

## MEMORANDUM

**DATE:** July 29, 2008

**TO:** Members of the Community Participation Team (CPT)

Tom Fitzpatrick	Charlotte Hubbard Jones	Bob Keith
Rich Krapf	Tony Obadal	Reece Peck
Vaughn Poller	Bill Spaller	Susan Sullivan-Tubach
Marilyn Taylor		

**FROM:** Melissa Brown, Deputy Zoning Administrator  
Christy Parrish, Proffer Administrator

**SUBJECT:** Community Participation Team Meeting - July 31, 2008

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Please find attached the materials for the next Community Participation Team meeting scheduled for Thursday, **July 31<sup>st</sup> at 4:00 p.m.** This includes the agenda for the July 31<sup>st</sup> meeting and the minutes from the July 24<sup>th</sup> meeting. **Please note that this meeting will be held at the Williamsburg Library.**

This week we begin our meeting by discussing the second round of Community Conversations questions. Next, staff will give a brief update on the ongoing communications efforts. Finally, the Committee will discuss developing a final executive summary to be presented to the Steering Committee. After the meeting, we continue the scheduled Community Participation Forum.

We look forward to seeing you then!

Attachments:

- Meeting Agenda - July 31, 2008
- Meeting Minutes - July 24, 2008