

**WESTCHASE COMMUNITY ASSOCIATION, INC.**  
**REGULAR BOARD OF DIRECTORS MEETING**  
May 11, 2023

**MINUTES**

**I. CALL TO ORDER**

A meeting of the Board of Directors for Westchase Community Association, Inc. was held May 11, 2023 at the Westchase Community Association management office located at 10049 Parley Drive. Shawn Yesner, President, called the meeting to order at 6:05 PM following the resident forum.

**II. ROLL CALL**

**Directors Present:**

Michele DelSordo  
Jack Maurer (via zoom)  
Dale Sells  
Jim Brinker  
Eric Holt  
Shawn Yesner  
Blakely Echeverry

**Management & Staff:**

Debbie Sainz, CAM  
Dwight Kilgore, FM  
Charlotte Adams, CAM

**Directors Absent:**

**VMs, Alternates & Committee Members:**

Nancy Sells  
Joe Odda  
Barry Anderson  
Rick Goldstein  
Dan Perez  
Terry Boyd  
Keith Heinemann  
Steven Splaine  
Michiel Oostenbrink  
Dawn Gingrich

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**IV. CONSENT AGENDA**

Dale Sells motioned to approve the consent agenda items: Apr 3 and Apr 13, 2023 meeting minutes. Michele DelSordo seconded the motion. Vote was taken and the motion carried 7-0

**V. OLD BUSINESS**

**VI. TREASURER'S REPORT**

Mike DeMare, the association's auditor, presented the year end 2022 draft audit to the board and answered questions.

Dale Sells motioned for the WCA to authorize transferring up to half of the long term funds to CD's and/or money market accounts with the details to be finalized by Shawn Yesner (president) and Dale Sells (treasurer) with assistance from Debbie Sainz and the finance personnel at Greenacre Properties. Eric Holt seconded the motion. Vote was taken and the motion carried 7-0

**VII. COMMITTEE REPORTS**

**Covenant Committee**

**Notifications Committee**

Proposed Notifications plan:

- Broadcast announcement of new notifications to Voting Members/neighborhoods (done)
- Broadcast announcement via Westchase Facebook platform (done)
- Submit announcement for publication in the June Wow (done)
- Broadcast announcement to all residents who have opted into e-communications (open)
- Set-up information booth(s) at future Westchase events (open)
- Post announcement and QR code at S&T Centers (open)
- Include announcement in new homeowner materials (open) Include announcement in YE resident mailing/packets (open)

**Government Affairs Committee – report submitted by Eric Holt**

Place Commissioner Cohen on the October 2023 VM agenda and State Representative Karen Pittman on the November 2023 VM agenda.

**Nominating Committee**

Shawn Yesner motioned to appoint Jim Brinker and Jack Maurer to the Nominating Committee for the upcoming 2023 board elections. Blakely Echeverry seconded the motion. Vote was taken and the motion carried 7-0

**VIII. NEW BUSINESS**

➤ **Board Proposed Fines/Appeals**  
➤

• **Owner Appeals – O-1 12302 Glenfield**

Eric Holt motioned to waive 90% of the \$1,000 fine with the remaining 10% (\$100) due by the June board meeting and if not paid, then the entire amount becomes due and owing. Michele DelSordo seconded the motion. Vote was taken and the motion carried 7-0

• **Owner Appeals – O-2 10602 Cobham**

Blakeley Echeverry motioned to waive 90% of the \$1,000 fine with the remaining 10% (\$100) due by the June board meeting and if not paid, then the entire amount becomes due and owing; additionally, if the violation re-occurs within the next 90 days of this meeting, the remaining portion of the fine becomes due immediately. Eric Holt seconded the motion. Vote was taken and the motion carried 7-0

• **Tabled & Proposed Fines**

Dale Sells motioned to not impose a fine on T-1, 2, 3, 6, 8, 10, 11, P-1, 5, 10, 11, 12, 15, 19, 20-23, 28, 29, 31, 32, and 34 - 41. Eric Holt seconded the motion. Vote was taken and the motion carried 7-0

Dale Sells motioned to accept the proposed motion to table the proposed fine on T-4, T-7, P-4, 6, 7, and P-24 to the June 2023 board meeting. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to accept the proposed motion to table the proposed fine on P-9 to the August 2023 board meeting. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to impose a \$1,000 fine on T-5, T-9, P-2, 3, 8, 13, 14, 16, 17, 18, 25, 26, 27, 30, 33 and P-42 and for the resident's use of the WCA facilities to be suspended for a maximum of 90 days, with the first day of suspension being the fifth day after confirmation by the Covenant Committee. Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

➤ **Residnet Appeal for Fence**

No action was taken by the Board. The Board president will reach out to legal counsel on amending/clarifying the Fence Appendix for metal fences.

➤ **Appoint RFP Committee Members**

15 members of the association submitted bios for consideration for appointment to an RFP Committee

Jim Brinker motioned to appoint 7 members to the committee and not to limit it to only 1 board member or 1 Exploratory Committee member. Eric Holt seconded the motion. Vote was taken and the motion carried 6-1 (Dale)

Following the motion, a silent vote was taken from each of the board members with them casting their vote for the seven members of their choice on the list of RFP candidates. A tally was taken and the results ended with 6 members being appointed with the top highest votes and 3 members tied for the 7<sup>th</sup> position. Another vote was then taken for the 3 members with tied votes. The results are as follows in order of the highest votes:

Jeff Clemente (7)  
John Mogge (7)  
Blakeley Echeverry (6)  
Michiel Oostenbrink (6)  
Rick Goldstein (5)  
Eric Holt (4)  
Theresa Lanzar (3)

Dale Sells motioned to appoint the 7 members to the RFP Committee with the top highest votes as tallied from the silent votes. Michele DelSordo seconded the motion. Vote was taken and the motion carried 6-1 (Eric)

➤ **Nathan Lafer Community Service Award**

No action was taken – was tabled to the June board meeting.

➤ **Pool Deck Repairs – Scope of Work & Bid Letter from Engineers**

The engineer’s Scope of Work and Bid letter was submitted to the board for review. The board agreed for the engineers to proceed with the Bid Letter and to send to pool contractors.

➤ **Proposal for Additional Svcs – Biller Reinhart**

- No action was taken by the board. Waiting on the proposal from the Geotech engineer. Will review at the June board meeting.

**IX. OTHER BUSINESS**

➤ **Denial Letter from ICAT for Pool Repairs**

Following the submission of a claim for the pool deck settlement and proposed repairs, the association property insurance carrier, ICAT sent a denial for the claim and then followed up with a cancellation of the current years policy, with cancellation effective June 4<sup>th</sup>.

➤ **Proposal for a New Aquatics Program**

Linda Senkowicz, a resident in Harbor Links, made a proposal for a water aquatics program at one of the swimming pools. Association management confirmed that the resident had the appropriate insurance policies. After discussion:

Shawn Yesner motioned to approve the new proposed aquatics program with Linda Senkowicz as the instructor and to allow the managers to work out the details for the contract. Dale Sells seconded the motion. Vote was taken and the motion carried 7-0

• **Records Access by Board Members**

Eric Holt motioned to authorize the WCA’s IT support vendor (currently Tampa Bay Tech Solutions) to provide “viewer” access credentials to all existing WCA Board members, and all future WCA Board Members, until such authority is withdrawn. Blakeley Echeverry seconded the motion. Vote was taken and the motion carried 7-0

**9:30pm**

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Blakely Echeverry  
Westchase Community Association, Inc.  
Secretary