

5/21/2023 Annual Minutes of the Corporation

The annual meeting of Westtown Presbyterian Church in America, Inc., a Florida 501(c)3 corporation, was held at 10:05 a.m. in the Sanctuary of Westtown Church, 13521 Race Track Road Tampa, FL 33626. The Board of Trustees called the meeting for the following purposes:

1. Election of one (1) at-large member of the Board of Trustees;
2. An update and recommendation for action on the entrance bridge over Double Branch Creek, which requires replacement; and
3. An update by the Westtown Pastoral Search Committee (PSC) on the search for Senior Pastor.

A quorum was established with 108+ members present. (Current Communing members are 403, requiring 1/6 or 67 members present for a quorum.)

David Bazzel, director and president of the Board of Directors/Trustees, moderated the meeting and provided the opening prayer.

Nominations were opened for the position of director-at-large for the Board. Member Luke Jones was the sole nominee from the floor and was willing to serve a three-year term.

By hand-vote, Luke Jones, an adult member in good standing, was elected by majority vote for a three-year term.

Several members of the Westtown Bridge Committee, including Eric Reddish, Morgan Lusk, Dave Bazzel and James Vansteenbure, updated the members on the engineering assessments of the entrance bridge over Double Branch Creek, which provides the only access road to the Westtown Church property.

The Committee reported that the following steps have been taken over the past several months since discovering issues with the bridge:

- Consultation with industry and environmental experts.
- Review of existing structures for possibility of repairs on the existing structure (bridge). These were not found to be viable.
- Review of property for alternative entrances, which were not feasible due to surrounding wetlands, and the time (i.e. years) and costs needed for any mitigation.
- Review of alternatives such as culverts, which were deemed inadequate due to volume of flow limitations.
- Review of engineering assessments to remove and replace the bridge.
- On behalf of the Board of Trustees, litigation was initiated against the prior parties who had designed and constructed the existing bridge. These will take months to resolve.

- Submission of Request for Proposal (RFP) to multiple (six) qualified contractors for the demolition and removal of the existing bridge and construction of a new bridge.
- Review of proposals for a temporary single-lane bridge over Double Branch Creek to allow ongoing access to the property while bridge demolition and construction occurs, which was a requirement of any ultimate bridge replacement in order to maintain normal operations of church and the Westtown Christian Academy preschool.

Committee then discussed the design for a new bridge. It would be built for a 100-year flood stage, five (5) feet higher (i.e. “taller”) roadway surface, and 20 feet longer than the existing bridge. A temporary single-lane bridge would be built to the southwest (right of existing bridge on entry) of the existing bridge and allow for normal operations of the Church and the Westtown Christian Academy with limited interruptions. Construction would take 3-4 months.

To date, design and environmental study are both complete. Steel and materials will take several months to obtain. Timelines are to be determined once we select a contractor for the project. Projected cost is \$2.0 to \$2.2 million for the complete project.

The trustees laid out three choices for the members:

1. Do nothing, forcing sale of the property and finding a new location.
2. Wait to raise funding through donations with the risk of bridge failure at any time.
3. Finance the project through a construction loan, while we ask our community to contribute financially to the project.

Discussion: The members asked the following questions from the floor with the answers from the Committee:

- Have the engineers determined a timeframe in which the bridge will fail (i.e. become unusable)?
 - **Answer:** No, the engineers cannot give a precise answer but the bridge would currently be rated as a C- to D on a five-letter scale, so will need replacement sooner than later.
- Is the original design and/or construction at fault?
 - **Answer:** We are unable to say at this time, but that is under legal review. The Corporation has retained an attorney who has filed notice with all parties involved with the existing bridge design and construction, but that will take months to determine responsibility. However, the Committee did acknowledge that bridges are typically designed for a 40-year life. The existing bridge failed in less than 10 years.
- Is the cost of the temporary bridge included in the estimated replacement cost?
 - Yes.

Pastor Morgan Lusk offered some perspectives on the bridge and our ministries and then led the members in prayer.

It was moved, seconded and approved for the Board of Trustees to proceed with obtaining a construction loan to replace the bridge (over Double Branch Creek) and selection of a contractor.

Members were encouraged to reach out to anyone on the Bridge Committee (listed above) with their questions. The business of the Corporation was then concluded.


Announcements:


Bill Barrow, chair of the Pastoral Search Committee (PSC) provided an update on their efforts to find a new senior pastor. He recognized the nine members and three alternates of the PSC. Over the past seven months, the PSC reviewed 15 candidates. They voted unanimously to call one man. Family issues led him to decline the call to Westtown. The PSC has reopened the search.

The meeting adjourned at 10:40 AM

David Bazzel closed the meeting in prayer.

Submitted by RE Phil Smith as Secretary.


Moderator, David Bazzel, president


Philip Smith, secretary

MINUTES APPROVED, DATE _____, Clerk's initials _____.