

**Pantops Community Advisory Council (PCAC)
Albemarle County Government**

DRAFT Meeting Minutes

Thursday, September 24, 2009, 6:00-8:00 p.m.

County Office Building, Room 235, 401 McIntire Road, Charlottesville, VA 22902

Members Present:

Dan Goodall Dick Jennings
Rita Krenz Jason Trujillo
Glenna Kennett Peggy Echols
Nancy Hackman
Cal Morris, Albemarle County Planning Commission
Ken Boyd, Albemarle County Board of Supervisors

Members Absent:

Barbara Elias
Lynwood Bell
Ron Hoffman
John Crosby
Casey Beeghly

County Staff Present:

Lee Catlin, Directory of Community Relations
Britton Miller, Community Engagement Specialist
David Benish, Chief of Planning

I. Welcome

Britton Miller welcomed the group and reviewed the agenda. Britton let the PCAC know that Andrew Dracopoli has had to resign from the PCAC because of other commitments. The group was sorry to hear that he has left the PCAC—he will be missed. Britton also noted that Barbara Elias called to say that she had to go out of town for a last-minute trip and would not be able to attend tonight's meeting.

Britton also reminded the group that this would be her last meeting with the PCAC because she will be moving to Pennsylvania, where her husband has taken a teaching job. Britton told Council members how much she has enjoyed working with them over the past year and expressed her appreciation for being part of their work for the Pantops community. On behalf of the PCAC, Ken Boyd presented Britton with an engraved Jefferson Cup thanking her for her efforts as staff support for the PCAC. Britton thanked members for the thoughtfulness and said she would miss working with them and would treasure the special gift.

II. County Updates/PCAC Meeting Schedule

Lee Catlin expressed her appreciation to PCAC members for their hard work over the past year, and regretted to inform the group that due to the projected County revenue shortfall, the Community Engagement Specialist position would not be filled at this time. Because of decreased staffing levels, the County would need to make adjustments such as moving to quarterly PCAC meetings. Lee said that she would update the PCAC when she had more information. Lee encouraged members to do committee work between quarterly meetings if they wanted to meet more often to address action plan items. David Benish reminded the group that because the PCAC is a Board-appointed committee, committee meetings with 3 or more PCAC members in attendance would need to meet public notification requirements. Lee said that the County would post PCAC committee meetings on the County web calendar.

III. Rules of Procedure/Quorum

The group agreed to postpone the discussion and adoption of Rules of Procedure until a future meeting, after a permanent schedule is established.

IV. Report to the BOS – Follow Up

Dick Jennings, Rita Krenz and Cal Morris gave an update on the PCAC report to the Board of Supervisors on September 2, 2009. Ken Boyd complimented the report committee for an excellent report and the group thanked Dick and Rita for all of their hard work.

V. Planning Commission Update

Cal Morris provided an update on the Planning Commission's approval of the site donated for the Pantops Fire Station.

VI. 2010 Action Plan

Lee Catlin led the PCAC in a discussion to choose the top priorities from the group's action plan ideas to focus on for the next year, being mindful of the reduced meeting schedule. Priority activities the PCAC sees as feasible for the next year include: a possible fall tour of the new Martha Jefferson Hospital (Dick will contact Barbara Elias to see if this will work for MJH); seeking green space for trail connections (resolution of support from PCAC/update from Dan Mahon/discussions with property owners); developing a formal Pantops business group as part of the Chamber of Commerce (Peggy Echols will contact the North Charlottesville Business Council to find out how they started their business group); developing a PCAC quarterly A-Mail to keep the Pantops community up-to-date on Master Plan/PCAC activities; and holding a community conversation about sidewalks and pedestrian connections.

VII. Other Business

Dan Goodall suggested that because of the reduction in County staff support, it would be a good idea to elect officers for the next year so the group could take on some of the responsibilities previously provided by County staff support. After a group discussion and agreement from the nominees, Cal Morris made a motion to elect PCAC officers for the 2009-2010 year as follows: Dick Jennings for Chair, Jason Trujillo for Vice-Chair, and Nancy Hackman for Secretary. The motion was seconded by Dan Goodall. The motion was approved unanimously. The group thanked Dick, Jason and Nancy for their willingness to serve as the first group of PCAC officers.

VIII. Next PCAC Meeting

The next full meeting of the PCAC is scheduled for **Thursday, January 28, 2010.**

IX. Adjourn

The PCAC adjourned at 7:30 p.m.