

Westchester Shores Homeowners Association

Board of Directors Meeting

Wednesday, July 16, 2025

- I. Call to Order/Establish Quorum
 - Sharon Kemble called the meeting to order at 5:32 PM.
 - Present were Sharon Kemble, Brian Kidd, Ross Silva(by phone), Tim Pehlke(by phone), and Raquel Colom. Homeowners present were Jaime Colom, Patrick Lane, and Luis Florez. David Espino and Phil Colletis represented Ameri-Tech.
- II. Proof of Notice
 - Posted onsite
- III. Voting of new HOA board members
 - Ann Tunciper and Kathy Stewart have resigned from the Board of Directors and their remaining terms need to be filled.
 - Tim Pehlke made a motion to confirm the appointment of Brian Kidd as Vice President and Raquel Colom as Secretary to replace the remaining terms of Ann Tuncsiper and Kathy Stewart. Seconded by Ross Silva.
 - Motion Approved.
- IV. Approval of Minutes from the June 18th meeting and the June 25th Special Assessment meeting.
 - A motion to approve was made by Brian Kidd and seconded by Tim Pehlke.
 - Approved.
- V. Treasurer's Report
 - Ross Silva presented the report.
 - June financials reviewed (July meeting covers June statements).
 - Special assessments (\$48,445) were incorrectly categorized as management fees. They should be allocated under reserves for accurate accounting.
 - Clarification needed: Special assessment income must be coded to the reserve account for expenses, such as roofing, rather than being treated as period income. Issues persist with the reversal of irrigation payments

and balcony repair expenses not being coded correctly or fixed. For example, Termite Tenting should be coded and funds dispersed from the Miscellaneous Deferred Maintenance Reserve.

- Ross to discuss the income statement, balance sheet, and appropriate coding with the Accountant at Ameri-Tech.

VI. Manager's Report

- David Espino presented the report.
- Collections update:
 - 1 account with a lawyer, pending lien;
 - 1 account at 30 days delinquent
 - no accounts at 60 or 90 days.
- 15 of 24 units have paid special assessment, with \$48,445 collected.
- Late fees were applied on July 10.
- Delinquency notices to be mailed by Ameri-Tech.
- Standard collection policy will be followed for all dues/assessments. Westchester Lakes Condos are still working with Duke Energy on a pipeline repair that may be proportionally charged to Westchester Shores once completed.
- New pool furniture costs to be charged proportionally to Shores.

VII. Old Business

- Update on Roofing Project by Phil.
- All roofs completed.
- Final walk-through scheduled with Watertight for Friday, July 18th.
- City inspection pending for most buildings.
- Wood (fascia and plywood) repairs were more extensive than expected.
- Painting of new wood pending; 3 bids to be collected.
- Warranty and wind mitigation documents will be provided once final payment and city inspections are completed.

VIII. New Business

- Several owners asked for a payment plan for the roof assessment.
- The Board reaffirmed its decision from the June 25th special assessment meeting, which is a one-time payment of \$3,000.
- No payment plans are being offered.
- Standard collection policy will be followed for all dues/assessments.
- Phil explained the policy.

- Westchester Lake Condos Recreational Facility Agreement shared use of pool facilities was made available for the Board's review. There is a concern over how unit counts affect the cost-sharing percentage.
- Ross and Sharon will work on the amount Westchester Shores will pay towards pool furniture in compliance with the signed Agreement.
- David to provide painting quotes on wood replacement from the roofing projects. Three quotes to be provided.
- MRTA, Marketable Records Title Act. HOA may not be in compliance; Ameri-Tech needs to confirm if documents were reaffirmed at the 30-year mark with an attorney. If it was not completed, it can be an expensive re-filing process.
- The Board is waiting for details from Ameri-Tech about irrigation areas in building 2652, Unit #6, as proposed by Gingko Landscaping.
 - There are several areas of concern with Gingko, including cutting back the ground cover and cleaning up grass clippings, and trimming.
 - Tree trimming quotes were requested in June.
- A homeowner asked how the new legislation may affect the HOA. Phil indicated that it was for condos only.
- The next meeting date is Wednesday, August 20, 2025, at the Countryside Library.

IX. Adjourned at 6:59 PM