

Website Ad Hoc Committee Phases

Phase 1 – Discovery and Assessment

- A. Gather feedback from residents, management, and the Board regarding website needs and priorities.
- B. Review the current website, including content organization, functionality, ease of use, and accessibility.
- C. Evaluate comparable district, HOA, and community websites to identify best practices and desired features.

Phase 2 – Evaluation and Recommendations

- D. Develop a prioritized list of desired website features for residents and management.
- E. Assess opportunities to improve the existing website, including functionality, cost, implementation timeline, and ADA compliance requirements.
- F. Present recommendations to the Board regarding enhancements to the existing website.

Phase 3 – Alternative Solutions (if needed)

- G. If improvements to the existing website are not feasible or cost-effective, evaluate replacement options.
- H. Develop recommendations regarding procurement, implementation considerations, data migration requirements, anticipated challenges, and estimated costs associated with a new website platform.

Phase 4 – Implementation Support

- I. Recommend strategies for educating residents regarding new website features and access to District information.
- J. Provide periodic updates and a final report with findings and recommendations to the Board.
- K. Respond to requests and direction from the Board and District Management.