



Carrollwood Recreation District
May 12, 2025

Board of Trustees

Executive Committee Meeting - 6:00 p.m.

Mark Snellgrove
President

Regular Meeting Agenda - 6:30 p.m.

Dr. Anna Brown
Vice President
Recreation Center/
Tennis Chairwoman

1. Executive Committee Meeting

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

Mark Georgiades
Treasurer

2. Call Regular Meeting to Order

Kristy Taylor
Secretary

3. Roll Call

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

Jared Brown
Community
Development
Chairman

Jack Griffie
Scotty Cooper Park
Chairman

4. Determination of Quorum

Matthew J. Lavisky
Original Carrollwood
Park Chairman

5. Public Comment

Dan Seeley
Grounds Chairman

6. Motion to Approve the Consent Agenda

- Approval of the May 12, 2025, Regular Meeting Agenda
- Approval of the April 2025, Independent Accountant's Compilation Report
- Approval of the April 14, 2025, Executive Committee Meeting Minutes
- Approval of the April 14, 2025, Regular Meeting Minutes

Kevin Shidler
White Sands Beach
Chairman

7. Regular Agenda Items

CCA Liaison:

Treasurer:

- Review & discuss the draft budget for FY 2025-2026.
- Public hearing scheduled for June 9, 2025.



Carrollwood Recreation District

Board of Trustees

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Recreation Center/
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Matthew J. Lavisky
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Dan Seeley
Grounds Chairman

Kevin Shidler
White Sands Beach
Chairman

President:

- Confirm off-duty Sheriff's deputy for May 23rd weekend (Friday, Saturday, Sunday, & Monday) – last year's times were: 12-7.
- Discuss payment procedures for contactors & 14-day accounting cycle.
- First-time contractors require: W-9, Acord certificate of liability insurance, CRD provided short form agreement for goods and services, the vendor quote with no sales tax, and an invoice which must then be approved for payment by the trustee who authorized the expenditure.

Recreation Center/ Tennis Chairwoman:

Original Carrollwood Park Chairman:

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
April 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 March 10, 2025, regular meeting minutes.
- Review & finalize the April regular meeting agenda items.
 - Added OTC Security Cameras estimate # 1120 to the meeting agenda.

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 | Present |

4. Determination of Quorum

- Yes: seven trustees present at 6:30 p.m.

5. Public Comment

- Shirley Pearsall- in attendance to present landscape architect plans for White Sands Beach improvements.
- Ethan Pliskow – no comment.
- Giuseppe Ferraro – no comment.
- Nicole Barolo: Asked how training is going with Janet in the business office and when the FOB keys are planned to begin selling, she needs some dates. She's going to start working on the demonstration video.
- Public comment closed at 6:32 p.m.

6. Motion to Approve the Consent Agenda

- Approval of the April 14, 2025, Regular Meeting Agenda
- Approval of the March 2025, Independent Accountant's Compilation Report
- Approval of the March 10, 2025, Executive Committee Meeting Minutes
- Approval of the March 10, 2025, Regular Meeting Minutes
- Approval of the A Total Solution quote in the amount of \$7,381.80 for repairs and maintenance to the fire sprinkler system & backflows at the Recreation Center.
- Trustee Griffie made a motion to approve.
- **Motion** Seconded by **Trustee Georgiades**
- **Vote:** 8-in favor – 0-opposed

7. Regular Agenda Items

CCA Liaison – provided by Ethan Pliskow:

- Easter egg hunt is scheduled for Saturday, April 19th at OCP.
- The new CCA resident texting system has been working well.

Treasurer Georgiades

- Request for committee budget proposals for FY 2025-2026. Budget draft to be provided at the May meeting, with a Public Hearing scheduled for June 9th, 2025.
- The board discussed various future capital projects:
 - A new Original Carrollwood Park fence will be budgeted for the next FY budget starting in October 2025.
 - FOB integration for all other parks.
 - Fans at White Sands Beach.
 - All park restrooms to be remodeled.

President Snellgrove

- Board discussed FOB system:
 - The installation of the access control gate system is complete. Now working on the administration side to get ready for selling and assigning FOB numbers.
 - Looking to start selling May 5, 2025, and start using by June 1, 2025.
 - Flyer to residents. Yard signs throughout the neighborhood.
 - Demonstration video to be created and posted on the community FB page and the website.
 - Access granted even with guard present is an advantage.
 - The system will maintain a record each time the fob is used.
 - The CRD pays a monthly fee for electronic access control.

- Dr. Ann Brown reported that when there is a power outage, the gate will open and remain open until the power is restored and will reset when power resumes.
- Trustee Seeley reported that the exit gate motion sensor that triggers the gate to open is being moved back.
- 2 - FOBs per household \$30 each.

Recreation Center/ Tennis Chair Dr. Anna Brown

- Nothing to report

Original Carrollwood Park Chair Lavisky

- The board discussed batting cage installation.
 - It hasn't been easy to find a contractor to install the batting cage. Trustee Lavisky asked if anyone had a suggestion for an installer?
 - Trustee Lavisky is going to reach out to our insurance agent to make sure that we have appropriate coverage with the addition of the access control gate system.

White Sands Beach Chair Shidler

- Lab results are good.
- Kevin has experienced some guard service issues and them not being as productive with personnel staffing and not following procedures.
- Board discussion on monitoring the guard service for improvement with more consistency.

Scotty Cooper Park Chair Griffie

- Nothing to report – Jack had to leave early.

Grounds Chair Seeley

- Board discussed landscaping at White Sands Beach:
 - Shirley Pearsall, a retired landscaping architect who has lived in the community for 24-years, discussed her recommendations for changes and adding new plants. Plans were drawn up for the board and public to review.
- Main entrance needs to be replanted, according to Shirley. She'll suggest some improvements on the south side also.
- Shirley also mentioned the wall on Butia Place at end by Bank of America is not looking good and falling. She's not sure who's responsible for the maintenance. The board discussed looking into it and what the needs will be to fix it.
- Board discussion on where to place the license plate reader.

- OTC Security Cameras estimate # 1120 presentation & discussion.
- **Motion by Trustee Seeley** to: Award OTC Security Cameras a contract to install security cameras for the entrance gate at White Sands Beach for \$5,175.34.
- **Motion** Seconded by **Trustee Shidler**
- **Vote:** 7-in favor – 0-opposed

Community Development Chair Jared Brown

- Not present.

8. Other Business

- Reopened Public Comment.
- Nicole asked to re-confirm the FOB distribution date so she can make the newsletter production deadline along with a postcard mailer.
 - May 5th start selling, \$30.00 cash, check, credit card.

9. Adjournment

- **Motion** by Trustee Lavisky to Adjourn
- Motion Seconded by **Treasurer Georgiades**
- **Vote:** 7-in favor – 0-opposed
- Time: 7:32pm

Meeting minutes recorded by Secretary Taylor.

**Carrollwood Recreation District Board
Executive Committee Meeting
Regular Meeting Minutes
March 10, 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 February 10, 2025, regular meeting minutes.
- Review & finalize the March regular meeting agenda items.

2. Regular Meeting

- President Mark Snellgrove called the regular meeting to order at 6:32pm.

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 | Not Present |
| • Dan Seeley | Grounds Chair | Present |
| • Kevin Shidler | White Sands Beach Chair | Not Present |

4. Determination of Quorum

- Yes: six trustees present at 6:32pm.

5. Public Comment

- Giuseppe Ferraro: no comment
- Nicole Barolo: She created answers to frequently asked questions for the website & social media. There's not been a lot of comments on Facebook – it's been going well with resident communication rollout. Nicole wants to convey when the FOBs will be available for resident distribution.

Board discussion:

- There will be a transition period from keys to FOBs. We need to test the system before mass distribution.
- There will be a trial period at the beginning of April. During the trial run, residents will access White Sands Beach as normal, and test out how the FOB access works, what happens after hours and during deactivation, and make a 'how to' video.

- The goal is to have FOB access up and running by mid to late April or May.
- Jared Jones: Suggested FOB distribution be broken up on different days.
- Public comment closed at 6:46pm

6. Motion to Approve the Consent Agenda

- Approval of the March 10, 2025, Regular Meeting Agenda
- Approval of the February 2025, Independent Accountant's Compilation Report
- Approval of the February 10, 2025, Executive Committee Meeting Minutes
- Approval of February 10, 2025, Regular Meeting Minutes
- Approval for ASI Landscape Management automatic renewal contract extension (1. contract extension period: March 1, 2025, to February 28, 2026); (2. cost for services increase per contract: from \$6,490.00/month to: \$6,684.71/month)
- Approval for acceptance of the Independent Auditors' Report: fiscal year ending September 30, 2024, from Brimmer, Burek and Keelan, LLP
- Trustee Seeley made a motion to approve.
- **Motion** Seconded by **Trustee Georgiades**
- **Vote:** 6-in favor – 0-opposed

7. Regular Agenda Items

CCA Liaison:

- Jared Jones: no comment.

Treasurer Georgiades

- Request for committee budget proposals for FY 2025-2026. Budget draft to be provided at the May meeting, with a Public Hearing scheduled for June 9th.
- Committee members should begin planning their budgets & provide input to Mark Georgiades. There was discussion on the following:
 - Restroom renovations: new paint and some hardware replacement.
 - New water stations at White Sands Beach and Scotty Cooper Park.
 - FOB access at Scotty Cooper Park & Original Carrollwood Park.
 - New fencing at Original Carrollwood Park and the dog park.
 - New 'No Smoking' signage.
- Mark Georgiades reported that the liability insurance policy has been paid for another year.

President Snellgrove

- Nothing to report.

Recreation Center/ Tennis Chair Dr. Anna Brown

- Discussed new Pickleball nets.

Original Carrollwood Park Chair Lavisky

- Not present.

White Sands Beach Chair Shidler

- Lab results were a little high, which could occur due to heavy rain.

Scotty Cooper Park Chair Griffie

- Not present.
- There was a snake spotted at the park.

Grounds Chair Seeley

- The Board discussed:
 - Camera locations for the new gates.
 - Discussed using restroom code when key fobs are distributed.
 - Tree trimming has been completed around the dog park area.
 - The fallen tree behind the tennis courts was briefly discussed.
 - White Sand Beach pedestrian walkway will be completed soon.
 - Landscaping will be done at the entrance to WSB.
 - Board members to “test” access to cameras and system.
 - Discussed the guard staying until dark instead of leaving at a set time.

Community Development Chair Jared Brown

- Discussed adding no-smoking signage.

8. Other Business

- Reopened Public Comment

9. Adjournment

- **Motion** by Trustee Georgiades to Adjourn
- Motion Seconded by **Trustee Taylor**
- **Vote:** 6-in favor – 0-opposed
- Time: 7:22pm

Meeting minutes recorded by Secretary Taylor

Carrollwood Recreation District

Proposed Budget

October 2025 - September 2026

Assessment Rate: \$800 per OC Home

May 12, 2025 Regular Meeting

| | <u>Total</u> |
|--|----------------------|
| Income | |
| GENERAL | |
| 605 Rec Center Room Charges | 24,000.00 |
| 610 Interest | 12,000.00 |
| 615 Special Assessments | 664,000.00 |
| 616 Special Assessments - Reserve Fund Replenish | 50,000.00 |
| 620 Other | 10,000.00 |
| Total Income | <u>\$ 760,000.00</u> |
| Expenses | |
| 03 PRESIDENT | |
| 820 Contingency & Other President | 11,500.00 |
| 825 Gatekeeper Service | 4,000.00 |
| 830 Insurance - Bonds | 250.00 |
| 835 Insurance - Officer D&O | 7,500.00 |
| 845 Insurance - Prop/Liab/Umbrella | 65,000.00 |
| 850 Insurance - Workers Comp | 3,000.00 |
| 870 Operating Supplies | 9,000.00 |
| 900 Professional Services | 8,000.00 |
| 915 Cleaning Contract | 8,500.00 |
| 960 Utilities - TECO | 20,000.00 |
| 965 Utilities - Trash | 3,000.00 |
| 970 Utilities - Water | 12,000.00 |
| Total 03 PRESIDENT | <u>\$ 151,750.00</u> |
| 05 TREASURER | |
| 805 Accounting-Bookkeeper | 11,500.00 |
| 810 Accounting - Auditing | 11,000.00 |
| 815 Accounting - Bank Charges/Fees | 400.00 |
| 875 Board Fee - State | 175.00 |
| 910 Property Taxes - Non-Ad Valorem | 500.00 |
| 920 Rent/Leases - CCA | 60,000.00 |
| Total 05 TREASURER | <u>\$ 83,575.00</u> |
| 07 WHITE SANDS BEACH | |
| 855 Lake Testing | 500.00 |
| 924 Repairs & Maint WSB | 15,000.00 |
| 940 Guard Service WSB | 77,500.00 |
| 985 Capital Improvements WS Beach | 1,000.00 |

| | |
|---|----------------------|
| Total 07 WHITE SANDS BEACH | \$ 94,000.00 |
| 09 SCOTTY COOPER PARK | |
| 925 Repairs & Maint SCP | 10,000.00 |
| 986 Capital Improvements SCP | 15,000.00 |
| Total 09 SCOTTY COOPER PARK | \$ 25,000.00 |
| 11 ORIGINAL CARROLLWOOD PARK | |
| 926 Repairs & Maint OCP | 15,000.00 |
| 987 Capital Improvements OCP | 105,000.00 |
| Total 11 Original Carrollwood Park | \$ 120,000.00 |
| 13 TENNIS | |
| 927 Repairs & Maintenance Tennis | 7,000.00 |
| Total 13 TENNIS | \$ 7,000.00 |
| 15 RECREATION CENTER | |
| 865 Office Supplies Rec Center | 4,250.00 |
| 885 Payroll Taxes | 5,000.00 |
| 890 Pest Control Rec Center | 1,000.00 |
| 895 Postage | 500.00 |
| 928 Repairs & Maint Rec Center | 20,000.00 |
| 930 Salary - Maintenance | 22,500.00 |
| 935 Salary - Office | 24,000.00 |
| 936 Travel - Mileage Reimbursement | 925.00 |
| 941 Security Monitoring Rec Center | 5,000.00 |
| 950 Telephone | 3,000.00 |
| 988 Capital Improvement Rec Center | 0.00 |
| Total 15 RECREATION CENTER | \$ 86,175.00 |
| 17 GROUNDS | |
| 860 Landscaping Monthly | 90,000.00 |
| 929 Repairs & Maint Grounds | 35,000.00 |
| 955 Tree Trimming | 5,000.00 |
| 990 Capital Improvements - Grounds | 0.00 |
| Total 17 GROUNDS | \$ 130,000.00 |
| 19 COMMUNITY DEVELOPMENT | |
| 989 Capital Improvements Comm Dev | 12,500.00 |
| Total 19 COMMUNITY DEVELOPMENT | \$ 12,500.00 |
| Total Expenses | \$ 710,000.00 |
| Total Income | \$ 760,000.00 |
| Excess Income Over Expenses | \$ 50,000.00 |