



## Planning Committee Report for June 2017

**Committee Name:** Planning Committee

**Committee Chair:** Brad Wagoner

**Committee members:** to be recruited. All Board members except Mr. Fritsche attended the 5/18/17 meeting.

**Report Date:** June 13, 2017

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### Activity Report

On May 18, 2017, at 6:30 pm, prior to the regular monthly Board meeting, an open meeting was held to receive Member suggestions regarding projects and spending to be considered for the 2018 HOA budget. HOA members were notified and reminded of the meeting several time on NextDoor and by email from the Communications Manager. The following suggestions were made:

- **Primrose Entrance Light Replacement.** A detailed suggestion, with a cost estimate and justification of need, was submitted by Lynn Raney and Sandy Lauder. Specifically, they suggested that the HOA replace the current elderly floodlight at the Wyndham entrance with a new, more modern one similar in appearance and lighting capacity to those at the Wyndham entrance. It was estimated that the fixture would cost approximately \$35 and that installation by a qualified electrician would cost approximately \$150, for a **total project cost of less than \$200**. It was acknowledged that the cost of the hardware could be more if the HOA were to install an LED fixture rather than the quartz halogen that was priced.
- **Neighborhood Enhancement Plan.** Board member Lynn Livingstone, who chairs the Beautification Committee, suggested that the HOA “procure the services of a Landscape Architect to develop a long term (20 year) Neighborhood Enhancement Plan for the Entries, Esplanades, and Common Areas.” Specific topics to be included in such a report were documented.

“The **estimated cost of professional services is in the range of \$3500.**

Additional funds may be needed periodically for Construction Documents to implement portions of the plan. The Neighborhood Enhancement Plan would provide a road map for the HOA to use to budget for improvements over a period of years. The plan should be periodically updated as the needs of the neighborhood change.”

- **Plaque to Acknowledge Gift of Flagpole.** Mr. Lauder advised those present that Geoff Riley, who was unable to attend the meeting, has informally suggested that funds be allocated to install some form of acknowledgment of the flagpole donation. Details regarding cost or form were not available. It was suggested that Mr. Lauder have Mr. Riley contact Director Livingstone to discuss and formulate a more detailed plan to be considered for the 2018 budget .



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## Requested Action Items

- It is requested that the Board ask NMI to obtain quotes for replacement of the Primrose light this year from funds already budgeted for common area improvements.
- As the flagpole plaque is expected to be relatively inexpensive, the Board is requested to ask NMI to work with Messrs. Livingstone and Riley to acquire and install this year, subject to final Board approval of cost and content.