

Westwood Homeowners Association

Committee Organization-Vision-Direction for:

Entrance Signs/Decorative Signposts/Street Lights

Committee Members:

Brian Kingsley (BOD)

Joe Meyer (BOD)

Melissa Hickam (HOA Manager)

Jennifer Dennon

Debbie Galbraith

Tiffany Vidoli

Chad Collins

General goals for the committee will include:

Entrance Signs:

- 1) Review and consider HOA member feedback during all committee activities.
 - a. Develop a summary of how HOA member comments were addressed/considered by the committee.
- 2) Arrive at a recommended design for Westwood Hills Entrance signs.
- 3) Consider cost and durability of recommended materials.
- 4) Identify a contractor(s) that is capable and available to construct the entrance signage.
- 5) Identify an appropriate budget for the installation of entrance signs at 3 locations:
 - a. Dole Dr. and Wakarusa Dr.
 - b. Eisenhower Dr. and Wakarusa Dr.
 - c. Eisenhower Dr. and Queens Rd.
- 6) Research City requirements/permits for installation of entrance signs.
- 7) Provide overview and recommendation to HOA BOD of committee conclusions.

Decorative Signposts:

- 1) Review and consider HOA member feedback during all committee activities.
 - a. Develop a summary of how HOA member comments were addressed/considered by the committee.
- 2) Arrive at a recommended design (materials, installation-embedment).
- 3) Consider cost and durability of recommended materials.
- 4) Identify a fabricator(s) that is capable and available to fabricate the signposts.
- 5) Identify a contractor(s) that is capable and available to install the signposts.

- 6) Inventory and identify signposts to be replaced (develop location map).
- 7) Identify an appropriate budget for the installation of signposts.
- 8) Research City requirements/permits for installation of signposts.
- 9) Provide overview and recommendation to HOA BOD of committee conclusions.

Decorative Streetlights:

- 1) Review and consider HOA member feedback during all committee activities.
 - a. Develop a summary of how HOA member comments were addressed/considered by the committee.
- 2) Arrive at a recommended design (Pole style, lighting type and color).
 - a. Provide recommendation for standardization of light poles (lighting type/color) throughout the HOA.
 - b. Provide recommendations to address HOA member feedback (fixture glare shields, etc).
- 3) Consider cost, operational cost and durability of recommended materials.
- 4) Identify multiple light pole manufacturers to receive bids from for new poles.
- 5) Identify a contractor(s) that is capable and available to install the light poles.
- 6) Review and arrive at a final location map for new poles.
- 7) Identify an appropriate budget for the installation of light poles.
 - a. Discuss timing of light pole installation (all at once or one at a time).
- 8) Research City requirements/permits for installation of light poles.
- 9) Provide overview and recommendation to HOA BOD of committee conclusions.