

# City of Olean Comprehensive Plan

## Task Force Committee Meeting #1 Minutes

July 19<sup>th</sup>, 2023 – 5:30 PM

### 1. Welcome & Introductions

*Icebreaker question: What is your connection to Olean / the project? Why do you live or work in Olean and why do you choose to stay?*

- Mayor opened the meeting with a welcome
- Meeting attendees went around the table to discuss their connection with the project and why do they live / work in Olean and why they choose to stay. Answers included:
  - o Family & Friends
  - o Quality of life
  - o The community / people
  - o Amenities and opportunities
  - o Work / career

### 2. Project Team

- Dan Riker presented and introduced the project team consisting of C&S Companies, Highland Planning, and Molly Vendura Landscape Architecture
- Dan Riker will be Project Manager and Emma Phillips is Deputy PM
- Highland Planning will be leading outreach
- Molly Vendura will be leading visualization

### 3. Points of Contact and Communication

- Points of contact include City of Olean (Keri, Kathy, and Tiffany) and the project team (Dan, Emma, Tanya, and Molly)
- If providing feedback, please provide no more than 1 week after receiving a document for review
  - o General comments about where Comprehensive Document is now from 2005. It is located on City's website
- Please provide engagement feedback at any time to Tanya
- Please provide process and project feedback at any time to Emma

### 4. Comprehensive Plan Overview, Scope & Schedule

- Comprehensive Plan is a community-driven process and document that looks at where is Olean now, where is Olean going, where does Olean want to be, and how does Olean get there
- Comprehensive Plans are the highest-level of expression for a community's future

- Blueprint, compass, playbook, and messaging tool
- Comprehensive Plans cover land use & zoning, housing, economic development, transportation, natural resources, resiliency & sustainability, and Smart Growth
- The Plan kicked off in summer of 2023 and will be finalized in the fall of 2024
- The goal is for the plan to set Olean up for CFA grants + other grants in the Spring of 2024
  - General question about the flow of the process / what the document will include. Emma explained that it will have existing conditions, development of a vision, goals & strategies to accomplish those goals, and then an implementation of strategies to move projects forward.

## **5. Task Force Committee Responsibilities**

- The Task Force is responsible for:
  - Ensuring an inclusive public engagement process – we want your feedback on where to hold meetings!
    - Committee comment about being inclusive with vulnerable populations
  - Representing the larger community
  - Guiding the process
  - Being a local champion during and after the plan is complete
  - Attending committee meetings and outreach events when able

## **6. Outreach and Community Participation Plan**

- Outreach for the Plan will include:
  - Stakeholder interviews
  - Creation of a Community Participation Plan
  - Public meetings (2 total)
  - Online survey
  - Pop Up Events (2 max)
- Engagement helps the team identify key issues and opportunities, community values and priorities, a community vision, and builds capacity around projects / initiatives

## **7. Deliverables**

- The final Plan will include a document with:
  - Fleshed out priority projects
  - Prioritization of projects
  - Sources of funding
  - Guides for implementation
  - Community support

## **8. Next Steps**

- Creation of draft existing conditions for review
- Updated engagement plan
- First public meeting
- Steering Committee #2

## **9. Discussion**

- The project team led general discussion about Olean and what the issues are currently. Answers included:
  - Look at skill level of residents – how do they get into workforce
  - Need to stop population decline
  - Attracting workers
  - Need more people
  - Decline in birth rates
  - City is spread out / too much sprawl
  - Economic and social equity is important moving forward
  - How do you compete with cities
  - Develop existing assets
  - Dissatisfier's
  - Tough employment/industry leaving
  - Tourism – need to draw people in to enjoy
  - Talked to people who have moved and ask why
  - Development needs to be inclusive for all people