



In attendance: Bart Roberts (UBRI), Darren Kemper (NFTA), Bill Parke (City of Buffalo), Bob Shibley (UB), Andy Dearing (UBRI), Bradshaw Hovey (UBRI), Hal Morse (GBNRTC), Ben Bidell (Niagara County), Bradshaw Hovey (UBRI), Jill Jedlicka (Buffalo Niagara Riverkeeper), Anthony Armstrong (UBRI), Ryan McPherson (WNYEA), Mark Roundtree (Erie County), Paul Beyer (NYS DOS/ Smart Growth), Larry Cook (Oishei Foundation)

1. Welcome & Introduction – H. Morse

2. Events & Planning Activities Update –B. Roberts

a. Community Congresses Recap

- i. Bart thanks steering committee who attended and helped spread the word
- ii. 2 open house events with two presentation times at each
- iii. 41 at the Palace Theatre in Lockport
- iv. 71 at ECC in Buffalo
- v. 80 organizations were represented
- vi. Attendance could have been better but considered a success for a summer community engagement event. Great coverage for a summer public engagement event: WBFO, The Buffalo News, Eastern Niagara Journal, Niagara Frontier Publications, and more...
- vii. How people weighted in: Every attendee was given a folded summary of the scenarios and another document rating different indicators on the scale. The attendee was asked to rate according to priority and preference. The scaled items are listed below:
 1. Developed v. undeveloped
 2. Single use and dispersed v. mixed and compact:
 3. Automobile oriented v. transit oriented: averages were higher than all scenarios
 4. Preservation of open space v. development: strong average towards preservation
 5. Adaptive and rehab reuse
 6. Infill development
 7. Transit oriented development
 8. Suburban retrofit
 9. Creating new places: less of a priority in Buffalo than in Lockport
- viii. Participation of this exercise will be available online and will be available to groups wanting a presentation. There is already one request.
- ix. The steering committee is encouraged to spread the word about online engagement.



x. Discussion:

1. How many responses were received total? --More than 100
2. What is the ideal sample size?
 - a. 800 people engaged during the mapping exercise. This should be looked as additional engagement, rather than its separate collection. This round of outreach/ public feedback is about getting a sustained response which further reinforces direction from total and past engagement.
 - b. Should be seen as an engagement tool and not a sample tool
3. Tremendous feedback and affirmation from newly engaged public figures and 'first-timers' actively involved in development and planning in our region.

b. Final Working Team Meeting

- i. Extend the final working team meeting from August to the second full week of September
- ii. Going to focus on indicators and implementation strategy during the finally leg developing the plan.
- iii. Discussion:
 1. This is an important opportunity to get feedback on next step implementation strategies.
 2. Important to have a running commentary during the meeting to identify strategies and possible implementation.
 3. Working teams are experts in their subject and not necessarily implementation experts.

3. Schedule and Plan Approval Process – H. Morse

a. Review of Plan Approval Schedule

- i. Requires feedback on approval strategy
- ii. How to approve? Steering committee and GBNRTC?
 1. Voting procedure: voting majority of steering committee,
- iii. Schedule:
 1. 10/15: Final draft plan available for public review
 2. 11/6: Public Comment Period
 3. 11/7-11/13: Final Revisions made to draft based on public input
 4. 11/14: Final Plan Distributed to Steering Committee for review
 5. 11/21: Steering committee to approve plan & recommend to GBNRTC PCC Committee
 6. 12/3: GBNRTC PCC committee meeting to recommend to GBNRTC policy committee
 7. 12/12: GBNRTC Policy committee to approve plan completion



8. 2015 – Celebration Community Congress in January 2015

b. Approval Mechanism *(Discussion in this section relates to Implementation)*

- i. Voting may not be necessary. Discussion leaned towards more feedback and consensus style of approval for the Steering Committee. Consensus of endorsing organizations also look better to potential funding perspective.
- ii. Steering committee should consist of an individual's approval with support and endorsement of the plans adoption to the organizations they represent.
- iii. Grant agreement indicates approval from steering committee and policy committee of GBNRTC.
- iv. Steering Committee Meeting in November will work on approving the plan and continuing discussion of how to move forward with regional support.
- v. Any mechanism developed should be repetitive in encouraging "support"
- vi. Accepting the plan and approval for "action" (receive and file/ adoption/ endorsement)
- vii. Potential motion for working:
 1. First gaining approval from GBNRTC before reaching out to municipalities and organizations
 2. Could be a formal request to accept/ adopt/ endorse the document, or something different. This would facilitate acceptance of the plan.
 3. Endorsement and adoption in counties
 4. Need citizen support to approach municipalities for approval
- viii. The process has had a large grass roots level of engagement which should be transferred to approval and implementation strategy

4. Implementation – R. Shibley/ B. Roberts & Group

- a. Bart- people ask us all the time about implementation. Including citizens in the Implementation and adoption process would stay true to the "Grass Root" elements of this plan.
- b. **Word choice needs to be carefully considered when describing commitment and implications.
- c. Is there a floor level, Broad brush stroke of principles which people can agree? -- Principles are already in this draft report and should be tailoring according to municipal authority.
- d. Different levels of commitment is suggested for the implementation of this plan.
- e. Implementation strategy holds up a mirror organizations and municipalities
- f. An amendment process could be described in the plan document.
 - i. Steering committees needs to measure progress through regular reports which amends the document and measures those who represent the principles
- g. What does adoption mean? What do you have power and authority over? This should be explained.



- h. There needs to be a commitment piece in the implementation portion of the plan describing levels of adoption and the implications depending on the level of authority.
- i. Implementation will frame the network approach and indicate action and adoption role related to the powers and authorities interested.
- j. Suggest what implementation looks like in plan.
 - i. Include organizations who are already implementation or testimonials
 - ii. How is this plan already being implemented according to different focus areas
 - iii. 2 Examples of possible Implementation
 - 1. 2 corridor projects and level of engagement
 - 2. What does TOD look like in these corridors
 - 3. Create it as a more community orientated project
 - 4. Development of bench mark measuring performance
- k. Discussion of drafting a resolution and what accepting that means.
- l. A strategic meeting is suggested on how to move forward and get attention from municipalities, counties, and states.
- m. The document only has the power and authority of the people and organizations who accept the plan.
- n. Important to properly identify who is “supporting” and what that means on each level.
- o. Funding possibility: REDC should be seen as a large player of implementation by providing potential funding for those who decide to support the regional plan. Regional Economic Development Council (REDC) is an important element towards incentivizing adoption.
 - 1. Incorporate into prosperity plan
 - 2. Viewed marriage between Regional Plan and existing REDC plans
 - 3. Best place to start to encouragement for adoption
 - 4. Mini regions within the larger region help personalize aspects of this plan
 - 5. We need to be clear as to what we are asking from REDC
- p. Funding sources are developing in various time frames Measures of implementation
- q. Observed Strategy: Five different funding sources for infrastructure funding sources in the downtown are presented. How it becomes available and when it is available. This method could be adapted towards potential funding as a result of plan adoption.
- r. Possible submission to the APA community engagement awards. This could give us momentum. Possibly deadline being September 5th, which could be problematic. Bob indicated seeking award applications, once the plan is finished.
- s. What’s missing? Implementation and indicators
 - i. Implementation is evolving into developing leadership roles, guides on how to support according to power and authority



- ii. Good to identify levels of engagement and implementation and support -Tactics are developing.
 - iii. Working groups articulate multiple action and strategies.
 - iv. Final product is going to be a performance plan catered to the specific entity which adopts.
 - t. Jill from BN Riverkeeper indicated one regret of her organization is not being engaged on the steering committee early on but has opportunities to stress about the importance of water management in this document.
 - i. Could be in all 5 pieces
 - ii. Upcoming Event: August 12th Shaping Our Energy Future north campus
 - u. Bart encourages continued feedback from the work to date document
 - v. Visual implementation, still? – Guidebook is going to look like a resource which is the scenario planning process and toolkit of how you can do this in your local community. Examples will be in this piece. Agency specific steps and level of detail?
 - i. **Drawing a line between Advocating for legislature and lobbying
 - ii. Citizen champions backing this plan and supporting its implementation
 - iii. Working teams possible letters of support from agencies, organizations, sample resolutions, which can be catered to power and authority
 - iv. Toolkit for support and advocacy of this plan to local authority. Talking points on how to communicate to legislature. Could be general enough to encourage engagement and support through request for approval. Consideration of document.
 - v. Narrative of implementation plan addressing example of how individuals or NGOs might take action on a plan. Implementation according to power and authority.
 - vi. How to these organizations overlap? Between performance narrative of implementation. Understanding where people stand in this plan and how to support it/ implement.
 - vii. Talking Points for citizens could be provided on 3X5 cards with questions and point which facilitate municipal engagement.
 - w. Meeting 25 and everyone at the table is engaged and involved.
 - x. people are starting to really pay attention to this process after observing the level of engagement. There have been plenty of opportunities to be engaged. Broad-based communication and grass roots
- 5. Good of the Order – H. Morse**
- 6. Adjournment - H. Morse**