



Carrollwood Recreation District
September 8, 2025

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 August 11, 2025, regular meeting minutes.
- Review & finalize the September 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 September 8, 2025, Regular Meeting Agenda
- Approval of the August 2025, Independent Accountant's Compilation Report
- Approval of the August 11, 2025, Executive Committee Meeting Minutes
- Approval of the August 11, 2025, Regular Meeting Minutes

7. Regular Agenda Items

CCA Liaison:

Treasurer:

- September is the last month of the fiscal year.
- Review & approve the annual engagement letter for the District's accountant.



Carrollwood Recreation District

Board of Trustees

Mark Snellgrove
President

- Review bids to award a multi-year contract to audit the financial position for governmental activities of the District each fiscal year, and to be reported annually to the Florida Department of Financial Services.

Dr. Anna Brown
Vice President
Recreation Center/
Tennis Chairwoman

President:

- Report on feedback from our general counsel regarding the proposed property tax elimination that was discussed at the August meeting.

Mark Georgiades
Treasurer

Kristy Taylor
Secretary

Recreation Center/ Tennis Chairwoman:

Jared Brown
Community
Development
Chairman

Original Carrollwood Park Chairman:

Jack Griffie
Scotty Cooper Park
Chairman

White Sands Beach Chairman:

- Review lab results from the swim side.

Scotty Cooper Park Chairman:

Matthew J. Lavisky
Original Carrollwood
Park Chairman

Grounds Chairman:

Dan Seeley
Grounds Chairman

Community Development Chairman:

Kevin Shidler
White Sands Beach
Chairman

8. Other Business

- Reopen public comment

9. Adjourn

**Carrollwood Recreation District Board
Executive Committee Meeting
Regular Meeting Minutes
August 11, 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 July 14, 2025, regular meeting minutes.
- Review & finalize the August 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	Not Present
• Mark Georgiades	Treasurer	Present
• Kristy Taylor	Secretary	Present
• Jared Brown	Community Development Chair	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 6:30pm.

5. Public Comment

- Ethan Pliskow – no comment
- Kyle Adkins - a resident who owns Allscapes Landscaping & Lawn Maintenance business. He has a vested interest in the way the community looks and would like the opportunity to quote any new projects.
- Dr. Rick Dillon – wants some clarity on the FOBs and how they will work.
- Ileana Giordano - resident concerned about the power outages and upcoming storms.
- Giuseppe Ferraro - no comment
- Jared Jones – no comment

- Public comment closed at 6:33pm

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

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

7. Regular Agenda Items

CCA Liaison:

- Ethan Pliskow – the CCA did not have a meeting in July.

Treasurer Georgiades

- The tax roll has been certified with the tax collector's office, and two folio numbers were joined, reducing the District's revenue by \$800.00.
- Budget looks good, we are coming in under budget; \$390K in reserve balance.

President Snellgrove

- Board discussed the legal basis and authority to charge the estoppel fee.
 - Statue 720.30851 does not apply to the CRD but provides guidance as to what the Legislature believes is reasonable.
- Board discussed who is entitled to purchase a FOB.
 - The landlords and renters can both purchase a FOB key. Both have the same rights to the amenities. The neighborhood only has a few renters, but with the new FOB keys, questions have come to the CRD's attention.
- Board discussed the start date of the FOB system being fully operational.
 - Monday, August 18th is the date that will be communicated to the residents. The gate hours are programmed from dusk to dawn.
 - Access times will be set to our normal operating hours. The FOB keys will not work before 6:30 am and after 8:45 pm. For example, access won't work at 3am – it's only during park operating hours. The security guard will be present for regular hours, as the gate will be continuously open, and the guard will check IDs.
 - There is a sign posted, if there's an operational issue with the gate to call 813-702-1199. John Probst will be on-call. John has reset the gate several times. If it's a major issue, we'll have to call the fence company. We need to escalate our issues with any warranty issues. They will have to come and fix it.

Recreation Center/ Tennis Chair Dr. Anna Brown

- Not present.

Original Carrollwood Park Chair Lavisky

- Board discussed
 - Trustee Lavisky reported on continued sightings of gators in Lake Carroll. Suggestion was made to be more aggressive in finding and capturing the gators. Urging residents to call the trapper and not just post about it on social media. Maybe give an incentive to a resident for reporting and the gator getting captured? President Snellgrove indicated this is a CCA issue.
 - Nannette Ampem with Irby Construction, a contractor who was hired by TECO and is assigned to our neighborhood, gave an update on what is being done in our neighborhood. We're in year 5 of a 10-year plan. TECO is working with Irby Construction on permitting and is currently working to have the power lines underground. She listed several streets, and the residents already have been contacted. It will take a few months to complete. Undergrounding the power lines provides more reliability. It's easier to get electricity restored after an outage.
 - Discussed if we have issues with electrical outage, it will help if the residents called TECO with their concerns. The Armenia substation feeds the north side of Lake Carroll Way. Many substations will get updated and transformers need to be updated too. Wood poles will be changed to steel.
 - The Board discussed the ramifications of the proposed property tax elimination. Trustee Lavisky suggested that we need to get in contact with a state representative and find out if property tax elimination were approved, how it would affect our special taxing district. Would we continue to receive our non ad-valorem assessment? This is something that is being discussed and could really affect our community.

White Sands Beach Chair Shidler

- Lab results are good.

Scotty Cooper Park Chair Griffie

- Nothing to report

Grounds Chair Seeley

- Board discussed the extension of the exit loop at the WSB exit gate – not sure if it's been completed. Follow-up is needed with the gate contractor.
- ASI provided a high bid on the landscaping design plans Shirley Pearsall developed. Kyle with Allscapes Landscaping will provide a quote and see if there's a more cost-effective solution.

Community Development Chair Jared Brown

- Newer signs being researched.

8. Other Business

- Reopened public comment.
- Nicole Barolo – she'll make a few more social media posts before August 18th to keep the residents informed on what is happening with the FOBs system becoming fully operational at White Sands Beach.

9. Adjournment

- **Motion** by Trustee Seeley to Adjourn
- Motion Seconded by **Trustee Griffie**
- **Vote:** 8-in favor – 0-opposed
- Time: 7:32pm

Meeting minutes recorded by Secretary Taylor

**Carrollwood Recreation District Board
Executive Committee Meeting
Regular Meeting Minutes
July 14, 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 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

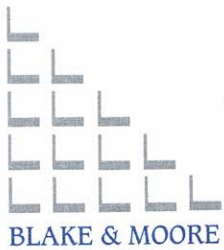
8. Other Business

- 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



August 28, 2025

To the Board of Trustees
Carrollwood Recreation District
3515 McFarland Road
Tampa, FL 33618

Dear Sir/Madam:

We are pleased to confirm our acceptance and understanding of the monthly services we are to provide for Carrollwood Recreation District for the fiscal year ending September 30, 2026.

You have requested that we prepare the financial statements of Carrollwood Recreation District, which comprise the monthly statements of assets, liabilities, and fund balances - modified cash basis and the related statements of revenues and expenses - modified cash basis for the fiscal year ending September 30, 2026, and perform compilation engagements with respect to those financial statements. These financial statements will not include a statement of cash flows and related notes to the financial statements.

You have requested that we perform the following services:

1) We will provide you with the following bookkeeping services:

- Reconcile checking accounts with bank statements each month, identify errors, inform you of adjustments, and request that you make correcting entries directly into your checkbook. We will not be reviewing the cancelled checks or electronic copies of the checks for payees or endorsements.
- Record all revenues and expenses, deposits, and adjusting entries needed each month.
- Perform biweekly payroll services from timesheets provided by you, as well as scheduling payroll tax deposits and preparing payroll tax and employee information returns.

Blake & Moore, C.P.A.s, P.A.

3550 Buschwood Park Drive • Suite 250 • Tampa, Florida 33618
813-932-0363 • Fax 813-932-9763

- Prepare monthly sales tax returns.

Our Responsibilities

The objective of our engagement is to prepare financial statements in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America based on information provided by you.

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care when performing the bookkeeping services, preparing the financial statements, and performing the compilation engagement.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities since performing those procedures or taking such action would impair our independence.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to prepare financial statements in accordance with the modified cash basis of accounting. You have the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARS:

- 1) The selection of the modified cash basis as the financial reporting framework to be applied in the preparation of the financial statements
- 2) The design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of

financial statements that are free from material misstatement, whether due to fraud or error

- 3) The prevention and detection of fraud
- 4) To ensure that the Company complies with the laws and regulations applicable to its activities
- 5) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- 6) To provide us with—
 - Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
 - Additional information that we may request from you for the purpose of the preparation of the financial statements, and
 - Unrestricted access to persons within the Company of whom we determine necessary to communicate.

You are responsible for all management decisions and responsibilities and for designating an individual with suitable skill, knowledge, and experience to oversee our bookkeeping, payroll and sales tax services and the preparation of your financial statements. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Our Report

As part of our engagement, we will issue a report that will state that we did not audit or review the financial statements and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on the. There may be circumstances in which the report differs from the expected form and content. If, for any reason, we are unable to complete the compilation of your financial statements, we will not issue a report on such statements as a result of this engagement.

You agree to include our accountant's compilation report in any document containing financial statements that indicates that we have performed a compilation engagement on such financial statements and, prior to the inclusion of the report, to obtain our permission to do so.

Other Relevant Information

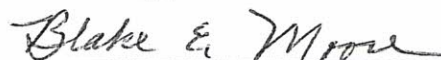
Kevin A. Moore is the engagement partner and is responsible for

supervising the engagement and signing the report or authorizing another individual to sign it.

We will base our fees on the amount of time required at the different levels of responsibility at our standard per diem rates, plus travel and other out-of-pocket costs, not to exceed \$900 per month. Additional services for consulting, etc. will be billed out at our hourly rates depending on the level of expertise required. We will always discuss fees before starting any new engagement. Every effort will be made to keep our time to a minimum consistent with the engagement requirements. Past due accounts are assessed a service charge at an annual rate of 12%. In the event collection of our fees requires the assistance of our attorneys or other collection agency the fees and associated expenses will be the sole responsibility of Carrollwood Recreation District. We reserve the right to defer rendering further services until payment is received on past due invoices.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the financial statements described herein, and our respective responsibilities.

Sincerely,



Blake & Moore, CPA's, P.A.

Acknowledged:

Carrollwood Recreation District

Name / Title

Date