Pantops Community Advisory Council (PCAC)
Albemarle County Government

DRAFT Meeting Minutes

Thursday, March 26, 2009, 6:00-8:00 p.m.
County Office Building, Room 435, 401 McIntire Road, Charlottesville, VA 22902

Members Present:
Andrew Dracopoli
Dick Jennings
Peggy Echols
Nancy Hackman
Glenna Kennett
Barbara Elias
Rita Krenz
Ken Boyd, Albemarle County Board of Supervisors
Cal Morris, Albemarle County Planning Commission

Members Absent:
John Crosby
Ron Hoffman
Dan Goodall
Lynwood Bell

County Staff Present:
Britton Miller, Community Engagement Specialist

Next meeting: Thursday, April 23, 2009, 6:00-8:00 p.m., Westminster-Canterbury, Monticello Room

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I. Welcome

Britton Miller welcomed the group and reviewed the agenda. At Mr. Boyd's request, the group moved the update on the Pantops Business Summit to the beginning of the agenda.

II. Pantops Community Business Summit Update

Ken Boyd and Peggy Echols reported on the Pantops Community Business Summit, held on March 13, 2009 and hosted by State Farm. The goal of the summit was to provide an opportunity for businesses in the Pantops area to meet and talk about how they might work together to support each other and also contribute to the Pantops community. The summit attendees received updates from County staff, and then spent time discussing their interests and concerns. The group was particularly interested in greenways and trails expansion, entry corridor beautification, and possibly forming a formal business group through the Chamber of Commerce.

III. Pantops Community Open House Planning Session

Britton Miller distributed a draft open house plan for review and discussion with the group. The group established the following goals for the meeting:

- Meet the PCAC members
- Meet Supervisor Boyd, Planning Commissioner Morris and County staff
- Learn about PCAC action areas and opportunities for community involvement
- Update the community on the status of the Pantops Master Plan and current projects
- Ask for community input/priorities for the PCAC action areas

The open house will be a drop-in event with tables set up for each of the Council's priority action areas (neighborhood communications; sidewalks and pedestrian connections; parks and open space/greenways; rideshare, carpooling, park & ride and transit) and the Pantops Master

Plan/current County projects. County staff and PCAC members will be available at each table to share information and record comments from community members. Volunteer sign-ups will be available at each table as well. Martha Jefferson has also been asked to share information about the new hospital. There are a few outstanding format details to sort out such as possibly gathering the group together at intervals, which can be resolved at the April meeting. Peggy Echols offered to draft a flyer/invitation to circulate to the Council and to the County's Community Relations office for review. Additional details and materials to be finalized at the April 23 PCAC meeting, or possibly by email prior to the 23rd. The group discussed Monday, May 11th or Monday, May 18th as possible dates for the open house. Dick Jennings had looked into the possibility of using the large reception room at Westminster-Canterbury, but the room was booked through the end of May. Cal Morris offered to contact Broadus Memorial Church to see if they had space available on May 11th or 18th.

III. Adjourn

The April meeting will be held at Westminster-Canterbury in the Monticello Room. Many thanks to Dick Jennings for making the arrangements. The meeting ended at 7:55 p.m.

Action Items:

Open House

Look into creating a Pantops email box/community-friendly PCAC web page – Britton
Check with Chamber about list of Pantops businesses – Britton?? Someone else??
Check with County staff about availability on proposed open house dates – Britton
Check on possibility/cost of creating CD's with master plan docs – Britton
Create small cards with Pantops web links – Britton
Talk with County GIS about large Pantops map with neighborhoods/businesses – Britton
Send out Pantops neighborhood list to PCAC for help with finding contacts – Britton
Contact Broadus Memorial Church to check on availability – Cal
Make ID's for open house tables – Barbara
Develop draft open house invitation to circulate to PCAC/County for comment – Peggy
Contact Pantops businesses about Open House – Peggy
Revise the open house meeting plan and circulate to PCAC for comment – Britton

Other

Develop a draft action plan based on Jan/Feb PCAC discussions – Lee, Britton, Rebecca