

Comprehensive Plan Steering Committee Meeting Minutes – July 27, 2006

The Comprehensive Planning Steering Committee met on Wednesday, July 27, 2006 at 4:00 p.m. in the Common Council Chambers, City Hall, 258 Main Street. Committee members in attendance included: Richard Miller, Bill Youngs, Karen Sullivan, Michelle Eastman, Tim Hayes, Karen Elting, Gary Herzig, and Vince Foti. Others in attendance included Jim Koury, Andy Raus (CPA), and Kevin Kelley (CPA).

Mr. Miller began the meeting by asking the committee if they had received the minutes from the last meeting and if anyone had any corrections or additions. Hearing none, Mr. Miller stated that the minutes would be approved as written and submitted by Mr. Koury.

Mr. Miller continued stating that he, Mayor Nader and Barry Warren had met and did an assessment of the project and where things were at. He stated that the three of them had agreed that by September the plan should have advanced forward to the point where the committee could identify a small number of action items that could be addressed immediately instead of waiting until the plan was formally adopted in February or whatever point in time that adoption would occur. He said this activity would parallel what Clark-Patterson was contracted to do. Mr. Miller asked Mr. Raus if CPA had ever done something like this. Mr. Raus stated that it hadn't ever been part of their process before, since they (CPA) do identify a series of immediate, short-term and long-term action items as part of the planning process. He said however, that CPA could certainly accommodate this parallel plan that Mr. Miller had set forth to the committee.

Mr. Miller then stated that the committee members should continue to forward their comments to Mr. Koury on the handouts that CPA gave the committee at the June meeting (the focus group summary and policy statements).

Mr. Miller then turned the meeting over to Mr. Raus and Mr. Kelley. Mr. Raus began by stating that Mr. Kelley would distribute the community survey summary. Mr. Raus stated that although CPA was distributing the summary at the meeting, he wanted to again discuss the summary at the August meeting in order to give committee members time to digest its contents.

Mr. Kelley continued with the review of the community survey summary document.

Mr. Miller then asked committee members if they had any questions of Mr. Kelley or Mr. Raus. After a few questions, Mr. Miller then stated that a preliminary list of action items for the August meeting would be to create groups to discuss immediate action items, as mentioned at the beginning of the meeting. He again stated that this process would parallel what CPA would be doing.

Mr. Raus stated that CPA could certainly rank the policy objectives from the previously distributed policy and objectives document in order to assist in this parallel effort.

A discussion of the schedule for the project ensued at this point. The following was discussed:

August meeting: go over comments/questions on community survey; revise policies sections; start talking about the land use plan.

Sept/Oct: Public workshop

Oct/Nov: Draft plan introduced

Nov/Dec: Revisions to the draft plan

January '07: Final submission

A question was raised about the student survey. Mr. Hayes stated that Mr. Warren and he were going to take care of that. If anyone had any questions that they would like to have asked, committee members should submit them to Mr. Warren directly, NOT to the City Clerk. The plan was to conduct the electronic survey to college students sometime in early September. He stated that the response should be high with a quick turn around in results.

The next issue discussed was the public workshop and some suggestions of tentative dates. The date of October 12th was discussed. Mr. Hayes was to check with Mr. Warren on availability of the Morris Complex. He would let Mr. Koury know what he found out.

(Editorial Note: As of Friday, July 28th, the date of October 12th was available. Mr. Hayes has reserved Morris Conference Center's Craven Lounge (max capacity=125) and two adjoining classrooms (20-person max. break-out sessions) for the October 12 community input meeting. If more space is needed he will explore the possibility of using the Hunt Union instead. He has booked the rooms from 5-10 p.m.)

Mr. Raus stated that at the workshop it would be his intent to provide an overview of existing conditions, survey results, convey the policy process, and land use/design component. He stated that ideally he would like to have a draft land use plan ready and have a working session with the public over a 4 hour time period, along with the urban design component. He stated that when the public session was done in the City of Tonawanda, there were 110 people in attendance and at the end of the evening there were still 106 left. Mr. Koury stated that he would work to publicize the public workshop. He stated that the paper and the radio stations would be very cooperative with advertising the public session. Other suggestions/advertising opportunities would also be explored.

Mr. Miller asked if there were any other questions or comments from steering committee members. Mr. Herzig stated that he would like to see the issue of employment discussed further since he did not really feel it was brought out in the survey/focus groups enough. He stated he would like to have a better idea about the availability of employment with an

appropriate workforce. After some additional discussion, Mr. Raus stated that Clark-Patterson would think about this issue more and get back to the committee.

Ms. Sullivan wanted to know who would be invited to the public meeting. Mr. Raus stated most certainly those that were invited to the focus group/SWOT summit should be invited back. He also said that this should be an opportunity for the general public to input their thoughts/ideas into the process so it should not just be limited to the past invitees.

Hearing no other comments, concerns or questions, the meeting was adjourned at approximately 5:00 p.m. until the next meeting of the committee to be held on Thursday, August 24, 2006 at 4:00 p.m. at City Hall.

Respectfully submitted,
James R. Koury, City Clerk
City of Oneonta

/jrk

Action Items for Next Meeting:

Input to Mr. Koury on policies, focus groups, and survey documents.
Identify/focus on workgroups to begin to discuss/explore immediate action items.
Student survey questions would be forwarded to Mr. Warren.
Mr. Koury/Mr. Nader would discuss public workshop
CPA to get .pdf versions of community survey summary to Mr. Koury