

HOT SPRINGS VILLAGE PROPERTY OWNERS' ASSOCIATION  
AD HOC COMPREHENSIVE MASTER PLAN STEERING COMMITTEE  
9:00 A.M., MON., OCTOBER 2, 2017 (UNAPPROVED MINUTES)  
OUACHITA BUILDING, PONCE DE LEON CENTER

A regular meeting of the Hot Springs Village Property Owners' Association's Ad Hoc Comprehensive Master Plan Steering Committee was held at 9:00 a.m., Monday, October 2, 2017 at the Ouachita Building of the Ponce de Leon Center.

**Attendance:** Committee members present included Lesley Nalley, Linda Mayhood, Stephanie Heffer, John Weidert, Liz Mathis, Kate Chagnon, John Froning, Michael Dollar, Bill Staggs, Stacy Hoover, Keith Keck, Brandon Tedder, Paul Phillips, Kathleen Kinney, and Kevin Sexton. Approximately 12 people were in the audience.

**Call to order:** Chair Stephanie Heffer called the meeting to order at 9 a.m.

**Introductions:** Committee member and Chairman of HSVPOA Board of Directors John Weidert provided opening comments, stating that the most important project that the HSVPOA Board of Directors has initiated this year is the Comprehensive Master Plan. Weidert said that although he will be leaving the Board of Directors in early 2018, he will continue serving on the Ad Hoc Comprehensive Master Plan Steering Committee through its appointed end date of December 31, 2018.

Chair Stephanie Heffer commented on the transparent and inclusive nature of all communications regarding the work of this committee and the Comprehensive Master Plan itself. All committee discussions will take place during open meetings. Committee members will not conduct committee business via email.

Present members introduced themselves and provided information about their backgrounds and current affiliations.

**Secretary Election:** Chair Stephanie Heffer invited committee members to volunteer to serve as Secretary; Kate Chagnon volunteered and was chosen by the committee to serve in this role.

**Review of Steering Committee Charter:** Chair Stephanie Heffer reviewed the Ad Hoc Comprehensive Master Plan Steering Committee Charter and read aloud the committee member duties and responsibilities. The Ad Hoc Comprehensive Master Plan Steering Committee will work as a group within public committee meetings, and individual members will not discuss committee activities outside of meetings. Committee members did not have any questions regarding this.

**Review of Comprehensive Master Plan RFP:** Chair Stephanie Heffer reviewed the project description and desired outcomes of the Comprehensive Master Plan Request for Proposals (RFP). The group discussed the nature of infill (which is the rededication of land to new construction) and other desired outcomes. Committee member Stacy Hoover asked how current zoning policies would be addressed in the Comprehensive Master Plan, and Lesley Nalley answered that Crafton Tull and DPZ have extensive experience working with communities similar to Hot Springs Village to amend zoning policies as needed to fit the community's Comprehensive Master Plan. Stacy Hoover also asked how current projects, such as the outdoor pool and pickleball facility, will be addressed by the Comprehensive Master Plan. Lesley Nalley answered that because those two projects are already in progress, they will continue to move

forward as planned. The Comprehensive Master Plan may include content related to any future growth or expansion of these projects, in accordance with other plan contents. Linda Mayhood asked how non-resident property owner input would be solicited and incorporated in the Comprehensive Master Plan. The group discussed the need for gaining email addresses from non-resident property owners and also the need for sending paper newsletters pre- and post-charrette, as suggested by Crafton Tull & DPZ.

**Discussion of Crafton Tull & DPZ proposal:** The proposal from Crafton Tull & DPZ to create a Comprehensive Master Plan for Hot Springs Village was reviewed by the group; this proposal was made to the Board of Directors in early September during budget meetings, and the PowerPoint slides were distributed to property owners via the Village Digest e-newsletter. Crafton Tull and DPZ have worked all over the United States and abroad. Examples of their work in community planning may be found in Maumelle, AR; Conway, AR (the Village at Hendrix); and Seaside, FL.

A timeline for the Comprehensive Master Plan process was laid out, including a public charrette (intensive period of stakeholder input and review) on November 27 - December 6, 2017, a plan proposal to be presented by Crafton Tull & DPZ in late February 2018, and a vote by the HSVPOA Board of Directors to adopt the plan in March 2018. The implementation of the plan will occur over the next 25 years.

**Subcommittees:** Chair Stephanie Heffer named 8 subcommittees and their members. Subcommittee members are encouraged to reach out to appropriate community leaders and stakeholders as “touch points” and to gather input from them for a series of taskforce meetings with the Crafton Tull & DPZ project team.

**Discussion of “9 Village” approach:** Most committee members stated their preference for the term “neighborhoods” when referring to the 9 distinct areas of Hot Springs Village that have been identified.

**Action items:** Secretary Kate Chagnon will create a spreadsheet of action items which will be updated at each meeting with the task and person to whom the task is assigned.

**Date and location for next meeting:** The next meeting will be held on Thursday, October 26, at 2:00 p.m. The location is TBD and will be announced when finalized.

**Questions from audience:** Two questions were posed by audience members. First, a property owner asked if Hot Springs Village sees the growth that is sought, how will streets and traffic flow accommodate this growth? Lesley Nalley answered that this is part of the analysis to be conducted by Crafton Tull & DPZ and will be reflected in the resulting Comprehensive Master Plan. Also, one of the subcommittees of the Ad Hoc Comprehensive Master Plan Steering Committee is dedicated to streets and transportation issues. Second, a property owner asked if other infrastructure will be addressed by the Comprehensive Master Plan. Bill Staggs and Lesley Nalley both provided answers to affirm that yes, infrastructure analysis is already being conducted by staff and will be part of the Comprehensive Master Plan. Finally, a property owner made the statement that the word for the 9 distinct areas that have been defined in Hot Springs Village should be “communities” rather than “neighborhoods.”

The meeting was adjourned at 10:30 a.m.