

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, MARCH 27, 2008 AT 4 PM IN BUILDING A CONFERENCE ROOM.

PARTICIPANTS:	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Tammy Rosario	Bob Keith	Charlotte Hubbard Jones
	Melissa Brown	Tom Fitzpatrick	Tony Obadal
	Jason Purse	Vaughn Poller	Reese Peck
	Leanne Reidenbach	Bill Spaller	Marilyn Taylor
	Christy Parrish	Rich Krapf	
	Terry Costello	Susan Sullivan-Tubach	
	Brian Elmore	Joe Sell (proxy Mr. Obadal)	

Planning Commission Representative

Jack Fraley

- ◆ Mr. Fraley spoke concerning the invitation he received from the president of the Economic Development Authority (EDA) to speak at their next meeting in April. Mr. Fraley will be meeting with Mr. Rinaldi, the chairman of the EDA, to discuss the agenda prior to the April meeting.
- ◆ Mr. Keith had two corrections to the minutes, and Ms. Parrish had one. Mr. Krapf made a motion to approve the minutes as amended with a second from Mr. Keith. In a unanimous voice vote, the minutes were approved.
- ◆ Ms. Reidenbach gave a communications update stating that posters and flyers have been printed. Flyers will be sent out in the student's folders in the elementary schools. There will be an article in the Toano-Norge Times. She also stated that starting on April 1, 2008 there will be a short program featuring Mr. Fitzpatrick on TV Channel 48.
- ◆ Mr. Keith made a suggestion on how to improve the flyers. He also made a suggestion on improving the trifold. Ms. Reidenbach stated that changes can be made since they are printed in house.
- ◆ Ms. Sullivan-Tubach suggested adding faith communities to the groups that are targeted as trying to reach. She stated that churches may be more willing to hang the flyers if this were added. She was also asked by one of the schools if the Committee had approval from the School Board for the distribution of flyers and pamphlets. Ms. Reidenbach stated that the Superintendent has given approval although it may not be in writing. She will look into further.
- ◆ Ms. Parrish listed all of the locations that have been identified so far for the listening stations. It was mentioned that the sites should be listed on the website, to include the permanent ones, and maybe updating the temporary stations once a week.
- ◆ Mr. Poller spoke with the Virginia Gazette and an article will be in the paper on Saturday March 29, 2008.
- ◆ Mr. Spaller stated that there will be a presentation given by Mr. Krapf to the homeowners at Governor's Land on April 27, 2008. Ms. Jones, Berkeley District Supervisor, will also be attending. Mr. Krapf requested a couple of listening

stations and slides.

- ◆ Mr. Krapf attended a meeting at the Williamsburg Land Conservancy and discussed the Comprehensive Plan update.
- ◆ Mr. Keith attended meetings at the United Way, Williamsburg Land Conservancy and the League of Women Voters, and left informational material with them. He received approval to place trifolds in mailboxes at Newtown. Mr. Keith also wrote an article for the newsletter for Newtown. He stated that the Extension Office has requested trifolds and flyers.
- ◆ Ms. Sullivan-Tubach brought information to Williamsburg Christian Academy and James River Community Center.
- ◆ Mr. Fraley stated he will be taking information to Walsingham Academy. He also stated that the president of Powhatan Secondary has requested to be included in the Comprehensive Plan update. Ms. Moody has been contacted as the president of the subcommittee for the Homeowner's Association.
- ◆ Ms. Parrish stated that Mallard Hill Homeowner's Association is requesting a speaker on April 15, 2008. Mr. Keith stated he will volunteer if his schedule permits.
- ◆ Ms. Rosario stated that the feedback was good on the questions to be used for the Community Conversation meetings.
- ◆ Ms. Reidenbach talked about the "man on the street" interviews and listed some sample questions for exit interviews for the Community Conversation meetings.
- ◆ Mr. Purse asked that attendees be at the meeting at 6pm.
- ◆ Ms. Parrish said that the shirts for CPT members should be here during the first week of April.
- ◆ Mr. Keith gave staff an email that he would like to send to all Williamsburg Land Conservancy members. Other members stated that once reviewed they would like it to be able to distribute as needed. Ms. Reidenbach stated she will send a universal mailing for all CPT members to use.
- ◆ A discussion was held concerning updating the Planning Commission on the events surrounding the CPT. Mr. Fitzpatrick agreed to give the next report in April.
- ◆ Mr. Krapf stated that it was suggested at the Williamsburg Land Conservancy meeting to change the second round of Community Conversation meetings from August to September. Mr. Poller suggested polling those citizens attending the first round of meetings to obtain a consensus.
- ◆ Mr. Krapf stated it was important to get feedback from those attending the first round. Suggested questions would be:
 1. How you heard about this meeting?
 2. Was it too long, too short?
 3. Would August or September be better for the second round of meetings?
- ◆ Mr. Keith suggested contacting Ms. Hubbard Jones' proxy to ask her to fill in.
- ◆ Mr. Baisley, a citizen attending the meeting, suggested explaining to citizens at these meetings the Dillon Rule and its function in Virginia State Law. He felt like this would be important in the discussions taking place.

- ◆ Mr. Keith made a motion to adjourn with a second from Mr. Sell.
- ◆ There being no further business the meeting was adjourned at 5:30 p.m.

Vaughn Poller
Chairperson