

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, JANUARY 17, 2008 AT 4 PM IN BUILDING A CONFERENCE ROOM.

PARTICIPANTS:	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Tammy Rosario	Tom Fitzpatrick	Rich Krapf
	Melissa Brown	Tony Obadal	Bob Keith
	Leanne Reidenbach	Reese Peck	Bill Spaller
	Christy Parrish	Vaughn Poller	Charlotte Hubbard Jones
	Renee Dallman	Shereen Hughes	
	Terry Costello	Susan Sullivan-Tubach	
	Jess Mackow	Burt Bailer	<u>Other Participants</u>
			Jeff Barra
			Lisa Curry

- ◆ Mr. Poller opened the meeting with a request to approve the minutes from the previous meeting. Ms Hughes and Mr. Fitzpatrick had one correction each. Ms. Hughes made a motion to approve the minutes with a second from Mr. Obadal. In a unanimous voice vote, the minutes were approved.
- ◆ Ms. Rosario introduced Mr. Jeff Barra who was involved in the last three Comp plan updates. She also introduced Ms. Lisa Curry who was on the CPT team in 2003 and on the Steering Committee in 2003.
- ◆ Mr. Barra spoke on his views of the CPT and elaborated on some of his experiences.
- ◆ Ms. Curry spoke about the listening stations and her experiences with the Community Conversation meetings.
- ◆ Mr. Barra also mentioned how he felt it was important to consider the views of younger citizens such as middle or high school ages.
- ◆ Ms. Hughes asked if there were any problem areas and if they could elaborate on what was successful and what was not so successful.
- ◆ Ms. Curry felt the listening stations were a great tool in getting ideas from people and that they offered opportunities for those who could not attend the Community Conversation meetings.
- ◆ Mr. Barra also felt the listening stations were effective and that it was important to always have handout and contact information. He also stated that the Rec Center seemed to have a high concentration of citizens that would contribute suggestions.
- ◆ Mr. Poller asked if there was one thing that either one of them learned that they did not know before the process began.
- ◆ Ms. Curry stated she learned about the County in general and that she felt connected and informed at the end of the process.
- ◆ Mr. Obadal asked how the subject matter evolved for the meetings.
- ◆ Mr. Barra answered that 60-70% of the topics were generated by the CPT.
- ◆ Mr. Obadal asked if the CPT meetings were open to the general public.
- ◆ Mr. Barra stated yes but that they were not well attended. He said that the larger meetings such as the Community Conversation meetings were better attended by

the public. He also said it was important to keep the meetings manageable.

- ◆ Ms. Hughes asked how did they previous CPT handle the larger meetings.
- ◆ Mr. Barra answered that they broke up into smaller groups and these groups were led by facilitators who was trained by the County.
- ◆ Mr. Fitzpatrick asked if there were any college students involved.
- ◆ Mr. Barra stated yes and there were also some high school students involved.
- ◆ Mr. Poller asked what would have been helpful starting out.
- ◆ Ms. Curry said she found herself listening more to citizens and their concerns.
- ◆ Mr. Obadal asked how did the committee handle repeaters at the meeting.
- ◆ Ms. Curry stated that all speakers had a time limit. She also said there are always going to be certain individuals who will speak on certain subjects.
- ◆ Mr. Barra stated that it was important to remember that there are limited windows to work in. He said because everything was in written format, citizens tended to summarize their ideas without much effort.
- ◆ Ms. Rosario asked how they brought in those individuals who normally are not involved.
- ◆ Mr. Barra felt that the strongest avenues were the Virginia Gazette and TV48. He stated the Virginia Gazette gave the Committee ample coverage and ample editorial space.
- ◆ Mr. Poller asked how to get people involved.
- ◆ Ms. Curry stated the listening posts were very effective.
- ◆ Ms. Rosario stated that there was a raffle at the second round of Community Conversation meetings.
- ◆ Mr. Barra stated that the meetings should be light and entertaining if possible.
- ◆ Mr. Fitzpatrick asked when the results of the surveys would be available.
- ◆ Ms. Rosario stated she hoped it would be next month. She stated that the ICMA should serve as a benchmark against other localities.
- ◆ Ms. Reidenbach gave an update on the website. She took all suggestions and made the necessary changes. She stated that JCC 102 will be held on 1/24/08, and that it was advertised in the Virginia Gazette, a press release was sent out to the distribution list, listed in monthly newsletters, some HOA distributions, crawls on Channel 48, website, and mentioned at the Planning Commission and Board of Supervisors' meetings.
- ◆ Ms. Hughes asked how the committee was to accommodate a large attendance at the 1/24/08 JCC 102 meeting.
- ◆ Ms. Reidenbach stated it was hard to judge but that it was suggested in the literature being distributed that citizens register with Neighborhood Connections.
- ◆ Ms. Rosario stated that they based the numbers on past experience.
- ◆ Ms. Rosario gave a preview of the presentation for JCC 102.
- ◆ Mr. Reese Peck asked how the Leadership Academy fit into the JCC 102.
- ◆ Mr. Poller explained that JCC 102 was handled by Neighborhood Connections.
- ◆ Ms. Rosario went through the itinerary for the JCC 102 presentation.
- ◆ Ms. Hughes suggested introducing Mr. Fraley at the presentation as the Planning Commission liaison.
- ◆ Ms. Rosario stated that she will be revising it during the week and welcomes any

other suggestions. She will also be working with Real Estate and Mapping on the visual part of the presentation. Ms. Rosario also stated Ms. Renee Dallman will be coordinating their video needs.

- ◆ Ms. Hughes suggested condensing speaker time to one hour.
- ◆ Ms. Sullivan-Tubach suggested having citizens writing down questions ahead of time and then speakers provide answers. She suggested having cards available during the presentation and then have a staff member collect them.
- ◆ Mr. Poller asked if the purpose of JCC 102 was to give information or to collect ideas.
- ◆ Ms. Rosario stated the purpose was to educate citizens on the Comp Plan process.
- ◆ Ms. Hughes stated that the subsequent meetings would be more on the format of gathering information and ideas.
- ◆ Ms. Sullivan-Tubach stated that citizen feedback should be for clarification purposes only.
- ◆ Ms. Rosario stated that more specific questions or comments should be left in the comment box.
- ◆ Ms. Hughes suggested to state at the beginning of the presentation what the intent is, and how citizens could participate as far as leaving feedback.
- ◆ Ms. Rosario went through the presentation.
- ◆ Several suggestions were made as to improving the presentation and its effects.
- ◆ Ms. Rosario stated that there would be maps around the room to assist citizens with geographical information.
- ◆ Ms. Hughes suggested tying the zoning districts with the land uses. She also suggested showing examples of revitalization projects, example of what is in the Character Coordinators, list examples of trails, etc.
- ◆ Mr. Poller suggested showing an example of a public-private partnership such as WISC.
- ◆ Mr. Peck suggested also showing other areas such as vacant commercial areas, etc.
- ◆ Mr. Obadal stated it was important to emphasize that this presentation shows the Comprehensive Plan update is an opportunity for citizens to participate, and not the Count asking citizens for something.
- ◆ Ms. Rosario stated that her goal was to pinpoint dates for the first round of Community Conversation meetings.
- ◆ There being no further business the meeting was adjourned at 5:35 p.m.
- ◆ Mr. Fitzpatrick made a motion to adjourn the meeting with a second from Mr. Obadal.