



Carrollwood Recreation District  
May 13, 2024

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

Executive Committee Meeting - 6:00 p.m.

Regular Meeting Agenda - 6:30 p.m.

**1. Executive Committee Meeting**

- Review & make corrections to the April 8, 2024, regular meeting minutes.
- Review & finalize the May 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 May 13, 2024, Regular Meeting Agenda
- Approval of April 2024, Independent Accountant's Compilation Report
- Approval of April 8, 2024, Executive Committee Meeting Minutes
- Approval of April 8, 2024, Regular Meeting Minutes

**7. Regular Agenda Items**

**Treasurer:**

- Review & Discuss Draft Budget for FY 2024-2025.
- Public Hearing Scheduled for June 10, 2024.



## Carrollwood Recreation District

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### **President:**

- Continue Discussion on the Umbrella Policy Limits
- Confirm Off-Duty Sheriff's Deputy for May 24<sup>th</sup> Weekend (Friday, Saturday, Sunday, & Monday) – last year's times were: 12-7
- Approval to Award Republic Services Two Garbage Disposal Contracts for a 36-month Term at a Total Monthly Cost of ~\$230.24 for White Sands Beach and the Recreation Center-(Rate Firm Until June 2025); with 15% Increase in June 2025; and 15% Increase in June 2026.

### **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:**

### **CCA Liaison:**

### **8. Other Business**

- Reopen Public Comment

### **9. Adjourn**

**Carrollwood Recreation District Board  
Executive Committee Meeting &  
Regular Meeting Minutes  
April 8, 2024 – 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 11, 2024, regular meeting minutes.
- Review & finalize the April 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            | 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                | Not Present |

**4. Determination of Quorum**

- Meeting started at 6:30pm.
- Yes: six trustees present.

**5. Public Comment**

- Brian Hughes: Resident from Lipsey Road
  - The cul-de-sac in front of his house has a weed infestation. He said his cul-de-sac on Lipsey is being neglected and requested that the weed problem be addressed.
  - He said the palms are okay and thinks the main community entrance and other areas throughout the community looks great, but not on Lipsey Road in front of his house.
- President Snellgrove will pass this over to grounds chair Trustee Seeley for review.
- Public comment closed at 6:32pm.

## 6. Motion to Approve the Consent Agenda

- Trustee Jared Brown made a motion to approve.
- **Motion** Seconded by **Trustee Lavisky**
- **Vote:** 6-in favor – 0-opposed

## 7. Regular Agenda Items

### Treasurer Georgiades

- Committee Chairs need to submit their requested budgets as soon as possible.
- A draft budget will be provided at the May 13<sup>th</sup> board meeting.
- It is essential that we have a board quorum at the June 10<sup>th</sup> public hearing to adopt the FY 2024-2025 budget.
- Treasurer Georgiades doesn't foresee any need to raise taxes. The FY 2024-2025 budget will be based on an \$800 tax assessment per OC home.
- President Snellgrove reported that the roof repairs have been completed.
- Trustee Dr. Brown requested that a long-term plan be discussed on future projects. We need to look at other building and maintenance needs for the other properties, so we stay ahead of the needs and plan for future expenses. Also, long-term planning for trees and landscaping.

### President Snellgrove

- Upon the recommendation of Trustee Lavisky, the umbrella policy limits are being reviewed.
- Trustee Lavisky is researching tort immunity and property attachment.
- Trustee Lavisky attended the March & April CCA meeting to address his concerns. The concern is that three of the four community properties are owned by the CCA board.
- Both the CRD & CCA are named insured on the same general liability policy.
- Trustee Lavisky is waiting for the CCA Board to consult with their general counsel.
- There are concerns that the current umbrella limits are insufficient.
- The current umbrella policy might have to be canceled and a new umbrella policy written.

### Recreation Center/ Tennis Chair Dr. Anna Brown

- Trustee Dr. Brown will work with Trustee Lavisky on other maintenance needs on properties and plan for long-term future work.

### Original Carrollwood Park Chair Lavisky

- Trustee Jared Brown recommended that the playground equipment be included in the annual park pressure washing.

#### White Sands Beach Chair Shidler

- Not present
- President Snellgrove reported that the monthly lab results from the swim side look good.
- There was an online Facebook complaint about the guard and not allowing a resident access because they were not listed in the community directory, however the guard did an excellent job, a Hillsborough County Sheriff's deputy was present and witnessed the incident, supporting the guards position. There are procedures in place to safeguard all residents.
- If a resident doesn't want to be in the printed directory, then they need to let Janet in the business office know.
- Trustee Dr. Brown recommended that we purchase a portable pop-up tent for the guard to have a shaded area.

#### Scotty Cooper Park Chair Griffie

- Not present.
- Trustee Jared Brown recommended that the playground equipment be included in the annual park pressure washing.

#### Grounds Chair Seeley

- Not present

#### Community Development Chair Jared Brown

- Trustee Jared Brown asked if new updated playground equipment, like a rock-climbing wall, could be considered in the upcoming budget planning process for FY 2024-2025.

#### CCA Liaison:

- Not present.

### 8. Other Business

- Public comment reopened: no residents in attendance.
- No other business.

### 9. Adjournment

- **Motion** by Treasurer Georgiades to Adjourn
- Motion Seconded by **Trustee Brown**
- **Vote:** 6-in favor – 0-opposed
- Time: 7:12pm

**Carrollwood Recreation District Board  
Executive Committee Meeting  
Regular Meeting Minutes  
March 11, 2024 – 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**

- President Mark Snellgrove made corrections to the February 12, 2024, regular meeting minutes.
- The Executive meeting was adjourned at 6:30pm.

**2. Regular Meeting**

- President Mark Snellgrove called the regular meeting to order at 6:40pm.

**3. Roll Call**

- |                      |  |             |
|----------------------|--|-------------|
| • Mark Snellgrove    | President                              | Present     |
| • Dr. Anna Brown     | Vice President Rec Center/Tennis Chair | Not Present |
| • Mark Georgiades    | Treasurer                              | Present     |
| • Kristy Taylor      | Secretary                              | Not 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                          | Present     |
| • Kevin Shidler      | White Sands Beach Chair                | Present     |

**4. Determination of Quorum**

- Yes: six trustees present at 6:40pm.

**5. Public Comment**

- Fred Thompson: informed the Board that Hillsborough County will be repaving Butia in the next couple of months.
- Jennifer Davio: asked how to send a message out on the community crime watch email.
- Mark Snellgrove introduced Hillsborough County Sheriff's Master Deputy David Bender. Deputy Bender is our new community resource deputy.
- Public Comments Closed at 6:55pm.

**6. Motion to Approve the Consent Agenda**

- Trustee Shidler made a motion to approve.
- **Motion** Seconded by **Trustee Seeley**
- **Vote:** 6-in favor – 0-opposed

## 7. Regular Agenda Items

### Treasurer Georgiades

- Presented the Audit Completion & Findings
- **Motion** by Trustee Georgiades for: Acceptance of the Independent Auditors' Report; Fiscal Year Ending September 30, 2023, from Brimmer, Burek and Keelan, LLP
- **Motion** Seconded by **Trustee Shidler**
- **Vote:** 6-in favor – 0-opposed

### President Snellgrove

- The Board discussed the general liability and umbrella insurance policy renewal & excess coverage limits.
- Trustee Lavisky will attend the CCA meeting to further research the insurance policy limit concerns.

### Recreation Center/ Tennis Chair Dr. Anna Brown

- Not present

### Original Carrollwood Park Chair Lavisky

- Discussed future budget forecasting.

### White Sands Beach Chair Shidler

- Lab results from the swim side look good.
- The time has changed, so the guard service will adjust the hours accordingly.

### Grounds Chair Seeley

- Tree trimming is complete.
- Authorized restrooms to be pressure washed at all the community properties.
- Janet in the business office has begun reporting street repairs and sidewalks repairs to Hillsborough County via an online portal. Trustee Seeley is overseeing this.
- The Trustee also discussed wall maintenance on Butia Place.
- The Trustee is working on wall improvements at White Sands Beach.

### Scotty Cooper Park Chair Griffie

- Not present

### Community Development Chair Jared Brown

- Inquired about the budget planning process.

## **8. Other Business**

- Public comment reopened.
- No other business.

## **9. Adjournment**

- **Motion** by Trustee Jared Brown to Adjourn
- Motion Seconded by **Treasurer Georgiades**
- **Vote:** 6-in favor – 0-opposed
- Time: 7:25pm

*Meeting minutes recorded by President Snellgrove*



# Carrollwood Recreation District

## Proposed Budget

### October 2024 - September 2025

Assessment Rate: \$800 per OC Home

May 13, 2024 Regular Meeting

	<u>Total</u>	<u>Variance from PY</u>
<b>Income</b>		
<b>GENERAL</b>		
605 Rec Center Room Charges	24,000.00	
610 Interest	10,000.00	2,500.00
615 Special Assessments	664,000.00	
616 Special Assessments - Reserve Fund Replenish	50,000.00	
620 Other	10,000.00	
<b>Total Income</b>	<b>\$ 758,000.00</b>	
<b>Expenses</b>		
<b>03 PRESIDENT</b>		
820 Contingency & Other President	11,000.00	500.00
825 Gatekeeper Service	4,000.00	
830 Insurance - Bonds	250.00	
835 Insurance - Officer D&O	7,000.00	
845 Insurance - Prop/Liab/Umbrella	65,000.00	10,000.00
850 Insurance - Workers Comp	3,000.00	500.00
870 Operating Supplies	9,000.00	
900 Professional Services	7,000.00	
915 Cleaning Contract	8,000.00	
960 Utilities - TECO	18,500.00	
965 Utilities - Trash	3,000.00	500.00
970 Utilities - Water	11,500.00	500.00
<b>Total 03 PRESIDENT</b>	<b>\$ 147,250.00</b>	
<b>05 TREASURER</b>		
805 Accounting-Bookkeeper	10,000.00	
810 Accounting - Auditing	10,000.00	
815 Accounting - Bank Charges/Fees	250.00	
875 Board Fee - State	175.00	
910 Property Taxes - Non-Ad Valorem	500.00	
920 Rent/Leases - CCA	52,000.00	2,000.00
<b>Total 05 TREASURER</b>	<b>\$ 72,925.00</b>	
<b>07 WHITE SANDS BEACH</b>		
855 Lake Testing	300.00	
924 Repairs & Maint WSB	15,000.00	
940 Guard Service WSB	75,000.00	5,000.00
985 Capital Improvements WS Beach	65,000.00	20,000.00

<b>Total 07 WHITE SANDS BEACH</b>	<b>\$ 155,300.00</b>	
<b>09 SCOTTY COOPER PARK</b>		
925 Repairs & Maint SCP	10,000.00	<b>10,000.00</b>
986 Capital Improvements SCP	5,000.00	<b>5,000.00</b>
<b>Total 09 SCOTTY COOPER PARK</b>	<b>\$ 15,000.00</b>	
<b>11 ORIGINAL CARROLLWOOD PARK</b>		
926 Repairs & Maint OCP	14,000.00	
987 Capital Improvements OCP	7,000.00	<b>7,000.00</b>
<b>Total 11 Original Carrollwood Park</b>	<b>\$ 21,000.00</b>	
<b>13 TENNIS</b>		
927 Repairs & Maintenance Tennis	5,000.00	<b>1,000.00</b>
<b>Total 13 TENNIS</b>	<b>\$ 5,000.00</b>	
<b>15 RECREATION CENTER</b>		
865 Office Supplies Rec Center	4,000.00	
885 Payroll Taxes	4,000.00	
890 Pest Control Rec Center	1,000.00	
895 Postage	500.00	
928 Repairs & Maint Rec Center	18,000.00	
930 Salary - Maintenance	21,000.00	<b>2,000.00</b>
935 Salary - Office	22,000.00	<b>2,000.00</b>
936 Travel - Mileage Reimbursement	925.00	
941 Security Monitoring Rec Center	4,000.00	
950 Telephone	3,000.00	
988 Capital Improvement Rec Center	0.00	
<b>Total 15 RECREATION CENTER</b>	<b>\$ 78,425.00</b>	
<b>17 GROUNDS</b>		
860 Landscaping Monthly	85,000.00	
929 Repairs & Maint Grounds	45,000.00	
955 Tree Trimming	37,600.00	<b>7,000.00</b>
990 Capital Improvements - Grounds	34,500.00	<b>10,500.00</b>
<b>Total 17 GROUNDS</b>	<b>\$ 202,100.00</b>	
<b>19 COMMUNITY DEVELOPMENT</b>		
989 Capital Improvements Comm Dev	11,000.00	
<b>Total 19 COMMUNITY DEVELOPMENT</b>	<b>\$ 11,000.00</b>	
<b>Total Expenses</b>	<b>\$ 708,000.00</b>	
<b>Total Income</b>	<b>\$ 758,000.00</b>	
<b>Excess Income Over Expenses</b>	<b>\$ 50,000.00</b>	