

**Approved June 19, 2024**  
**WESTBROOK VILLAGE ASSOCIATION**  
**LONG RANGE PLANNING COMMITTEE**  
**May 15, 2024**

**PRESENT:** Steve Merkovich, Bob White, Jim Schulz, Jon Pardoll, Paul Schnetzky, Robert Freiberg, Max Allen (Committee Members)  
Karen Jones (General Manager)

**ABSENT:**

**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 a part of the Minutes.

**CALL TO ORDER**

Steve Merkovich, Chair, called the May 2024 Meeting to order at 9:01 a.m. He announced there was a quorum with all members in attendance.

**MINUTES – January 17, 2024**

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 January meeting as presented. Carried with Mr. Allen, Mr. Freiberg and Mr. Schnetzky abstaining as they were not members of the Committee at that time.***

**UNFINISHED BUSINESS**

**Architect RFP for Fitness Center Project Update:** Mr. Schulz provided an update on the RFP, including the amended RFP. Considerable discussion followed regarding the amended RFP and additional amendments that may be needed.

Mr. Schulz stated the following is a very fluid timeline. There is a list of twelve Architects. The mailing to the Architects will go out on May 15, 2024; it will include the RFP and an RSVP response from the Architect indicating they will attend the Discovery Day on June 6, 2024 (10:00 a.m. to noon). The Fitness Center will be closed until noon. At the Discovery Day, the Architects will have access to the facility so they can see what they will be working with. RFP to be signed and returned to WVA by July 15, 2024, with the first review scheduled for September 1, 2024. Final plans are due on October 1, 2024. The Board will review the plans on November 6, 2024, Recreation Committee will review on November 12, 2024, and the Landscape and Facilities Committee will review on November 13, 2024. Contractor bids and bid acceptance will be done by December 1, 2024, with construction to start May 1, 2025.

Mr. Merkovich and Mr. Schulz have visited a nearby EOS Fitness Center, Mountainside Fitness Center, and Planet Fitness. All have indicated an interest in working with Westbrook residents, including extending corporate rates to residents, during the time the Fitness Center is under renovation and is closed.

There was a question about relocating some of the fitness equipment to another space in Westbrook so residents do not have to leave the community to work out. Consideration could also be given to having the renovations done in such a way that half of the fitness center could be kept open for the residents to use while the other half is renovated. This would eliminate the need for residents to leave the community to do their workouts. Contact will be made with Rio Vista, too, to see if they will work with the Association during the renovations.

**NEW BUSINESS**

**Introduce New LRP Committee Members:** New Members Max Allen, Robert Freiberg and Paul Schnetzky were introduced. Bob White has been re-appointed for another term.

**Elect Vice Chair:**

***NOMINATION and second for Jim Schulz as Vice Chair. Carried by acclamation.***

**Facilities Usage Report:** Report for March 25 through April 21, 2024, included in the packet for review and discussion.

**For the Good of the Order**

Ms. Jones reported on recent thefts that have occurred in the Village; she has met with the Police Department. The thefts and break ins started on Thunderbird and they are working their way up 91<sup>st</sup> Avenue breaking into homes and stealing vehicles and golf carts. To date there have been no physical attacks.

The Posse has reduced their night patrols; they need volunteers so these patrols can continue.

**Next Meeting Date:** June 19, 2024, 9:00 a.m.

There being no further business to come before the Committee, the meeting was adjourned at 10:46 a.m.

Respectfully submitted,  
*Jody Brown*, Recording Secretary

**MINUTES & MORE**