

## MEMORANDUM

**DATE:** February 28, 2008

**TO:** Members of the Community Participation Team (CPT)

Tom Fitzpatrick	Charlotte Hubbard Jones	Bob Keith
Rich Krapf	Tony Obadal	Reece Peck
Vaughn Poller	Bill Spaller	Susan Sullivan-Tubach
Marilyn Taylor		

**FROM:** Melissa Brown, Deputy Zoning Administrator  
Christy Parrish, Proffer Administrator

**SUBJECT:** Community Participation Team Meeting - February 28, 2008

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Please find attached the materials for the next Community Participation Team meeting scheduled for Thursday, **February 28<sup>th</sup> at 4:00 p.m.** These include the minutes from the February 14<sup>th</sup> meeting and the agenda for the February 28<sup>th</sup> meeting.

This meeting will begin with a weekly overview of our communications outreach program. Then we will review the location and design of the listening stations. Finally, Renee Dallman will be presenting Communications Training in preparation for the scheduled Speaker's Bureau events.

We look forward to seeing you then!

Attachments:

- Meeting Minutes - February 14, 2008
- Meeting Agenda - February 28, 2008