

WESTCHASE COMMUNITY ASSOCIATION, INC.
REGULAR BOARD OF DIRECTORS MEETING
Aug 12, 2021

MINUTES

I. CALL TO ORDER

A meeting of the Board of Directors for Westchase Community Association, Inc. was held Aug 12, 2021 at the Countryway Swim Activity Room located at 10405 Countryway Blvd. Shawn Yesner, President, called the meeting to order at 7:01 PM following the resident forum.

II. ROLL CALL

Directors Present:

Shawn Yesner
Eric Holt
Keith Heinemann
Joaquin Arrillaga
Heather Greeley-Hessefort
Dale Sells
Jim Brinker

Management & Staff:

Debbie Sainz, CAM
Charlotte Adams, CAM
Kelly Shires

VMs, Alternates & Committee Members:

Directors Absent:

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

IV. CONSENT AGENDA

Eric Holt motioned to approve the July 8, 2021 Board minutes. Heather Greeley-Hessefort seconded the motion. Vote was taken and the motion carried 6-0 (Keith not arrived yet)

V. TREASURER'S REPORT

VI. COMMITTEE REPORTS

Modifications Committee

Government Affairs Committee – Eric Holt

Joaquin Arrillaga motioned to authorize Shawn & Eric to represent the WCA at the meeting with the County regarding the Glencliff cell tower. Heather Greeley-Hessefort seconded the motion. Vote was taken and the motion carried 6-0

Facility Rules Committee-

Dale Sells motioned to accept proposal A5.5 and amend 6.3 back to 48” in height. Joaquin Arrillaga seconded the motion. Vote was taken and the motion failed 2 (Dale & Joaquin) -3 -1 (Eric)

Joaquin Arrillaga motioned to change 6.3 to 48” in height. Dale Sells seconded the motion. Vote was taken and the motion carried 4 – 1 (Keith) -1 (Eric)

Heather Greeley-Hessefort motioned to accept proposal B5.5 Shawn Yesner seconded the motion. Vote was taken and the motion failed 2 (Shawn & Heather) -3 -1 (Eric)

Joaquin Arrillaga motioned to keep the original 5.5 section but to change the cancellation time to no later than 9pm the night prior to the reservation. Dale Sells seconded the motion. Vote was taken and the motion carried 6-0 -1 (Eric)

Joaquin Arrillaga motioned to accept 6.25.7 but to remove reference to “WCA authorized swim coach”. Dale Sells seconded the motion. Vote was taken and the motion carried 6-0 -1 (Eric)

VII. OLD BUSINESS

VIII. NEW BUSINESS

➤ Board Proposed Fines/Appeals

12011 Marblehead (Ring) – requested board to allow him to re-appeal the July fine:

Eric Holt motioned to rescind the July motion denying the appeal and levying a \$1,000 fine on 12011 Marblehead and motioned to table his appeal to the Sept 9, 2021 board meeting pending completion of painting the gutters the color of the house trim. Heather Greeley-Hessefort seconded the motion. Vote was taken and the motion carried 5-1 (Joaquin)

- **Owner Appeals**
 - O-1 (10512 Weybridge)

Eric Holt motioned to table O-1 to the Sept 9, 2021 board meeting pending receipt of a modification application. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

- O-2 (10302 Abbotsford)
- O-3 (10608 Chambers)
- T-1 (10242 Woodford Bridge)

Eric Holt motioned to waive 90% of the \$1,000 fine on O-2, O-3 and T-1; and for the \$100 balance to be paid by Sept 9, 2021 or the entire balance becomes due.

Heather Greeley-Hessefort seconded the motion. Vote was taken and the motion carried 6-0

- **Tabled Fines**

- T-3 (11819 Derbyshire)
- T-4 (11823 Derbyshire)
- T-5 (10402 Springrose)

Dale Sells motioned to not impose a fine on T-3, 4 and T-5. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

- T-2 (10504 Chelmsford)

Dale Sells motioned to table T-2 to the Sept 9, 2021 board meeting. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

- T-6 (10422 Springrose)
- T-7 (9818 Bennington)

Dale Sells motioned to table T-6 & T-7 to the Sept 9, 2021 board meeting. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

- **Second Notice of Violations with Proposed Fine**

Dale Sells motioned to accept the proposed motion to **not** impose a fine on P-8, 11, 13, 14, 17, 18, 20, 22, 25-28, 31, 34-36, 39, 45, 55, 57, 58, 60, 63, 64, 67, 69, 70 and 72. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

Dale Sells motioned to accept the proposed motion to impose a \$1,000 fine on P-1, 2, 6, 7, 9, 16, 21, 23, 24, 32, 33, 37, 38, 41, 42, 46, 49, 53, 61, 65, 68 and 71, 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. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

Dale Sells motioned to table the proposed \$1,000 fine on P-5, 40 and P-66 to the October 2021 board meeting. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

Dale Sells motioned to table the proposed \$1,000 fine on P-12, 30, 44, 47, 54, 56, and P-59 to the Sept 9, 2021 board meeting. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

Dale Sells motioned accept the proposed motion to impose a \$1,000 fine on P-3, 4, 10, 15, 19, 29, 43, 48, 50, 51, 52 and P-62, for the resident's use of the WCA

facilities to be suspended, with enforcement suspended and the fines subsequently waived provided the violation does not reoccur within the next 3 months (thru 11/11/2021). Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 6-0

➤ **Glenclyff Villas Accounting/Management**

Due to the upcoming retirement of Glenclyff's current "manager/bookkeeper" Kenneth Blair, the WCA board has been approached regarding how to handle the transfer of the accounting/bookkeeping services for Glenclyff Villas for the "additional services" being provided to Glenclyff Villa owners.

After discussion, the board asked Ken Blair to go back to the Voting Member for Glenclyff, Gina Coutras, and discuss the transfer and to reach out to the owners in Glenclyff on the subject. The WCA board will re-address the request at a future board meeting.

➤ **Violation Process During INSG Changes**

No actions were taken by the board. All violations will continue to be processed per the approved violation policy.

➤ **Nathan Lafer Award**

Dale Sells motioned to rename the Nathan Lafer Good Neighbor Award to the Nathan Lafer Community Service Award. Eric Holt seconded the motion. Vote was taken and the motion carried 7-0

➤ **Revised Proposed Employee Handbook**

Shawn is going to reach out to SLK regarding some of the comments made by legal counsel on A5 7 6 of the proposed changes.

Shawn Yesner motioned to approve A1, 2, 3, 4 and 7 of the proposed employee handbook changes. Joaquin Arrillaga seconded the motion. Vote was taken and the motion carried 7-0

IX. OTHER BUSINESS

Joaquin Arrillaga motioned to authorize the installation of gutter guards on the Associations management building; to hire companies to remediate the water intrusion; and to install new flooring in the offices and conference room. Heather Greeley-Hessefort seconded the motion. Vote was taken and the motion carried 6-0-1 (Shawn)

Joaquin Arrillaga motioned to draft a resolution recognizing the services given by Marcy Sanford to the Westchase Community. Dale Sells seconded the motion. Vote was taken and the motion carried 7-0

ADJOURNED 9:18PM

Keith Heinemann
Westchase Community Association, Inc.
Secretary/Treasurer

cc: HOA File
WCA Board of Directors