

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, MAY 29, 2008 AT 4 PM IN BUILDING A CONFERENCE ROOM.

PARTICIPANTS:	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Leanne Reidenbach	Bob Keith	Charlotte Hubbard Jones
	Christy Parrish	Tom Fitzpatrick	Tony Obadal
	Jason Purse	Vaughn Poller	Bill Spaller
	Terry Costello	Rich Krapf	Marylin Taylor
	Krista Hailey	Susan Sullivan-Tubach	
	Sarah Probst-Worthley	Reese Peck (via telephone)	
		Joe Sell (proxy Mr. Obadal)	

- ◆ Mr. Poller called the meeting to order. Mr. Sell made a motion to approve the minutes and Mr. Keith seconded the motion. In a unanimous voice vote, the minutes were approved.
- ◆ Ms. Parrish stated that the Mallard Hill Homeowners Association requested a speaker on June 16, 2008 at 7pm. The Williamsburg Association of Realtors also requested a speaker on June 4, 2008 to speak at their General Membership meeting. Anyone interested in speaking please contact her.
- ◆ The Team discussed possible dates in August and September for the second round of Community Conversation meetings. Possible dates that were selected are August 13th, August 19th, September 8th, and September 11th. Possible sites mentioned were Toano Middle School, Jamestown High School, Rec Center, and Berkeley Middle School.
- ◆ Ms. Reidenbach started a discussion comparing the “hot topics” collected from the surveys with the ones suggested from the input received to April 30, including the Community Conversation meetings. Hot topics from the meetings that were reinforced by survey results included population diversity, speed of growth, loss of farmland, water, workforce/affordable housing, bikeways, public transportation, congestions, and open space preservation. Other topics emphasized in the surveys included an entertainment venue for all ages, no further tax increases, fiscal responsibility, and educational issues such as Vo-tech training and AP/IB programs.
- ◆ Questions were raised about how information is presented to the Steering Committee. It was mentioned that it may be important to include information to the Steering Committee on topics that might not merit their own section. Mr. Krapf stated that there will be a CPT Representative on the Steering Committee, therefore information could be presented that the CPT felt important.
- ◆ Ms. Reidenbach led an exercise ranking the hot topics from high to low. (Please see attached sheet for results)
- ◆ During the exercise, the Team discussed hot topics. They opted to re-titled

“business” to “economic climate” and worked to define population diversity and clarify the three growth categories. Mr. Purse explained what has been used in the past. Mr. Keith suggested changing the existing growth category to the “quality of conditions”. The Team agreed that the topics were strongly interrelated, particularly as pertaining to growth, and clarification of the titles may be necessary moving into the second round of Conversations.

- ◆ Ms. Sullivan-Tubach asked whether the hot topic areas could be assigned to specific Comprehensive Plan sections for the discussion. The Team briefly discussed this suggestion and tabled it to the next CPT meeting.
- ◆ Mr. Sell asked about the land use applications. Mr. Purse stated that the applications will be posted online so that citizens can comment and will also be presented during the second round of Conversations. Mr. Poller suggested that the evaluation of the land use applications should relate back to “hot topics” and potential general impacts. Information should also be posted as to what may happen if the specific land use applications are approved.
- ◆ Mr. Keith expressed concerns that this information may be too complicated. Mr. Purse stated that information could be posted on the web that might clarify what was taking place.
- ◆ Mr. Keith asked that the additional forum for presentations be on the agenda for the next CPT meeting. A location for these meetings also needs to be discussed. Mr. Sell stated he felt that some groups had solutions to issues and that this information needs to be conveyed to the Steering Committee.
- ◆ It was suggested to have an application for each presenter and that there should be a time limit. It was also suggested to have a deadline for the applications, have scheduled times available, and that slots will be assigned on a first-come first-served basis. (see attachment- “Amplifying Thoughts Additional Citizen Input Project Expansion of July/ August CPT Meetings” drafted by Mr. Bob Keith)
- ◆ Mr. Keith asked how the master planning of the Chickahominy Riverfront Park and Jamestown Yacht Basin fits in with the update of the Comprehensive Plan. Ms. Reidenbach answered that the property master planning will get folded into the Comprehensive Plan, particularly in the Land Use section. These are inter-related, and there is sharing of information and comments between the parties involved.
- ◆ Mr. Krapf then made a motion to nominate Mr. Poller as the CPT Representative to the Steering Committee. Mr. Keith seconded the motion and also volunteered to be his proxy if elected. The vote was tabled until next meeting.
- ◆ There being no further business, the meeting was adjourned at 5:40 p.m.

CPT - 5/29/2008 Ranking of "Hot Topics"

HIGH

MEDIUM

LOW

Growth 1 --- Growth 2
-Growth 3

-Transportation

-Population
Diversity

-Regional
Planning &
Cooperation

↓
Staff/speaker
overview. Move
sub-items to #2

-Business/Economic
Climate

-Community
Services

"State of JCC"
"How did we get
here & where do we
go now?"

-Environment

-Housing

Evaluation of LU apps



Relate apps back to "hot topics" &
Potential general impacts

AMPLIFYING THOUGHTS
ADDITIONAL CITIZEN INPUT PROJECT
EXPANSION OF JULY/AUGUST CPT MEETINGS
(Staff Option #1)

CONCEPT:

During late July/early August expand CPT meetings to give all groups /individuals an opportunity to provide input into the Comprehensive Plan update process by presenting views on specific topics of interest and under consideration. This would be accomplished by:

- Expanding the existing public comment session at each regularly scheduled meeting conducted during this time frame to include two 15-minute session to allow groups/individuals to present comments, suggestions and/or studies to all Team Members and public present and provide written comments for the public record.
- Advertising this opportunity using print, radio, website and other appropriate media to fully inform organizations and individuals of time, date and suggested format of the presentation. In addition, appropriate mailing lists of potential speakers would be forwarded to groups on file with JCC. CPT members would bear the additional responsibility of contacting groups/individuals known to them that might be interested in participating.
- Preparing a format document for participants indicating reservation of a desired time slot, identification of presenter and topic and any instructions suggested to be observed. This could also serve as a transmittal back to the CPT should a group/individual desire to only participate by submitting a written document rather than appearing in person.
- Holding the meetings in a non threatening environment such as Legacy Hall and/or JCCW Recreation Center that can accommodate both the CPT and the presenter and as many interested citizens that may want to attend.
- Capturing the information presented and (1.) analyzing it for identification and amplification of issues to be included in the second round of Community Conversations and (2.) packaging it for inclusion in the information material presented by the CPT for use by the Steering Committee.

RECOMMENDATIONS

Timing:

It is suggested that consideration be given to at least three expanded CPT meetings to achieve this additional input from individual/organization citizen groups. It is felt that these sessions could be held on three of the following four weeks: July 17,24,,31 or August 7.

CPT Responsibilities:

Since this project was essentially suggested by CPT members, it is hoped that they will assume all suggested responsibilities to assist the Planning Staff and minimize the extra burden imposed and maximizing the benefits of the additional inputs.

Robert Keith, Member Community Participation Team