

## **2025 WESTCHASE DOCUMENT REVIEW COMMITTEE**

### **EXECUTIVE RECAP OF ACTIVITY**

The 2025 Document Review Committee (DRC) was formed by Resolution in February 2025.

The appointed committee members included: Eric Holt (Chair), Jack Mauer, Mary Griffin, Cal Hargreaves and Bob Rohrlack.

The DRC conducted eighteen 2-3 hour meetings between February 18th and September 24th.

The general role of the DRC was to review the existing WCA Governing Documents (CCRs, Bylaws and Guidelines) and recommend to the Voting Member body proposed revisions.

The DRC engaged in a coordinated effort to notify the community of our creation and purpose, and to solicit feedback and/or specific recommendations from WCA homeowners, committees, Voting Members, property management and legal counsel. This included announcements via the WOW platform(s), the WCA notifications system, our association's Voting Member email list and through consistent committee updates at monthly VM meetings.

The DRC aggregated and/or evaluated nearly two hundred individual recommendations and proposed revisions to our Governing Documents. Note: The committee continued to accept and review recommendations through late September.

The basic workplan of the DRC was to:

1. Conduct community outreach and gather as much feedback as possible on proposed revisions to our Governing Documents.
2. Review, evaluate, debate and discuss all proposed revisions that pertained to CCRs and Bylaws. The committee then organized each submission into two categories - "Recommended" or "Not Recommended".
3. Review, evaluate, debate and discuss all proposed revisions that pertained to Residential Guidelines. The committee then organized each submission into two categories - "Recommended" or "Not Recommended".
4. In an effort to be proactive, efficient and transparent, the DRC presented the Voting Members with a consolidation of the committee's initial work as noted in steps 1 and 2 above. This was presented to the VM's in late July, with an invitation to review the proposed revisions and provide any specific feedback they deemed warranted. The additional step of hosting an "open" meeting for VM's to ask questions and share feedback also took place on August 6th. Note: The DRC provided the VM's with an updated summary of proposed changes in early September.

5. Initial drafts of the committee's proposed changes to the CCRs/Bylaws and Residential Guidelines were submitted to legal counsel (Becker) for advisement in late July and mid-August, respectively.
6. After legal counsel's initial advisement was provided to the DRC (incl. working drafts, comments and recommendations), the committee met to further evaluate and refine all proposed revisions for counsel to then act upon and incorporate into formal drafts.
7. Formal drafts of the committee's proposed revisions to our Governing Documents were prepared by legal counsel and distributed to the Voting Members on September 30th for each to review and consider at the October 14th meeting.

Note: The original intent was for the DRC to incorporate proposed revisions to the INSG's into their workplan. However, the committee (guided by advisement from legal counsel) determined that this was not feasible in the allotted time frame given the complexities and necessary protocols involved. The DRC recommends that an INSG review effort take place in 2026 in collaboration with the Voting Membership.