds Chair	Not Present
• Kevin Shidler	White Sands Beach Chair	Present

4. Determination of Quorum

- Yes: six trustees present at 6:34pm.

5. Public Hearing on the 2026 Fiscal Year Ending Budget

- a. Announce the opening of the public hearing.
- b. **Motion** to Approve the Public Hearing Agenda made by Board Member Jared Brown. Motion Seconded by Board Member Lavisky. Board **Vote: 6-0 yes.**
- c. Public Hearing Presentation by Board Treasurer Mark Georgiades.
 - Reported that some adjustments were made from the May meeting.
- d. Public Comment on the Proposed 2026 Fiscal Year Ending Budget.
 - Public comment closed at 6:38 p.m.

- e. Board Vote: **Motion** to Adopt the 2026 Fiscal Year Ending Budget, based on the District Tax Rate of \$800.00 to be assessed and collected upon the Taxable Property of the District for 2026-FYE.

Trustee Georgiades made a motion to approve.

Motion Seconded by **Trustee Shidler**

Vote: 7-in favor – 0-opposed

- f. Announce the closing of the public hearing.

6. Regular Meeting Public Comment

- Ethan Pliskow – no comment
- Neil Boyd – no comment
- Public comment closed at 6:39pm

7. Motion to Approve the Consent Agenda

- Approval of the June 9, 2025, Regular Meeting Agenda
- Approval of the May 2025, Independent Accountant's Compilation Report
- Approval of the May 12, 2025, Executive Committee Meeting Minutes
- Approval of the May 12, 2025, Regular Meeting Minutes
- Trustee Jared Brown made a motion to approve.
- **Motion** Seconded by **Trustee Dr. Anna Brown**
- **Vote:** 7-in favor – 0-opposed

8. Regular Meeting Agenda Items

CCA Liaison:

- Not present.

Treasurer Georgiades

- Changes were made to the adopted budget based on last month's meeting discussion.

President Snellgrove

- Report on the 1099 contractor compensation adjustment of Daniel Francis.
- Board discussion on:
 - Adjusting Daniel Francis' hourly rate to \$19.00 per hour.
 - After-hours calls for WSB: John Probst, who was the district's previous maintenance manager, has agreed to be on-call after hours when needed for the access control gate at White Sands Beach (i.e. if the gate won't open or won't close). John's hourly rate will be \$19.00 per hour as a 1099 contractor.
 - Discussion on what changes need to be made when an OC home sells, and how to update the FOB status with the new owner's name.

- Discussion on the call button on the White Sands Beach gate.
- Discussion on the services the office has been providing for inquiry requests from title companies and real estate agents on property boundaries and the District tax. Should the District charge for this service. An estoppel fee is permitted by state law up to \$299.00 that can be charged for this type of service, which we are currently providing verification that a property is or isn't in the district boundaries. The CRD office has been providing a standard response to all requests for a long time. The Board discussed whether we should start charging the estoppel fee for our service. The CRD's general counsel advised that a fee is reasonable for this service.

Recreation Center/ Tennis Chair Dr. Anna Brown

- Board discussion on annual evaluation for district employees:
 - The Board unanimously agreed to increase Janet & Gary's hourly rate from \$19 an hour to \$20 an hour.

Original Carrollwood Park Chair Lavisky

- Nothing to Report

White Sands Beach Chair Shidler

- Board discussion on protocols for rental and lease properties.
 - Do we keep records on renters? We need to review our current procedures for how we track rental properties and how they get to use district amenities.

Scotty Cooper Park Chair Griffie

- Not present.

Grounds Chair Seeley

- Not present.

Community Development Chair Jared Brown

- Discussed sign revisions for Scotty Cooper Park. Trustee Jared Brown proposed adding text to existing signs rather than ordering new signs.

9. Other Business

- Public Comment reopened, but there were none in attendance.

10. Adjournment

- **Motion** by Trustee Shidler to Adjourn
- Motion Seconded by **Trustee Jared Brown**
- **Vote:** 7-in favor – 0-opposed
 - Time: 7:44pm

Meeting minutes recorded by Secretary Taylor

Carrollwood Recreation District

ESTOPPEL CERTIFICATE

Date of Issuance: _____

Name of the property owner(s) as reflected in the books and records of the Carrollwood Recreation District ("CRD"):

Property Address: _____

Fee for the preparation and delivery of the Estoppel Certificate: \$100 (standard) or \$150 (expedited)

Requester Information:

Name of Requestor: _____
Phone Number: _____
Fax Number: _____
Email Address: _____
Company Name: _____
Company Address: _____

Assessment Information: A non-ad valorem recreation district tax of \$800.00 titled *Carrollwood Recreation ISD* is assessed annually and included by the Hillsborough County Tax Collector on each property tax bill.

There are no other assessments imposed by the CRD. Fees may be imposed for use of the recreation facilities by the Board of Trustees. As of this date, it costs \$30 per key fob for gate access.

Certification:

I certify that, to the best of my knowledge and belief, the information and statements contained on this form and attachments (if applicable) are true and correct. The responses herein are made in good faith and to the best of my ability as to their accuracy.

s/_____

Authorized Representative of the Carrollwood Recreation District

An estoppel certificate that is hand delivered or sent by electronic means has a 30-day effective period from the Date of Issuance. An estoppel certificate that is sent by regular mail has a 35-day effective period. If additional information or a mistake related to the estoppel certificate becomes known to the CRD within the effective period, an amended estoppel certificate may be delivered at no charge and becomes effective if a sale or refinancing of the parcel has not been completed during the effective period. An amended estoppel certificate must be delivered on the date of issuance, and a new 30-day or 35-day effective period begins on such date. Nothing herein shall constitute approval of CRD to the transaction that is the subject of this request.

The Carrollwood Recreation District is an Independent Special District created by the Florida Legislature and approved by referendum on December 5, 1972.

Its nine-member board of trustees are responsible for maintenance, upkeep, and operation of all the neighborhood properties, common areas, and the Recreation Center. The maintenance responsibilities of the Board are funded by annual assessment levies of all residential properties located in the District.

Carrollwood Recreation District

ESTOPPEL CERTIFICATE REQUEST

STANDARD REQUEST FEE: \$100 per estoppel request.

EXPEDITED REQUEST FEE: Additional \$50 per estoppel request (\$150 total).

All payments must be made by check or money order and received with form. One request and check per form is required. Information will be provided within ten (10) business days from receipt of form and payment. Expedited requests will be provided within three (3) business days. All information will be provided in writing and may not be given by phone.

Please Send Request to: **office@originalcarrollwoodcrd.com**

Date of Request: _____
Preferred Method of Delivery: Email ____ OR Fax ____
Request Type: Standard ____ OR Expedited ____
Name of Requestor: _____
Phone Number: _____
Fax Number: _____
Email Address: _____
Company Name: _____
Company Address: _____

Closing Date: _____
Property Address: _____

Folio #: _____
Lot/Block #: _____

Name of Seller (First & Last Name): _____

Name of Buyer (First & Last Name): _____

The Carrollwood Recreation District is an Independent Special District created by the Florida Legislature and approved by referendum on December 5, 1972.

Its nine-member board of trustees are responsible for maintenance, upkeep, and operation of all the neighborhood properties, common areas, and the Recreation Center. The maintenance responsibilities of the Board are funded by annual assessment levies of all residential properties located in the District.