

Approved September 19, 2023
WESTBROOK VILLAGE ASSOCIATION
LONG RANGE PLANNING COMMITTEE
April 18, 2023

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

ABSENT:

HOMEOWNERS:

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 – January 17, 2023

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

MOTION by Mr. Pardoll, second by Mr. Schulz, to approve the Minutes of the January meeting as amended. Carried unanimously.

UNFINISHED BUSINESS – None

NEW BUSINESS

Facilities Usage Report: Report for February 20 through March 26, 2023 included in the Committee Packet for review and discussion.

Committee Vacancies: There is one opening on the Committee and there are two candidates.

RFP – Bid Specifications – Architect Design, Locate and Approximate Cost Evaluation for Updated Fitness Center: Included in the Committee Packet for review and discussion. The RFP calls out three areas: 1. Construction of an expanded Fitness Center; 2. Relocation of the existing Fitness Center to a new FALC building; or 3. Relocation to any other location deemed acceptable and feasible.

The following firms will be sent the RFP:

- Fairbanks Consulting and Development
- DG Fenn Construction Co
- Colt General Construction Contractor and Architecture
- SDC Restoration and Construction
- FORM Design Studio Ltd.

In addition, there are a number of other firms that may also be contacted.

There was discussion about the need for buildable blueprints, owned by WVA. There was also considerable discussion on how the architect interviews should be handled. It was also suggested an

architect who works specifically with Fitness Centers be contacted. Fitness Center should be 5,000 to 7,500 square feet, at least double the size of the current Fitness Center. Financing also needs to be considered – options being using funds on hand, obtaining a loan, and special assessment.

After considerable discussion it was determined that several of the architects will be invited to attend the next Committee meeting; these will be fact-finding discussions only.

Long Range Assessment Plan

Following review of the list of projects, the following were added as Priority 1:

Permanent Card Rooms
Solar Panels/Parking Covers (Lakes first)
Weather Station Equipment Coordination
Window Upgrades to all Buildings

The following were added as Priority 2:

Admin Office Building Upgrade
Fire Sprinkler Additions – all minus ballrooms
Country Club Median Update
Vistas Subdivision Signage
Upgrade Electrical Buildings (do at same time as sprinklers)

The following will be referred to Landscape and Facilities

Main Entrance Upgrade
Neighborhood Entrances Upgrade

This list will be updated and included on the next meeting agenda for further review and discussion.

Next Meeting Date: September – Date to be determined.

There being no further business to come before the Committee, the meeting was adjourned at 10:58 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE