

**Westchester Shores HOA
SPECIAL ASSESSMENT MEETING**

Wednesday, June 25, 2025 at 5:30pm

Ameri-Tech Community Management

24701 US HWY 19 N.

Clearwater, Florida 33763

1/ Call to Order/Establish Quorum

The meeting was called to order by Sharon Kemble at 5:32 PM. Present were Sharon Kemble, Tim Pehlke, Ross Silva, Kathy Stewart, Patrick Lane, Danita/Clyde Yerkey and Phil Colettis and Keith Phillips from Ameri Tech.

2/ Proof of Notice

Posted onsite and mailed to every owner.

3/ Discussion of costs and questions

Sharon Kemble explained why it is necessary to assess each homeowner \$3,000 to cover the cost of replacing all the roofs. The current roofs were expected to last 30 years and funds were set aside to be fully funded at that time. However, each building has leaks, many caused by last year's hurricanes so they need to be replaced now after 18 years. Ross provided the accounting background document (attached) to explain how the assessment was determined. Phil indicated that upon completion and final payment, warranty and wind mitigation docs will be made available. Roofs will require annual evaluation.

Treasurer Report

Ross Silva explained why it is necessary to assess each homeowner \$3,000 to cover the cost of replacing all the roofs. The current roofs were expected to last 20 years and funds were set aside to be fully funded at that time. However, each building has leaks probably caused by last year's hurricanes so they need to be replaced now.

Ross made a motion, seconded by Tim Pehlke, to issue a special assessment of \$72,000 or \$3,000 per unit for Roof

Replacement. Full payment due on July 9. Late fees begin July 10 at same rate as late fees of monthly dues. Approved. Should residual funds be available after final payment to roofer and any other contractors needed to complete the job, funds will be applied to Deferred Maintenance Reserves. Should there be a shortfall, a second assessment may be required.

4/ Homeowners Comments

Patrick Lane has been inspecting the roofing project and detailed what he has seen. He will continue to monitor progress.

5/ Meeting was adjourned at 6:09 PM.

	Full Replacement
Current Roofing Reserve	\$ 150,907.00
Reserve Interest	\$ 9,854.54
50% of Deferred Maintenance	\$ 27,118.25
Total Available Funds	\$ 187,679.79
Full Roof Replacement Estimate	\$ 221,000.00
Replacement Materials Cost (Estimate)	\$ 26,680.00
Job Related Management Fee	\$ 12,000.00
Total Roof est. Cost	\$ 259,680.00
Total Additional funds needed	\$ (72,000.21)
# of units 24 - short per unit	\$ (3,000.01)

Actions

Assessment \$3,000 per unit

\$ 72,000.00

All Residual funds will be returned to the Deferred Maintenance Reserve

Moving forward 2026	
Rereserve 350,000 for future roof/15yrs/per yr	\$ 23,333.33
Current reserve 658.08/month/yr	\$ 7,896.96
Additional reserve/yr	\$ 15,436.37
per month	\$ 1,286.36
per month per unit	\$ 53.60