

MEMORANDUM

DATE: February 5, 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 7, 2008

Please find attached the materials for the next Community Participation Team meeting scheduled for Thursday, **February 7th at 4:00 p.m.** These include the minutes from the January 31st meeting, agenda for the February 7th meeting and the JCC 102 PowerPoint presentation.

There are several old business items that will be addressed at this meeting. Staff will update the committee on the communications progress and address questions raised at the last meeting concerning the budget. We will also "fine tune" the pamphlet design and mailer and update the volunteer and volunteer teams for the Speakers' Bureau.

As for new business, we will be discussing design concepts and locations of the Listening Stations and incorporating the committee's changes to the JCC 102 presentation. Finally, we will be discussing the idea of CPT sub-committees. As the Community Conversations draw near, groups may wish to express views and concerns regionally (i.e. workforce housing). Please be thinking of ideas how to streamline this process so that their concerns and ideas may be presented to the Steering Committee more effectively.

Please note that at the beginning of the meeting, staff will be taking an updated group photo. We will also be taking individuals photos of new members for the website.

Also, please remember to return your name badge if you took it home. We will be using these name badges throughout this process.

We look forward to seeing you then!

Attachments:

- Meeting Minutes - January 31, 2008
- Meeting Agenda - February 7, 2008
- JCC 102 PowerPoint Presentation