

**THE
MASTER
PLAN
OUTLINE**

Adopted as Revised March 31, 2010

MASTER PLAN

The MASTER PLAN is a detailed plan in a written format providing all information pursuant to the ASSOCIATION as it relates to:

- 1) The management of the ASSOCIATION through:
 - a. Current administration, both paid staff and volunteers;
 - b. Detailed current activities provided, and
 - c. Identification of potential future activity needs.

- 2) The ownership of common property of the ASSOCIATION by determining each component then identifying:
 - a. Its current use;
 - b. Its potential future use;
 - c. The status of its current repairs and maintenance requirements;
 - d. Its future repairs and maintenance requirements, if applicable, and
 - e. Any future replacement requirements.

THE MASTER PLAN OUTLINE

A. Organization Structure

1. Board of Directors
 - a. Organization Chart
 - b. Duties of the Officers
2. Employees
 - a. Organization Structure
 - b. Responsibilities
3. Standing Committees
 - a. Organization Structure
 - b. Charter
4. Current Ad-Hoc Committees
 - a. Organization Chart
 - b. Purpose
5. Structured Clubs and Organizations
 - a. Organization
 - b. Purpose
6. Standard Forms and Applications
 - a. Office
 - b. Activities
 - c. ARC

B. Common Property and Infrastructure

Facilities Under Roof (Lettered A thru H)

Facility A: Administration, Lunch Room ARC, Real Estate, Ballroom, Kitchen, Sound, Restrooms, Storage, Post Office, Package Pick-up. Hopi Room, Architectural Use: Permanent structure

- Income Producing Use: Real Estate office
- Maintenance Use: Electric controls, sound
- Activity Use: General
- Storage Use: Housekeeping, Park Records, Kitchen equipment, chairs, Tables, misc.

b. Facility B: Activities Office, China Painting room, Ceramics room, Navajo room, Storage, Rest Rooms

- Architectural Use: Permanent structure
- Activity Use: Office, meetings, cards, puzzles, crafts
- Clubs/Activities: ceramics, china painting
- Storage Use: chairs, tables, supplies

c. Facility C: Billiards, Card Room, Exercise Room

- Architectural Use: Permanent structure
- Activity Use: Meetings, cards, exercise, miscellaneous
- Clubs/Activities: Billiards, cards, exercise
- Storage Use: chairs, tables, supplies

d. Facility D: Main Laundry, Craft Shop, Showers, Rest Room, Pump Room, Storage

- Architectural Use: Permanent structure
- Income Producing Use: Laundry
- Maintenance Use: Pool pumps, water heaters
- Activity Use: laundry, Crafters Shop
- Clubs/Activities: Crafters
- Storage Use: Misc. north side

e. Facility E: Library, Silversmith, Lapidary, Computer, Sewing, Woodwork, Game Room, Craft Room, restrooms

- Architectural Use: Permanent structure
- Activity Use: cards, crafts, reading, sewing, lapidary, wood shop
- Clubs/Activities: Silversmith, Lapidary, Computer, Sewing,
- Storage Use: chairs, tables, supplies

f. Facility F: Maintenance: Office, rest room

- Architectural Use: Permanent structure
- Maintenance Use: tools, equipment, supplies, carts
- Storage Use: 5 sheds (See B.2.a. below)

g. Facility G: North Laundry

- Architectural Use: Permanent structure..
- Income Producing Use: Laundry
- Maintenance Use: Water heater
- Storage Use: supplies

h. Facility H: South Laundry

- Architectural Use: Permanent structure
- Income Producing Use: Laundry
- Maintenance Use: Water heater
- Storage Use: supplies

2. Facilities - Open Areas

a. Maintenance (Sheds, See B.1.f Above), Dumpsters, Recycle Bins, Can Crushing, Retention Pond, Tennis/Pickleball Court

- Maintenance Use: Equipment and construction supplies
- Activity Use: Tennis, pickle ball
- Clubs/Activities: Tennis, pickle ball
- Storage Use: Five sheds: 1)Tennis/pickle ball, 2) Christian
 o Women, 3), 4) and 5) Maintenance, paint/combustibles
- Three dumpsters

b. Landscaping:

- Maintenance Use: Trees, shrubs, grass

c. Park and Green Spaces (Numbered 1 - 32)

- Architectural Use: Open

d. Horseshoes, Batting Cage, Golf Cage

- Architectural Use: Open with horseshoes shed
- Activity Use: Horseshoes, golf, softball
- Clubs/Activities: Horseshoes, golf, softball
- Storage Use: Horseshoes, softball supplies

e. Putting Green

- Architectural Use: Open
- Activity Use: Putting

f. Bocce Ball Court:

- Architectural Use: Open
- Activity Use: Bocce Ball
- Clubs/Activities: Bocce Ball

g. Gardening Area

- Architectural Use: Open (Gardening plots)
- Activity Use: Homeowner recreation

h. East Gate:

- Architectural Use: Open
- Maintenance Use: Park access for homeowners only

i. South Gate:

- Architectural Use: Open
- Maintenance Use: Park access for homeowners, guests, deliveries, vendors

C. Transportation

1. Road System
2. Curbs and Gutter System
3. Parking Stalls

D. Security/Safety

1. Gate Systems: auto-mechanical
2. Fencing: Masonry walls
3. Park Patrol Program
4. Speed-monitoring device, traffic signs and paint markings
5. Safety

E. Utilities

1. Garbage Collection: Outside contractor
2. Electrical: Provided by SRP
3. Propane: Outside contractor
4. Re-Cycling: Outside contractor
5. Telephones,
6. High Speed Internet:
 - a. Wi-Fi
 - b. Cable - Dish
 - c. DSL - Four Pair
7. Cable TV
8. Water
9. Sewer

F. Conclusion:

Section A: Data will be updated annually by P & D

Section B: P & D will develop a space plan for the park

Section C: Streets Committee will develop a five-Year Plan and submit to P & D annually

Section D: P & D will work with and enhance the Park Patrol Program and monitor safety issues.

Section E: P&D will complete collecting data and drawings

Section F: P & D Summary - Report Each Year

G. Reports and Studies:

House-Keeping note: These items were inserted where applicable, above.

- Architectural Use: Open with horseshoes shed
- Income-producing Use
- Maintenance Use
- Activity
- Clubs/Activities
- Storage Use: