

APPROVED MARCH 18, 2026
WESTBROOK VILLAGE ASSOCIATION
ANNUAL MEETING MINUTES
March 26, 2025

PRESENT: Amy Miller, Max Allen, Marcy Reneau, Bruce Garrison, Tim Davis, Bob Carneiro (Board Members)
Karen Jones (General Manager)
Jody Snider (Asst. General Manager)
Sean Gorenstein, (Facilities Manager)
Denise Murphy (Recreation Centers Manager)

ABSENT: Steve Merkovich (excused)

POSTING OF THE FLAG, PLEDGE OF ALLEGIANCE – Westbrook Village Posse Honor Guard
Attendees were asked to stand for the Posting of the Flag, the Pledge of Allegiance, and the National Anthem.

CALL TO ORDER

Amy Miller, Board President, called the 2025 Annual Meeting to order at 6:08 p.m.

INTRODUCTION OF DIRECTORS

Ms. Miller introduced herself (President, Landscape and Facilities Committee Chair, Cornerstone Committee Chair, Member of Personnel, Ways and Means and 2025 Budget Committees), Ms. Reneau (Vice President, Architectural Control Committee Chair, Information Technology Committee Chair, Recreation and Cornerstone Committee Member), Mr. Merkovich (Treasurer, Long Range Planning Committee Chair, Personnel Committee Chair and Ways and Means Committee Chair), Mr. Allen (Secretary, Information Technology Committee Vice Chair, Recreation Committee Chair and Long Range Planning Member), Mr. Carneiro (Director, Architectural Control Committee and Posse), Mr. Davis (Director, Governmental Relations Committee and Town Hall Committee), Mr. Garrison (Director, Member of Landscape and Facilities Committee, Personnel Committee and Ways and Means Committee.

PROOF OF CALL

Mr. Allen announced that pursuant to Article III, Section 5 of the Bylaws of Westbrook Village, written notice of the Annual Meeting stating the date, time and place of the Annual Meeting was mailed to each member on February 22, 2025, not less than ten days nor more than fifty days before the date of the Annual Meeting.

PROOF OF QUORUM

Mr. Allen announced that pursuant to Article III, Section 6 of the Bylaws of Westbrook Village, at any meeting of members of the Corporation, the presence of members in person or by valid absentee ballot holding 30% of the votes eligible to be cast shall constitute a quorum. There are 3,910 members in Westbrook Village making Quorum 1,173. ARS 10-3708 of the Non-Profit Corporation Act grants a corporation the ability to take any action by written ballot that may be conducted at any Annual Meeting. The quorum has been established with the receipt of 1,839 ballots.

MINUTES – March 20, 2024, Annual Meeting

MOTION by Mr. Shank, homeowner, second by Mr. Carneiro, to approve the Minutes of the 2024 Annual Meeting as presented. Carried by unanimous vote of the members in attendance.

ELECTION OF DIRECTORS Candidates on the Ballot are Amy Miller, Bob Carneiro, Steve Merkovich and Joe Bernier. There were no nominations from the floor. Final ballots were cast.

GENERAL MANAGERS REPORT

Karen Jones, General Manager, welcomed the Homeowners to the Annual Meeting and thanked them for the privilege of serving as General Manager for the community.

She reminded the Homeowners that the Board of Directors are also Homeowners in the community, and they volunteer their valuable time to improve and protect the community. They regularly face hard decisions and must choose to do what is best for the community.

Westbrook Village community continues to be one of the industry leading "unique active adult communities" in the valley because of you, our residents. Without you "community" has no meaning. Oh what fun we have in this community.

Some quotes from others that I have come across over the past year – "The prestigious WVA adult Community!" - "Peoria's most desirable active-adult community" - "It's like Mayberry, peaceful, love it" - "Enjoy the VIBRANT WV lifestyle." - "Impressive is the neighborhood; known for its serene surroundings, beautifully kept communal areas." - "Enjoy affordable, carefree living with easy access to the 101 freeway, shopping, and entertainment districts." And there were many more, The Board of Directors accomplished what they set out to do ten years ago.

At our recent NHO we heard great compliments about our community and why they chose here. Amenities, friendly people, feels safe, affordable etc. The Long-Range Planning Committee also did a recent survey of new homeowners and will be publishing those results. Similar comments. Be proud Westbrook Village residents!

What makes Westbrook so great? Helping one another, whether it be a phone call to check on a neighbor you have not seen, positive reinforcement, meal sharing, transportation, food drives, coat drives or just a friendly wave and hello – it all matters. Please continue to show human kindness each day. A smile and a wave can really make someone's day.

This past year we lost one of our esteemed Board Members, Michael Greene. Mike is truly missed and will be fondly remembered for all the great things he did for our community and the golf clubs.

If leaving for the summer months or just taking a well-deserved vacation - remember to stop by the Posse office and sign-up for vacation watch of your property; this is such a wonderful service available to only Westbrook residents. The Posse checks about 100-200 homes every day during the summer, making sure the doors are closed and everything is secure.

You have heard this from me many times before" bring me your suggestions, comments, ideas and your problems, but as I tell the Staff, you must come with 2 possible solutions"! I implore you as residents to do the same, the more suggestions - the better we are as a community.

Service Direct Landscape – SDL. Their maintenance division continues to keep our community beautiful and safe. Water savings continues to be an important issue with over 6 million gallons saved. Thank you, SDL and the Landscape & Facilities Committee.

The Westbrook Living magazine – What a great communication tool. Thank you to Judy for your continued dedication and love for our community! The magazine is such an important staple for our community. Please support the vendors who advertise in our magazine. If you have a contractor you are really pleased with, encourage them to put an ad in the magazine.

2024 Review:

Let's review some of the great projects completed in 2024.... Despite the rising cost of water, landscape, utilities, materials, chemicals etc. We continue our fiduciary duty to not overspend. Our Reserve Specialist mentioned that a roof replacement that might have cost \$50k a decade ago and might easily cost \$80k to \$100k today. Wow, that is difficult to swallow. Interior refresh including

paint and lighting throughout. Country Club Parkway at the Phase II entrance. Beautiful upgrades with granite, rip-rap and plantings. Beautiful work L & F Committee. On-going repairs and painting of the 18.4 miles of association walls throughout the community. This takes regular maintenance, and the association spent \$128k last year maintaining these walls. Clean-up and restoration of the administration office after the flood. These are just to name a few. All of this along with the day-to-day maintenance of all the facilities which are open 363 days per year. WOW, remember to thank the staff when you see them! This is all done with 36 staff members. Thank you to the Staff.

All large-scale communities such as ours experience change aging facilities, failing infrastructure, new trends and ever-changing resident needs. The path we choose to move forward on determines our success. Long-Range Planning is currently working toward improving the fitness facilities. In 2024 they will hire an architect to design the new facilities in hopes the project can begin in 2025.

Thank you to our volunteers in Westbrook Village. Without you we could not have made any of this happen.

Introduction of Staff: Jody Snider, Assistant General Manager. Sean Gorenstein, Facilities Manager; Sarah Maxwell, Communications Liaison; Renee Larson Executive Administrative Assistant; Duane Michael, Compliance and Resale; Colby Smithwick, Recreation Centers Assistant; and Denise Murphy, Recreation Centers Manager.

You have heard me often say - you purchased your home here with expectations and a lifestyle in mind. It is our job to ensure that happens by maintaining the common areas, fair enforcement of the governing documents, handling minor neighborhood issues, monitoring revenue and expenses, entertaining, answering questions and listening and guiding you, the residents of Westbrook Village. While we would love to make all of you happy, it is not possible. We need to remember we have to do what is best for this community as a whole and we pledge to do our best and give it our all here at Westbrook village. Thank you.

WVA FINANCIAL POSITION – Ms. Miller and Mr. Garrison

Ms. Miller introduced the members of the 2025 Budget Committee – Steve Merkovich, Amy Miller, Jim Schulz, Bruce Garrison, Kurt Kimmerling, Paul Schnetzky, Edward Strother, Karen Jones, GM and Jody Snider, AGM.

2024 Financial Review

Operating Fund: Used for day-to-day operations in the community, funded primarily by the Annual Assessment. There is an amount transferred to the Reserves each month; \$125,000 was transferred in 2024. Assessments increased 2.5% (CPI Index) while expenses increased more than 6.9%.

Reserve Fund: In addition to the amount transferred from the Operating Account, the Reserve fund is funded mainly by the New Homeowner Preservation Fee, paid by each buyer when they purchase their home in Westbrook. Reserve funds are used for major improvements, equipment replacement, and infrastructure needs.

In 2024 the Association collected \$3,036,000 in member assessments. Other revenue included \$390,000 for recreation center rentals and the RV lot. There was \$319,000 budgeted for additional revenue.

Expenses for 2024:

	Budgeted	Spent
Administration	\$260,000	\$262,000
Landscaping	\$903,000	\$912,000

The Association budgeted operating expenses totaling \$3,208,000 and spent \$3,220,000. There was a \$125,000 transfer from Operations to Reserve. The net surplus was \$59,000.

The final Reserve Fund total was \$4,500,000 with a positive variance of \$233,000 due to resales and interest income. There was \$1.1 million budgeted for Reserve Expenses with only \$799,000 spent. The Reserve Fund Ratio at the end of 2024 was 123% per previous 2020 Reserve Study. The National average for Reserve ratios for HOA's is 70%.

Reserve Cash on hand at the beginning of 2024 was \$4,057,000; fully funded Reserves are \$3,668,000.

Major projects in 2024 included repair and painting of the perimeter walls, irrigation repairs/updates, HVAC replacements, Woodshop Dust Collection system, Lakes Complex Asphalt resurface and Pickleball Court resurface.

Preservation fee income for 2025 is based on 150 new home sales; the Reserve Fund ratio will be 73%. There will be major expenses for the RV Lot Asphalt replace, irrigation, some granite replacement, and exterior wall repairs/paint. Expenditures are estimated at \$1,219,000. Reserve Cash on hand is \$4,498,000 at the beginning of the year with a year-end balance of \$4,029,000.

Westbrook Village Homeowner Association remains in solid financial position. Our minimally supports our operating expenses, which are generated from annual homeowner assessments.

VOLUNTEER RECOGNITION

The following were recognized

2024 Volunteer of the Year - Bill Pateno

2024 Employee of the Year – Sean Gorenstein

COMMENTS FROM THE FLOOR

Carrie – St. Andrews Place – Where will the residents who park in the RV lot park when the asphalt is being replaced? Entrance Clock never works and are there any plans to replace chairs at Lakes pools. There will be more to come on where homeowners can park when the RV lot is being repaired. Entrance Clock is being repaired and new chairs for the Lakes pool are in the budget for 2025.

Joy – St Andrews Place – Wanted clarification on the Reserve Fund and suggested to BOD that maybe it is time for special assessment.

Joanne – Torrey Pines – Wanted clarification on who approved the tiles and 3 feet deep in Vista pool. Ms. Miller does not know who approved the changes to the pool.

Mike – Cypress Point – Mike stated he loves the pools and loves the blue tile.

Linda – Cambridge Crossing – suggested changes to the pool tile, maybe every other tile could be changed so it not so slippery.

Bob – Meadow Ridge – Thanked BOD for all they do.

Brenda – Scotland Hills – Thanked BOD and stated WBV is a beautiful place to live.

Shelley - Shared with BOD that WBV is a wonderful community and agrees a special assessment might be beneficial. She suggested more technology is needed.

ELECTION RESULTS

Ballot tally is as follows:

2025 Annual Meeting Minutes 1,839 approvals 21 denials

New Board Members are:

Joe Bernier 1,720 votes

Amy Miller 1,181 votes

Steve Merkovich 995 votes

Thank you to Candidates: Bob Carneiro

There being no further business to come before the Members, the 2025 Annual Meeting was adjourned at 7:30 p.m.

Barbara Peot
Minute Keeper