

Approved April 18, 2023
WESTBROOK VILLAGE ASSOCIATION
LONG RANGE PLANNING COMMITTEE
January 17, 2023

PRESENT: Steve Merkovich, Amy Miller, Bob White, Jim Schulz, Jon Pardoll, Lynette Jones, Joy Groves (Members)
Karen Jones (General Manager)

ABSENT:

HOMEOWNERS: Full house

HOMEOWNER AND MEMBER COMMENTS

Homeowners in attendance are given the opportunity to address concerns and ask questions of the Committee and Management. These comments are not made a part of the Minutes.

CALL TO ORDER

Steve Merkovich, Chair, called the April 2023 Meeting to order at 9:05 a.m.

There was a quorum with all members in attendance.

MINUTES – November 22, 2022

Necessary corrections will be made as requested, and the Minutes will be resubmitted for file.

MOTION by Mr. Schulz, second by Mr. Pardoll, to approve the Minutes of the November meeting as presented. Carried with Ms. L. Jones and Ms. Groves abstaining as they were not in attendance at the meeting.

UNFINISHED BUSINESS – None

NEW BUSINESS

Facilities Usage Report: Report for November 27 through December 20, 2022 included in the Committee Packet for review and discussion.

Long Range Assessment Plan: Included in the Committee Packet for review and discussion.

Completed projects for the Vistas include: Workrooms refurbished (no Code changes made at this time), FALC refurbished, FALC Library update (waiting for new furniture), Glass Arts, Needle Arts, Pool (in process), Ballroom refurbished, Sprinkler System Codes.

The Ballroom Stage upgrade has not been done as yet and Physical Fitness remains to be done.

Completed projects for the Lakes include: Workrooms refurbished (pottery to be completed in 2023), Woodshop codes (electrical upgrades complete, waiting on dust collector), sprinkler system codes (decision needed on when to do this work – could be done now or could wait until major renovations done), Admin Building Rebuild (2025), Ballroom Stage upgrade (completed when Lakes was done – discussion on lowering height of stage and other renovations).

Completed projects for Common Areas include: Solar (future projects), Reflection Garden (Grand Opening February 15, 2023), Tree and Bushes renovation program (ongoing), Plant and Tree water heads (ongoing), Windows – all buildings (replaced as necessary), Street lighting LED (not WVA project), All interior lighting to LED (in process), Weather Staton Coordination (ongoing), Roof needs (day to day operation), Space Management Assessment, Storage Management (ongoing) Four main

entrances (50% complete - 2 entrances on 91st Avenue still to be done), Wheelchair access – all areas/buildings (ongoing).

Future projects include Solar, Update FALC, Lakes and Vistas entrances, Electrical – all buildings (upgrades and grounding done as needed – will be kept on the list, broken down into buildings),

The Board of Directors has approved \$85,000 for hiring an Architect for recommendations on what to do with the Fitness Center. A phasing schedule should be developed.

Ms. K. Jones will re-design the form and will put projects into categories of Priority 1 (1-5 years), Priority 2(6-9 years) and Priority 3 (10+ years). The form will include timeframes and costs (with a 10-25% inflation rate).

Ms. K. Jones stated it is necessary to get the list updated, get an Architect on board, and get the Reserve Study updated.

Additions to list include:

- Permanent card rooms at both Lakes and Vistas
- Permanent meeting rooms
- Vistas entrance
- Media room (library/social gathering place)
- Consolidate club rooms
- Administration Building upgrades (to include a permanent meeting room)
- Vistas Ballroom/Stage upgrades
- Outdoor venue (for weddings, concerts, etc.)
- Subdivision entrance sign upgrades
- Utilize WVA open areas for expansion of existing facilities
- Lakes Entry (off Union Hills)
- Safe evacuation route/emergency assembly area)
- On-site coffee shop (future consideration)

It was pointed out that this list, once reviewed by the Committee, will be published to all Homeowners.

Open Committee Positions: Mr. Pardoll's position expires in April (he can reapply). Ms. K. Jones will send out a call for candidates for open positions on all Committees.

FOR THE GOOD OF THE ORDER

- Candidates Night – February 15, 2023, 7:00 p.m., Lakes Ballroom. There are five candidates for three positions. Ballots will be mailed out following this event.
- Annual Meeting – March 15, 2023, 6:00 p.m., Lakes Ballroom – cumulative voting is allowed.

Next Meeting Dates: Tuesday, April 18, 2023 – 9:00 a.m., FALC

There being no further business to come before the Committee, the meeting was adjourned at 11:29 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE