



**WESTCHASE
COMMUNITY
ASSOCIATION**

Voting Members Meeting Minutes

Date: March 10, 2026

Time: 6:30 PM

Location: S&T Center Activity Room, 10405 Countryway Blvd, Tampa, FL 33626

I. Call to Order

The meeting was called to order at 6:35 pm by Michiel Oostenbrink.

NOTICE OF MEETING: The meeting notice and agenda were posted on the bulletin boards at the community pool, uploaded on the Westchasewca.com community website and date and time were also posted on the WCA marquees.

II. Roll Call

Roll call was taken. **QUORUM ACHIEVED:** 2,856 units represented at 80.4%

Neighborhood	Units	Voting Member	VM	Alt	Staff Members Present
Abbotsford					
Arlington					Michelle George
Bennington	106	Russell Crooks	x		Karen Marero
Berkeley Sq.					
Brentford	85	Michiel Oostenbrink	x		
Bridges	235	Pam Wilcox/Pat Ryan		x	
Castleford	69	Jennifer Anderson	x		
Chelmsford	100	Joanne Maurer	x		
Classic TH	94	Ken Cellupica	x		
Enclave	108	Christine Hennes	x		
Glenclyff	48	Shirley Boyd	x		
Glenfield	101	Aaron G	x		
Greens	420	Jeff Siddle		x	
Harbor Links	172	Nancy Sells	x		
Keswick	64	Jason Jozefiak	x		
Kingsford	132	Audrey Holtzman	x		
Radcliffe	154	Eric Holt	x		
Reserve at WPV					
Saville Rowe	36	Bill Carey	x		
Shires	235	Barry Anderson	x		
SFH					
Stamford					
Stockbridge					
Stonebridge	66	Christine Lindsay	x		

TH of WPV	59	Jeff Clemente	x		
Traditional TH					
Village Green	90	John Heller			
Villas of WPV					
Vineyards	120	Pam Senk	x		
Woodbay	164	Cal Hargreaves		x	
Woodbridge	40	Larry Collins		x	
Worthington	90	Chris Elias	x		
Wycliff	30	Terry Lanzar	x		

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

IV. MINUTES FROM VOTING MEMBERS MEETING

(M) Motion made by Russ Crooks to approve February 12, 2026, Voting Member Meeting Minutes. Second by Pam Wilcox. All in favor. **MOTION CARRIED.**

V. OTHER BUSINESS - BOARD UPDATES

Michiel Oostenbrink provided updates on the referendum and board initiatives. The Board is currently conducting interviews for the Senior Manager position and will review Inframark's recommendation once presented. Inframark utilizes recruiters during the search process, and the Board retains the authority to veto a candidate if necessary to ensure the right fit for the community.

Updates were provided on the TAC, which is reviewing access control measures to better protect community assets. Gate issues are currently being addressed, and bids are being obtained for necessary repairs. At the Cabana, new desktops and software have been installed to improve space efficiency, and an additional computer has been ordered and is already operational.

Regarding swim and tennis operations, current procedures and policies have been reinstated. The existing rule allowing three non-resident guests remains in place; however, based on feedback, the Board is considering recommendations to allow up to six total players, with a maximum of three non-resident guests.

A Brown and Brown Insurance representative will attend Thursday's meeting. Management was sending violations related to garbage cans that were moved to the street and not returned. The Board discussed clarification of the new house bill regarding trash can placement and emphasized that violations should not be issued on garbage collection day.

The Board discussed maintenance staffing and the previously proposed maintenance technician position. Instead of hiring a full-time technician within the \$65,000 budget, the Board elected to utilize Inframark's maintenance division, which provides varying levels of expertise depending on the task. An in-house technician will be utilized three days per week.

The Board reviewed summer camp operations and, after evaluating historical participation and financial risk, approved suspending the program for summer 2026 to allow additional time for evaluation.

Lifeguard operations were also discussed. The Board reviewed results and approved transitioning to Community Service Attendants (CSAs) operating under a swim at your own risk model. Existing lifeguards will not become CSA's or Inframark employees prior to Labor Day.

A special meeting was held to review reserve projects. The Board reviewed rankings, aesthetics, and replacement life cycles for reserve items. The list was reduced from 43 to 27 projects totaling approximately \$700,000 to be completed in 2026. Projects include deck improvements, tennis and pickleball court resurfacing, WPV bathroom remodeling, landscaping enhancements, and improvements to gate access, surveillance, and tracking systems.

VI. NEW BUSINESS

Referendum Voting Results on Amendments to CCR's, Articles and Bylaws – Michiel Oostenbrink mentioned that Eric Holt met with Kathleen Reres to review and summarize the implications of the amendments that did not pass. The Board discussed whether it was necessary to review each amendment individually. Michiel Oostenbrink recommended keeping the discussion at a high level, noting that 267 ballots were processed with 28 voting members participating, resulting in approximately 33,000 individual responses that had to be recorded. One ballot was deemed invalid because it was not filled out properly or signed.

It was noted that several members did not vote and that a few neighborhoods currently lack voting member representation. Eric Holt summarized key implications and mentioned that members could reach out to him with additional questions if needed.

The importance of obtaining as many voting member votes as possible was discussed, noting that the process had already begun at a 90% threshold rather than 100%. Clarification is needed regarding the voting table threshold and to develop guidance for voting members, particularly as some amendments passed and others did not.

There was also discussion about parking enforcement, and it was confirmed that under Florida Statutes the association cannot issue violations for vehicles parked on the roadway. There was a concern expressed regarding the voting structure, specifically that if a neighborhood does not have a voting member, their votes do not count, and additional votes cannot be cast. The proposal allowing the President to vote on behalf of unrepresented neighborhoods did not pass, and it was noted that the language may need to be revised in the future to provide greater clarity and comfort to members.

Issuing a new referendum to amend the language would incur additional costs. It was noted that two neighborhoods – Reserve at West Park Village and Arlington Park currently do not have voting member representation. Westchase Station is still under developer control.

There is a possibility of including any future referendum mailing with the annual budget mailing to reduce costs compared to the previous year and this process provided valuable lessons and insights for future referendums.

Document Review Committee Update

Eric Holt provided an update regarding the Document Review Committee, with the first meeting scheduled for tomorrow. The Board discussed the importance of following the INSG process and ensuring voting members are engaged and understand the procedures. Voting members are encouraged to review and become familiar with their neighborhood INSGs. Neighborhoods that wish to make updates should actively participate, while those that believe their standards do not require changes may choose not to engage.

Typically, at least 51% of the neighborhood must vote in support of a revision to an INSG before it can be considered by the voting members. The Board noted it will assist in generating homeowner interest and may utilize online voting to encourage participation. Voting members were also reminded that if INSG updates are proposed, it should be confirmed which items are applicable across neighborhoods. For example, certain elements such as mailboxes may apply community-wide and identifying common issues will help guide the review process.

A question was raised by Glenfield regarding how to generate support within their neighborhood. Eric Holt emphasized that communication is key and noted that some voting members may not be fully aware of which neighborhoods currently have INSGs.

The Board reviewed the timeline for submitting proposed changes. Voting members vote twice per year on INSG updates. Proposed changes must be submitted to the office by April for consideration at the June meeting, allowing time for legal review and voting member consideration. A second deadline of September 1 applies for items to be reviewed and potentially adopted at the January meeting.

VII. VM COMMENTS

Russ Crooks suggested that future referendums be simplified, noting that the previous ballot containing 112 questions was overwhelming for homeowners. He recommended reducing the number of questions and potentially conducting referendums annually to make the process more manageable.

Michiel commented that the recent referendum represented a very comprehensive effort and that many of the votes were close. He acknowledged that it was a significant undertaking and thanked the Voting Members (VMs) for their work and participation in the process.

An update was provided regarding one amendment that passed, which allows VMs to review the management contract with a 90-day window to pursue or consider entering a contract. The amendment requires sufficient VM participation to move forward, and absent VM rejection there would be no reason to object. These approved amendments will be formally recorded, and the updated language will be sent to WOW and posted on the community website as the official governing document language.

VIII. FUTURE AGENDA ITEM REQUESTS

DRC

IX. ADJOURNMENT

(M) Motion was made to adjourn the meeting at 7:39 p.m. Meeting adjourned.