



**Arcade Comprehensive Plan
Steering Committee
Meeting Notes**

**June 13th, 2023; 6:30 pm
Village Hall**

I. Review Prior Meeting Notes

The committee received meeting notes as part of the agenda distribution. All members present concurred that the notes were accurate. Emma Falkenstein advised that MRB Group would add the meeting notes to the comprehensive plan website.

II. Finalize Public Engagement Strategy

Roxanne Kise presented the latest draft of the public engagement strategy. Each page was reviewed as a group and edits from the last meeting were noted. On further review, names and members were corrected and added and steering committee members were reviewed for accuracy. Roxanne noted that contact was made with Paul Bijhouwer and Dave Miller, and that they are no longer able to serve on the steering committee. She stated that new members were added to the steering committee including Town Councilpersons Kathy Landahl and Pat Palmerton. The steering committee engaged in a discussion regarding keeping an updated contact list for future Village and Town needs.

Additionally, Roxanne noted that she reached out to the Village regarding an automated phone system and recommended that the

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Village Clerk reach out to other Villages that have this system to learn more. Roxanne stated that she is waiting for information from the Chamber Operations Manager and once that is received, she will send the final draft of the public engagement strategy to the Department of State.

III. Review of Community Profile

Emma Falkenstein presented the completed community profile to the steering committee. The steering committee engaged in a discussion to review the data and calibrate the findings. There was much discussion regarding the accuracy of Arcade's industry composition on page 14. Emma noted that she will look into the industry data regarding Navient and Pioneer Credit Union. Emma stated that she will send an updated community profile to the steering committee to review, with the goal of submitting the profile prior to the July meeting.

IV. Smart Growth Presentation

It was determined that the smart growth presentation would be conducted at the July steering committee meeting as the public engagement strategy and community profile took up the entire meeting. Emma indicated that she would send the steering committee smart growth resources to review in advance of the July meeting.

V. Activity Prior to Next Meeting

Roxanne indicated that she will finalize edits to the public engagement strategy and send the final version to NYS for approval. The consultant team will release a press release announcing the launch of the comprehensive planning process. The consultant team will update the community profile with any feedback following the steering committee's discussion and send a draft to NYS for review. At the next meeting, the consultant team will lead the steering committee through visioning and values exercises to ground the planning process and conduct the smart growth presentation.

VI. Other Business

VII. Next Meeting

July 11th, 2023 at the Arcade Village Hall.

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