

HOT SPRINGS VILLAGE PROPERTY OWNERS' ASSOCIATION  
AD HOC COMPREHENSIVE MASTER PLAN STEERING COMMITTEE  
2:00 P.M., WED., DECEMBER 13, 2017 (UNAPPROVED MINUTES)  
ROOM A, PONCE DE LEON CENTER

A meeting of the Hot Springs Village Property Owners' Association's Ad Hoc Comprehensive Master Plan Steering Committee was held at 2:00 p.m., Wednesday, Dec. 13, 2017 at Room A of the Ponce de Leon Center.

**Attendance:** Committee members present included Stephanie Heffer, Lesley Nalley, John Weidert, Paul Phillips, Tom Weiss, Kate Chagnon, Clara Nicolosi, Liz Mathis, Cheryl Dunson, Linda Mayhood, Jason Miller, Ricky Middleton, Bill Staggs, Jason Temple, Keith Keck, Michael Dollar, and Brandon Tedder.

**Call to order:** Chair Stephanie Heffer called the meeting to order at 2 p.m.

**Approval of November 14, 2017 minutes:** A motion to approve the minutes was made by John Weidert, seconded by Lesley Nalley and approved by all.

**Approval of agenda:** Stephanie Heffer asked the group for any changes/corrections for the Dec. 13 meeting agenda; hearing none, the agenda stood as presented.

**Charrette draft notes review and debrief:** Stephanie Heffer discussed the draft notes that emanated from the charrette's subcommittee meetings, which have already been sent to subcommittee members. Everyone was asked to get back together with their subcommittees and to review the draft notes, looking for any errors and/or omissions. A gap analysis of charrette activities should also be conducted by subcommittee members in order to identify any gaps in the stakeholder touchpoints, topics addressed, etc. All committee members were asked to please send their feedback to the draft notes, along with gap analysis feedback, to Stephanie Heffer by Friday, Dec. 22.

Liz Mathis noted that the draft committee notes she received were unclear on some points (with information in more of a bullet point format rather than explained fully) and asked if more explanation would be added to the draft notes by the project team. Stephanie Heffer answered this question stating that any points which are unclear should be clarified by subcommittee members during their review, with the changes being sent to Stephanie by Friday, Dec. 22.

John Weidert stated that some people who attended the charrette's open house on Saturday, Dec. 4, approached the engagement opportunity with questions and/or a skeptical perspective that shifted to a more positive, informed perspective following their engagement with the members of the project team and the CMP Steering Committee that were present at the open house. Stephane Heffer agreed and stated that people who attended only the presentations may have been disappointed by the quality of the presentation (sound, visuals, public speaking, etc.), while people who engaged with the project team (asked questions, discussed ideas, stated concerns) tended to be more satisfied with the charrette activities.

**Post-charrette newsletter:** A post-charrette newsletter, similar to the pre-charrette newsletter in format, will be distributed to all property owners in mid-January. This document will report on the findings and strategies resulting from the charrette.

**Communication plan – small group presentations:** The group discussed the idea of making presentations about the comprehensive master plan to small groups, such as churches, clubs and organizations etc. Keith Keck and Linda Mayhood both agreed that this would be a good idea. Stephanie Heffer stated that she would streamline a PowerPoint presentation to 5-10 slides (rather than the much longer presentations given during the charrette) for use when presenting to small groups. Committee members who are part of small groups and willing to present to them were asked to please send that information to Stephanie Heffer, and Linda Mayhood stated that Ella Scotty may be able to assist in coordinating these presentations. The group discussed the best time to make presentations to small groups and decided that beginning in February, following the distribution of a post-charrette newsletter and also following additional meetings with the project team that are planned, would be ideal.

**Connecting with commercial property owners and renters:** The group discussed the challenges faced when connecting with commercial property owners and renters, and the need to better understand the impact of development on these two groups. This will be addressed in the GAP analysis.

**Rumors:** Many of the questions posed at the charrette's closing presentation last week (submitted via notecard) will be answered and released to the public in tomorrow's CMP e-blast. The Question/Answer document will be distributed later this week to the committee. The group discussed property maintenance issues, which were the topic of one of the questions. These issues highlight some of the POA's current weaknesses when it comes to zoning and code enforcement. The idea of churches possibly helping via a community outreach program was discussed, and some churches are already helping some of their elderly or infirm members with maintenance tasks such as lawn work. The group also discussed crime rates, which Ricky Middleton stated are extremely low in Hot Springs Village as compared with state or national rates. There is an assumption present in some questions posed during the charrette that denser development would lead to higher crime rates. However, the concepts that have been suggested by the project team actually would include larger windows, would be closer together and closer to the road, and would lead to less risk of crime than some of the current homes which might be located remotely with only one or two houses currently on a street (more isolated).

**Deliverables/timeline review:** Task 1 deliverables were reviewed by the committee. All elements noted on the report have been received and work completed to expectations.

**Action items:** Current action items are for subcommittees to review draft notes forwarded to them and to identify errors or omissions and send those to Stephanie; to conduct gap analysis on charrette activities and send any identified gaps to Stephanie; to compile a list of tough questions posed by property owners which need clear, defined answers; to note any small groups which committee members may be able to speak to regarding the CMP and send those to Stephanie; and to deliver presentations on CMP to clubs and organizations.

**Date and location for next meeting:** The next meeting date and location will be announced as soon as it is confirmed.

The meeting was adjourned at 3:05 p.m.