

Comprehensive Plan

Steering Committee – Meeting #4

Date: October 23, 2024

Time: 6:00 pm

Location: Village Office

Meeting Notes

I. Review Prior Meeting Notes

MRB Group

The Steering Committee received meeting notes as part of the agenda distribution. Members present confirmed that the notes were accurate, and Emma Falkenstein stated that the notes would be posted to the comprehensive plan website.

II. Planning Process Updates

MRB Group

Emma Falkenstein provided a brief update on the planning process, noting that the plan is still on schedule. She stated that the group is transitioning from the inventory and analysis phase to the action planning and plan development phases.

III. Public Engagement Updates

MRB Group

The steering committee engaged in discussion about opportunities for more public engagement. Emma noted that she's in the process of scheduling three focus groups for November to provide additional opportunities for the public to get involved in the planning process. She stated that the current plan is to have a youth engagement focus group with high school students after school, followed by two evening groups focusing on 1) downtown revitalization, community development, and housing and 2) recreation & quality of life. Emma emphasized that the goal is to have the focus group at the high school to lean into the great working relationship between the MCSD and the Village. She also noted the help of Mr. Cooper in facilitating the youth engagement outreach.

Emma also informed the Steering Committee of the Village's recent New York Forward (NYF) grant application, noting the thematic overlap with the comprehensive plan. The NYF grant focuses on the downtown and would be a great opportunity to implement the downtown revitalization goals in the plan. Emma noted that there was a public workshop for the NYF grant and that the results of the session were useful in shaping action items and priorities for the plan. Emma stated that she also held a youth engagement session with high schoolers for the grant application. The steering committee engaged in discussion about the importance of youth in shaping the future of Marcellus.

Emma noted that to stay on schedule, the goal should be to have Public Workshop #2 sometime in January/ the beginning of February 2025.

IV. Action Item Brainstorm **MRB Group**

Emma provided an overview of how the planning foundation of the vision statement, planning principles, and priority policy areas feed into the action items of the plan. She emphasizes how all the parts are intended to build on each other and that the action items shouldn't conflict with the vision or goals of the comprehensive plan.

Emma outlined how all of the action items in the matrix come from the public engagement gathered to date such as the Community Survey, Public Workshop #1, interviews/focus groups, and the NYF grant workshop, or include best planning practices that should be included in the plan to make the Village more competitive for future grant applications.

Emma emphasizes how this first draft of the matrix intends to be aspirational yet realistic in what the Village can achieve. She noted that this matrix is not a to-do list, but rather a guide for how the Village should allocate time and resources. Emma informed the steering committee that this matrix is intended to be a rough 5-year action plan. Emma overviewed the draft matrix with the steering committee, noting that she hoped members saw their ideas and discussion topics reflected in the action items. She explained how some action items included sub-items that provide more nuance for implementation.

The steering committee engaged in discussion, noting that the action items provide a good foundation for what the Village should be working on. Following discussion, Emma encouraged the steering committee to review the action items in-depth at home and send her any feedback in the next few weeks.

V. Activity Prior to Next Meeting

MRB Group will hold the focus group sessions and begin preparation for Public Workshop #2. MRB Group will complete edits to the action items and complete the implementation matrix. MRB Group will draft future land use character areas for discussion in December.

VI. Next Meeting

Steering Committee – December 11, 2024