

## **BUILDINGS AND EQUIPMENT MASTER PLAN FY 2008-2012**

**I. General.** The Association has 71 buildings providing over 101,000 square feet. This does not include The Woods Center which will add approximately 6,600 square feet. Buildings also involve maintenance, repair and replacement of over 340 items of installed equipment. These items are accounted for by location, serial number, model number, date of acquisition/installation, estimated replacement cost, and projected replacement date

### **II. Buildings.**

**A. Holcomb Building.** An expansion is planned for the Holcomb Building after the LOWA lot now occupied by the Rescue Service becomes available. The expansion will improve personnel operating space, enlarge and improve security of on-site storage, and allow combining various administrative functions to benefit residents.

**B. Maintenance Buildings.** Some of the maintenance buildings are identified in the Reserve Study as overdue for major repairs or replacement. The proposed Phase II Implementation Plan of the Land Use Update Study should consider that several maintenance buildings are badly in need of renovation or replacement but and evaluate whether buildings are better replaced on site or located elsewhere within LOW.

**C. Clubhouse.** Major renovations of the clubhouse are continuing and are discussed elsewhere in the plan.

### **III. Equipment.**

**A. Record Keeping.** The Maintenance Department maintains a complete inventory for over 100 pieces of equipment. This equipment consists of motor vehicles, engineer construction equipment, attachments, grounds maintenance equipment, and special equipment. All equipment is accounted for by its M#, serial number, model number, date of acquisition/installation, estimated replacement cost, and projected replacement date. The Equipment repair shop also maintains detailed records of scheduled maintenance, service completed, repairs made and the cost and time involved.

**B. Replacement.** Records keeping allows timely planning for replacement based on condition of equipment and its maintenance record. It provides a rationale for modifying periodic reserve studies and determining commitment to and adequacy of the Replacement Reserve. The Superintendent explores alternative sources of replacement equipment and conducts a cost/benefit analysis of the alternatives before making procurement.

**IV. Capital Replacement Schedule.** Funding projections for the Capital Replacement Schedule are shown on the following spreadsheet.