

**MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON TUESDAY DECEMBER 11, 2007 AT 3 PM IN THE BUILDING A CONFERENCE ROOM**

<b>PARTICIPANTS:</b>	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Don Davis	Tom Fitzpatrick	Tony Obadal
	Tammy Rosario	Bob Keith	
	Leanne Reidenbach	Rich Krapf	
	Terry Costello	Bill Spaller	
	Jess Mackow	Shereen Hughes	
	Gene Canova	Susan Sullivan-Tubach	
	Renee Dallman	Charlotte Hubbard Jones	
	Jody Puckett	Vaughn Poller	
	Tressell Carter		

- ◆ Mr. Don Davis opened the meeting at 3:00 p.m. Ms. Hughes asked that the election of a chairperson be postponed since Mr. Obadal was not present. The committee agreed.
- ◆ Ms. Hughes requested that the time allotted for meetings be extended to 1 ½ hours if need be. The committee agreed.
- ◆ Ms. Hughes stated that the Planning Commission will be reviewing the applications for another member to be selected.
- ◆ After a brief discussion on meeting dates and times a motion was made by Bob Keith to change the meetings to Thursdays at 4 p.m., starting in 2008. Bill Spaller seconded the motion and it was unanimously approved.
- ◆ Ms. Rosario introduced Ms. Jody Puckett, the Communications Director for the County.
- ◆ Ms. Rosario gave an overview of the last comprehensive plan update and referred to the attachment on results of the 2003 citizen outreach efforts. In making the linkage to the 2008 efforts, she also mentioned that the results of the two surveys taken should be available in January.
- ◆ Mr. Rosario then discussed the media event. Staff is now in the process of preparing a media packet on CD-ROM and making more personalized outreach to media staff. Staff's plan is to get information on the website with a beta version for the committee to review over the holidays.
- ◆ Ms. Rosario introduced Tressell Carter, who is the Director of Neighborhood Connections.
- ◆ Ms. Carter discussed Neighborhood Connections' role in the process. She stated that there will be a citizen informative-type class called "JCC 102" that will educate citizens on the Comprehensive Plan and their role in the update. The date for this class is January 24, 2008. This is an extension of "JCC 101"
- ◆ Mr. Fitzpatrick then questioned the purpose of JCC 101.
- ◆ Ms. Carter explained the classes, what they entailed and how they are intended to inform citizens of services and benefits in the County.
- ◆ Ms. Jones asked how many people they hope would attend these.
- ◆ Ms. Carter stated that they were hoping to attract 60-65 for each session, and the goal was to reach segments of the community that are not normally involved.

- ◆ Ms. Rosario summarized in that the overall picture was to work in partnership with Neighborhood Connections for the educational portion, along with the kick off event, and then have subsequent opportunities for email, write in cards, and the telephone hotline.
- ◆ Mr. Krapf asked if the Community Conversations would be televised, and if so, if there be a chance for call-ins.
- ◆ Ms. Rosario stated that at the very least, they will be taped and televised due to technical limitations for live versions. She also suggested that the committee might want to pursue options to make it more interactive.
- ◆ Mr. Davis agreed and stated it would be a good idea for those who are home bound.
- ◆ Ms. Sullivan-Tubach stated that the schools have a call-in show on day a month on a local radio station. She suggested it might be something for the committee to look into.
- ◆ Ms. Rosario stated that staff will be discussing these options with the Communications Division. She asked what information should be included in the JCC 102 classes.
- ◆ Mr. Poller suggested including basic information on the Comprehensive Plan and why we are updating it, explaining the differences between the Comprehensive Plan and the Zoning Ordinance, and showing how the comprehensive plan affects the future plans of the County.
- ◆ Mr. Poller also suggested good visuals for the website, possibly using Google maps to show citizens how the County is interconnected. He felt this might initiate citizen involvement.
- ◆ Ms. Carter emphasized that Neighborhood Connections' focus will be supporting the Comprehensive Plan efforts as they have 120 connected neighborhoods at this time.
- ◆ Mr. Krapf suggested information concerning the Comprehensive Plan may be able to be mailed with other County mailings such as water/sewer bills, real estate bills, etc.
- ◆ Mr. Fitzpatrick asked if the Community Conversation dates were to be set.
- ◆ Mr. Davis stated that these dates might be delayed in response to new members coming on the Planning Commission and Board of Supervisors.
- ◆ Ms. Reidenbach distributed a sheet of logos for the committee to choose. A motion was made by Mr. Poller to approve the one with the arrows surrounding the County logo, with a second from Mr. Spaller. The committee unanimously approved.
- ◆ Ms. Reidenbach then requested feedback from the committee members on the media outlets to use.
- ◆ Mr. Fitzpatrick suggested high school newspapers and college publications.
- ◆ Ms. Hughes suggested PTA newsletters and possibly making short presentations at elementary school PTA meetings.
- ◆ Mr. Keith suggested the Land Conservancy newsletter.
- ◆ Ms. Jones suggested single pamphlets with contact information that people could distribute on an as needed basis.
- ◆ Ms. Sullivan-Tubach suggested business cards with the contact information.
- ◆ Ms. Reidenbach also stated that during the last update the Virginia Gazette guaranteed an article a week.
- ◆ Ms. Hughes felt it was important for members to have something on hand to give out when they may be attending other functions.
- ◆ Mr. Poller suggested bumper stickers.

- ◆ Ms. Reidenbach stated that staff will look into these suggestions and report back.
- ◆ Mr. Davis suggested inviting former CPT and SC members, Dr. Lisa Curry and Mr. Jeff Barra, to speak with members on past experiences. He also stated that Ms. Jones has volunteered to be the first spokesperson on a public service announcement to explain the Comprehensive Plan.
- ◆ Mr. Krapf made a motion to adjourn with a second from Ms. Hughes. The committee unanimously approved the motion.
- ◆ Mr. Davis thanked the committee for attending and closed the meeting.

There being no further business, Mr. Davis adjourned the meeting at approximately 4:01 p.m. The next meeting of the Community Participation Team will be held on Tuesday, December 18, 2007 beginning at 3:00 p.m. in the Building A Conference Room.

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Don Davis, Acting Chairperson