

Westchester Shores Homeowners Association
Budget Workshop and
Board of Directors Meeting Minutes
Wednesday, October 8th, 2025

Budget Workshop Minutes

I. Call to Order/Establish Quorum

Sharon Kemble called the Budget Workshop to order at 5:30 pm.
Board members present were Sharon Kemble, Brian Kidd, Ross Silva, Tim Pehlke, and Raquel Colom. Homeowner present: Jaime Colom. Arnie Holder represented Ameri-Tech.

II. Proof of Notice

Posted onsite and email sent.

III. The Board reviewed the 2025 budget, reserves, and compared year-to-date expenses before discussions regarding 2026 budget details, reserves, and the proposed 2026 Budget and Reserve Analysis.

IV. Adjournment at 6:40 pm.

Board of Directors Meeting Minutes

I. Call to Order/Establish Quorum

- Sharon Kemble called the meeting to order at 6:45 pm.
- Board members present were Sharon Kemble, Brian Kidd, Ross Silva, Tim Pehlke, and Raquel Colom. The homeowner present was Jaime Colom. Arnie Holder represented Ameri-Tech.

II. Proof of Notice

- Posted onsite and email sent.

III. Approval of Minutes from the September 17th meeting

- A motion to approve was made by Brian and seconded by Tim Pehlke.
Approved.

IV. Treasurer's Report

- Ross discussed discrepancies in financial statements and balance sheets.

- **Operating funds** increased unexpectedly (from approximately \$ 16,000 to \$ 42,000).
- **Reserve funds** were inconsistently reported across several months.
- Concerns were raised about missing or inaccurate accounting data.
- Ross and Sharon to meet with Darryl or Karen(accountants) for clarification. Bank statements and check copies to be reviewed.
- Ross explained that some **reserve movements** were unexplained.

V. Manager's Report

- 2 units with 90+ days delinquent.
- 1 unit with 30+ days delinquent.
- 0 units 60 + days delinquent.
- There is one unit with the attorney. Arnie is to **obtain an update from the attorney on the summary judgment hearing.**

VI. Old Business

- **Tree/palms trimming:** Bay to Bay bill is \$2,199. There was garage roof damage when a dead palm tree was removed. A proposal was received by Watertight Roofing for \$1,500 to repair. Once completed, the appropriate amount will be deducted from the Bay to Bay bill. The pine tree behind garages by the open field area and the palm tree behind building 2648 need to be trimmed. Arnie will do a walk-through with Gingko to complete the job..
- **Painting/caulking:** Mendoza Bros. completed all painting and caulking, including repairs at 2652 #3—\$3800. We did not use The Gutter-Man of Tampa Bay.
- **Pool furniture:** Pool furniture reimbursement was received from Westchester Lakes Condos.
- **2648 #5:** A proposal was sent by E. Gilbert & Sons with 2 different amounts due to the unknown condition of balcony repairs. Scope A range \$3330-\$3730, and Scope B \$5,640. Tim motioned to approve, and Brian seconded. Approved.
- **2648 #1:** Arnie to follow up about ceiling stains on the third floor with Watertight Roofing.
- **2644 #1:** Arnie to follow up about wasps above the entrance door and ceiling stains on the second floor.
- **2652 #6:** Arnie will call Gingko(Charlie) about broken sprinkler heads in front yard.
- **2644 #6:** Ted, Gilbert, and Sons will assess balcony repairs. Brian also checked it.
- **Lake Maintenance:** A proposal was received by Lake Brothers. As other properties around the lake are making the change from Tigris to Lake Brothers,

the monthly fee will be \$120. More information is needed about specifics. Raquel will send an email to Lake Brothers and will follow up with Lake Doctors.

- **Paving/Parking spaces:** Arnie needs to get updated quotes for budget planning.
- **MRTA:** Most packets were hand-delivered to homeowners, with a few mailed. 10 responses have been received. The meeting will be held on November 3rd. The board may need to canvas homeowners for additional votes before the meeting.

VII. New Business

- **2652 #6:** There was garage roof damage when a dead palm tree was removed. A proposal was received by Watertight for \$1,500 to repair.
- **2656 #4:** Gutter line clogged. Arnie will contact Ted, Gilbert, and Sons.
- **2644 #1:** French drain costs \$525. Tim motioned to approve, Raquel seconded. Approved online and ratified/approved at the meeting.
- **Board members' training class:** Arnie will look into upcoming dates.
- **Power washing:** Arnie to obtain quotes to power wash all buildings.

VIII. Adjourned meeting at 8:10 pm.

IX. Next Steps / Follow-Ups

- **MRTA** meeting on November 3rd at Ameri-Tech. Organizing committee to encourage homeowners to submit ballots, and canvas if necessary.
- **Budget Approval and Annual Meeting** on November 19th at the pool.
- Ross and Sharon are to **verify financial discrepancies** with accountants.
- Proceed with **pine and palm tree trimming**
- Proceed to **repair 2644 #1 French drain**. Arnie to address wasps and ceiling stains on 2nd floor.
- Arnie to follow up **2648 #1, ceiling stains on the third floor**.
- Arnie to follow up on **2652 #6 sprinkler heads repair** with Gingko(Charlie).
- Watertight Roofing to proceed to repair **2652 #6 garage roof**.
- Arnie to get updated quotes for **paving/parking spaces**.
- Raquel to follow up with **Lake Brothers and Lake Doctor**.
- Arnie to get quotes for **power washing** the buildings.
- Arnie to look into **board members' training classes**.
- Arnie will contact Ted, Gilbert, and Sons about the **gutter line clogged at 2656 #4**.
- Gilbert and Sons to assess **balcony repair on 2644 #6**.
- Gilbert and Sons to complete balcony repair on **2648 #5**.

