

**Approved May 18, 2021**  
**WESTBROOK VILLAGE ASSOCIATION**  
**LONG RANGE PLANNING COMMITTEE**  
**April 20, 2021**

**PRESENT:** Sil Maiorana, Jon Pardoll, Bob White, Jim McKenna, Gary Harmann  
(Members)  
**ABSENT:** Amy Miller (Member)  
**HOMEOWNERS**  
**IN ATTENDANCE:** Twelve (12)

**HOMEOWNER AND MEMBER COMMENTS**

Homeowners in attendance are given the opportunity to address concerns and ask questions of the Committee and Management. These comments are not made a part of the Minutes.

**CALL TO ORDER**

Sil Maiorana, Chair, called the Meeting to order at 12:00 p.m.

There is a quorum with five members present. There are currently three openings on the Committee. This will be discussed later in the meeting.

**MINUTES – March 16, 2021**

***MOTION by Mr. Pardoll, second by Mr. Harmann, to approve the Minutes from March 16, 2021 as presented. Carried by unanimous vote of the members in attendance.***

**OLD BUSINESS**

**Structural/Space Utilization/Vistas Pool Update:** Mr. Maiorana reported the Vistas Pool has a likely possibility of being on the Docket in 2022. He further reported there has been quite a bit of time spent on space utilization/structural. Mr. White stated this has been moved out of Long-Range Planning, over to Administration, and he has no current update. The SOW includes five recommended firms to receive the Space Assessment RFP. It is not the intent to have them submit a Design Plan. Mr. Pardoll provided information on what the Long-Range Planning Committee has been working on. Discussion followed with regard to possible expansion of the facilities and the needs of the clubs. This is information that will be passed on to the space utilization firms that are selected. Mr. Maiorana questioned the need to include specifics on the SOW that would outline exactly what is being asked of the firms who receive RFPs. He further suggested a new survey is needed since things have changed significantly since 2017 when the last survey was done. Mr. Maiorana will meet with Ms. Jones to get the RFPs moving forward and getting bids. Mr. Harmann suggested when the Space Assessment RFP goes out, they should include a set of drawings (Admin has the drawings). The Committee will determine what other documentation will be sent with the RFP. There are no plans for a Structural Engineering RFP at this time.

There was a brief discussion on how future projects will be funded.

Mr. Harmann and Mr. White will work on the Space Assessment SOW to get it ready to go out for bids. They will determine what additional documents should go out with the RFP.

**Committee Member Vacancy:** There are three vacancies with five applications having been received. Interviews will be conducted in person and will be scheduled for Wednesday, April 21, 2021, 10:00 a.m.

**Aging in Place Update:** No Update Available – Subcommittee has not met due to COVID.

**Abacus Data Report:** Reports for February 22 through March 28, 2021 were included in the Committee Packet.

### **Old Business Items for Future Agendas**

- Electronic/Neighborhood Survey
- Realtor Forum
- Off-Site Visits

### **NEW BUSINESS**

**LRP Document Discussion:** This document was approved by the Board in July 2019 with the intent it would be reviewed and updated as needed, however it was not updated due to COVID. Mr. Maiorana stated he read the document when it was approved, and he has reviewed it a couple of times recently. He feels some of the items in the plan are ambitious but would require an increase in staff and many more committee meetings.

**Realtor Meeting:** Mr. Maiorana would like to have a meeting with WVA residents who are realtors to get their input. It was stated this had been discussed previously and turned over to Administration to arrange, but the issue died. Mr. Maiorana will schedule a meeting of the realtors in the Village.

**Resident Survey:** A new survey will be developed. Committee Members were asked to bring their ideas for questions to the next meeting. The Association now has access to on-line survey capability.

### **FOR THE GOOD OF THE ORDER**

Mr. Stough read a prepared statement addressing the Amendment Initiative and the loss of income as a result of not getting this approved.

Mr. Pardoll addressed the potential for a water shortage that could cause a reduction in the normal flows of water to farmland. He does not feel the shortage will be such that greenery in WVA will have to be removed in the near future, but it could happen at some point. WVA does have a plan in place in the event water shortage becomes a reality.

**Next Meeting** – Tuesday, May 18, 2021 – 9:00 a.m., Lakes Ballroom

There being no further business to come before the Committee, the meeting was adjourned at 2:00 p.m.

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Respectfully submitted,  
Jody Brown, Recording Secretary  
**MINUTES & MORE**