**Crozet Community Advisory Committee**

**Crozet Elementary School**

**Wednesday, July 19, 2017 from 7:00 PM to 9:00 PM**

Meeting Agenda:

1. Agenda Review (Jon McKeon – CCAC Vice Chair)
2. Approval of Minutes
3. Neighborhood Improvement Funding Initiative (NIFI) Update
4. Items Not Listed on the Agenda
5. Announcements and Future Agenda Items

Jon McKeon welcome’s everyone and calls the meeting to order. As Vice Chair of the CCAC, will run the July meeting in the absence of Dave Stoner.

A quorum is established.

Introductions made by members of the CCAC and citizens present at the meeting.

Citizens Present: Mike Marshall, Jim Neligan, Bill Schrader, Peggy Schrader, Paul Grady, Sylvia Hallock, Butch Snead, Terri Miyamoto, Mark McCardell, Meg Holden

Crozet Community Advisory Committee (CCAC) Members Present: Jon McKeon, Mike Kunkel, Tom Loach, Shawn Bird, Kim Guenther, Doug Bates, Allie Pesch, Diane Burns

County Representatives Present: Ann Mallek, Jennie More, Emily Kilroy

Motion to approve the June 2017 CCAC meeting minutes pending review and changes, if suggested and/or made, over 7 days following the CCAC meeting. Motion presented by Doug Bates to approve the June 2017 CCAC minutes; the motion was seconded Diane Burns and approved by CCAC members present.

Jon McKeon: Hands the meeting over to Emily Kilroy.

Emily Kilroy: County looking to move projects forward. Each CAC should designate a project champion to move the projects forward (develop scope, turn idea into the project, prepare for BoS, etc.). Each CAC in the county will be given $200K for their area. The scoping phase will take place in late summer and fall. The Board of Supervisors will take action on the projects from the CACs at the November BoS meeting. Scoping should consider: the study of the project, project challenges, project constraints, utility relocation, help with schedule implementation, etc.

Packages are available so each CAC in order to see an example of a project. First week of August all CAC projects should be ready for scoping, then hand over to a consultant, and give back to the CACs this fall.

Crozet citizen: Do we need projects in by November to get VDOT matching funds?

Kim Guenther: When they get approved in November, when will the projects be funded?

Emily Kilroy: The money came from FY 16 funds, so money is available now. There is no need to wait for another appropriation.

Ann Mallek: Reiterated that we don’t have to wait for money since it is already available.

Emily Kilroy: Dave Stoner will be the champion for the Crozet Square project.

Ann Mallek: Recommended that we have champions for all of the projects so we are ready. If more funding becomes available, be prepared. For example, the Western Park discussion if Master Plan updates are made. Also, there is funding from Old Trail home sales; $100K in fund currently.

Emily Kilroy: The other project champions are Jim Neligan for Western Park, Kim Guenther for Crozet Park, Terri Miyamoto for Trails, and Diane Burns for Crozet decorations.

Doug Bates: Meg Holden held a Downtown Crozet Initiative (DCI) meeting recently; maybe she could bring us up to date on the activities.

Meg Holden: DCI meets the first Thursday of every month at the Crozet Library (at the Rooftop when the library is not available). The group is working on the 501(c)(3) piece and has received good feedback. Pat Groot and Suzanne Reid have given a plan; there is a mailbox and bank account with BB&T since money is coming in. Suzanne Reid is drafting documents and the organization needs officers to start. 12 people would be ideal for the board, particularly to be able to raise money for the plaza. Next month (August) the group hopes Frank Stoner will be at the monthly meeting; he’s working on other sources of funding.

Kim Guenther: Is there a final price tag on the square?

Meg Holden: No; we have a design, but not for all pieces; perhaps some others will fund different pieces. Pat Groot has the monthly meeting minutes, but we don’t send out minutes. Question offered: should we send out the minutes to the 400 names on the list? We will do what the group wants. Jennie and Dave are usually there. Many businesses are interested in the square.

Jennie More: Can those businesses pay money into the plaza?

Meg Holden: Assume that all businesses would contribute to the 501(c)(3).

Doug Bates: It sounds like a proffer.

Ann Mallek: Tax increment financing of interest to me. The Richmond Convention Center was funded this way. We want to look at all other avenues of funding (matching, donations, etc.)

Meg Holden: The tax piece; we need it now; how do we pay (for the square) today?

Jennie More: Frank Stoner said to Daily Progress that he wants ground floor residential (in the square). This is not what went before the (CCAC) board; old (CCAC) board members may remember this when Frank Stoner first sent his proposal.

Jon McKeon: On to Western Park; Ann can you talk to the park?

Ann Mallek: The original Master Plan has larger park areas (in Old Trail), but they are not possible now. There is also a nice pavilion in the Master Plan. Do we want to wait for it, or want something now? Not for me to answer. We have been looking at this (Western Park issue) for 9 years, so we should take the right step first. Parking and a playground were also planned. There have been some improvements already made that were not in the Master Plan. Street parking is in the Master Plan – do we still want the street parking? There are other ideas like an amphitheater to add. Separate sections of Old Trail do not have their own playgrounds. The apartment complex does not have a playground.

Jon McKeon: Can we also speak to an update on the Crozet Connector trail costs?

Terri Miyamoto: The cost will be $5/linear foot for crushed stone. Crozet Trails would like the 1.5 miles in my (the) proposal, which would be about 9000 feet. The crew would also like to use volunteer labor.

Jon McKeon: Are there any other NIFI discussions?

Doug Bates: (To Ann Mallek) Has community response made this (NIFI) an annual thing?

Ann Mallek: We’ll wait and see.

Jim Neligan: Do you think – Ann – that each CAC will use their 200K? Could any extra money be prorated to the rest of the CACs?

Ann Mallek: I would push to get that extra money.

Emily Kilroy: Staff will bring this issue to the board in November. We will keep everyone up to date. To clarify: Dave Stoner is the champion of the Square project.

Jon McKeon: Not meet in August? Rumblings. There is precedent in the county/with other CACs.

Diane Burns: Proposes a motion to waive the August CCAC meeting. Allie Pesch seconds the motion. All members of the CCAC present say “aye” and the motion is approved. The next CCAC meeting will be held on Wednesday, September 20, 2017.

Tom Loach: Will VDOT put stop signs to get out of Jarmans Gap Road?

Ann Mallek: Good idea. Prepare a letter to Joel Denunzio.

Tom Loach: Proposes a motion to put stop signs on Jarmans Gap Road, Tabor Street, and Crozet Avenue. Mike Kunkel seconds the motion. All CCAC members present approve the motion. Tom Loach will write the motion.

Jon McKeon: Any further items not on the agenda to discuss?

Mike Marshall: The Fourth of July celebration was successful, a little bit more than last year. We need about $8K year from the community to cover the cost of the celebration.

Ann Mallek: The bridge over Linkinghole Creek is the number one project in Albemarle County. Current costs for the project are about $11 million. A location change may make it $5-6 million. The roundabout at 240-250 in progress and will improve the movement of traffic.

Allie Pesch: Is there a status on Park Road house?

Ann Mallek: Supposedly a demolotion crew was assigned, but it did not happen yet.

Emily Kilroy: One more pitch for proffer policy code. We would like feedback on video orientation; if you like the video, let us know.

Pam Schrader: Rumors about ACME policy? Any word on it?

Ann Mallek: There is no word yet. It can’t be used as residential property though. Will serve to protect the area.

Jon McKeon: Adjourned the meeting at 8:08 PM.