

Approved January 18, 2022
WESTBROOK VILLAGE ASSOCIATION
LONG RANGE PLANNING COMMITTEE
December 21, 2021

PRESENT: Jon Pardoll, Bob White, Joy Groves, Jim McKenna, Sil Maiorana, Lynette Jones, Gary Harmann

ABSENT:

HOMEOWNERS: Five Homeowners in attendance

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 9:00 a.m.

There was a quorum with all members in attendance.

MINUTES – November 16, 2021

MOTION by Mr. Pardoll, second by Mr. White, to approve the Minutes of the November meeting as presented. Carried unanimously.

UNFINISHED BUSINESS

Space Planner: Jose Martinez and his team have been working on this process. Mr. White reported on a meeting that was held on December 3, 2021. Several options have been discussed by Mr. Martinez and his team, but it will be up to the Committee to develop a plan and a recommendation to go to the Board. As part of space planning the data collected from the Realtor's forum will be considered as will the results of the Survey. It was suggested that Mr. Martinez be invited to attend the next Long Range Planning Committee meeting. There will be another Ad Hoc Committee meeting prior to that time.

Mr. Maiorana stated that financially, he anticipates there will be \$3 million available over the next five years.

LRP Survey Update: 315 Surveys have been received along with several pages of comments that include suggestions for projects. The results, including the comments, are included in the Committee packet for review and discussion.

Committee Members will prepare a list of projects they want to see addressed. Once these are submitted Mr. Maiorana will put together a list of the suggested projects and the Committee Members will score them to determine priority.

Mr. Maiorana submitted a summary of the Project Listing Process and how the projects will be ranked. Because of the detail in this process, it will be included on the Agenda for the next meeting. The document will be included in the Committee Packet for review and discussion at that time.

UNFINISHED BUSINESS

LRP Survey Update: Mr. Maiorana provided a brief review of the survey results received so far. These results have been summarized and were included in the Committee Packet for review and discussion. The deadline for submitting surveys is December 31, 2021, however that deadline can be extended if deemed necessary.

It was discussed that there are several mentions of a dog park in the surveys that have been submitted. Committee Members were asked to come up with fifteen project suggestions for review and discussion. These suggestions will be compiled and the top ten will be scored.

Ms. Groves will write a letter and forward it to Ms. Jones who will then forward it to the Club Presidents. The Club Presidents will be asked to reach out to their Club Members for their input. Ms. K. Jones pointed out that this function should go through the Recreation Committee as it falls outside the jurisdiction of the Long-Range Planning Committee.

It was pointed out that neither the common areas of Westbrook Village nor the needs of the Administration Building have been mentioned in the survey.

NEW BUSINESS

Long Range Planning Committee Competitive Analysis Project: Ms. L. Jones will continue to compile data and will prepare a report for review and discussion by the Committee.

Update to Significant Events Subsequent to 2019: Mr. White did not have time to complete this; he will meet with Ms. Jones. Committee Members were asked to provide Mr. White with updates on significant events. He will then work with Ms. Jones to finalize the list.

The goal of the Committee is to develop a list of the top priority projects for the next seven years. This list would be reviewed and updated annually.

FOR THE GOOD OF THE ORDER

Next Meeting – Tuesday, January 18, 2022 - 9:00 a.m., FALC

There being no further business to come before the Committee, the meeting was adjourned at 10:58 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE