



# TOWN OF VICTOR

## Task Force Charges/Critical Issues

<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
1. Community Communication and Branding	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To investigate and analyze the best ways to deliver timely, accurate and clear communication to the taxpayer / customers of Victor around the events, initiatives and activities of the Town. This should include a number of mediums (i.e. face to face, website, news/media, postings, meeting announcements / minutes, etc.) so that we are communicating with all of our citizens. Further, the Task Force is charged with identifying the best practices for making certain our customers have opportunities for remaining fully informed and involved in Town activities. Finally, the “Victor Town Brand” should be explored and defined as a place to live, work, play and retire.

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
How knowledgeable are citizens about what is happening ?
Where do they get their information ?
How do people perceive Victor ?
What formal methods of communication are currently used and how effective are they ?
<i><b>Table 2</b></i>
What are the best methods of communication so that everyone is reached ?
When people think of Victor, what do they think of ?
Why visit Victor ?
<i><b>Table 3</b></i>
How do you make sure all members of the community receive communication ?
How do we make sure communication reaches targeted audiences ?
Are our messages clear ?



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2. Land Use and Transportation	06/22/2006	TBA

**Members:** TBA

**Draft Charge:** To investigate and analyze the connection between land use and transportation. This will include how we address open space, best use of our agricultural assets, economic development (both commercial and residential) and its impact on our land and the community at large. The Task Force must additionally address the most feasible methods that we would use and the opportunities and challenges with preserving open space.

### *Our Critical Issues:*

#### ***Table 1***

What are alternative routes around town ?

Who pays for open space ?

What is an appropriate amount of open space ?

#### ***Table 2***

What are the tools available to the Town for purchasing open space ?

How do we finance our initiatives ?

How do we balance growth and the character of Victor ?

How do we work with State Boards ?

#### ***Table 3***

How should we create balance between occupied and open space, protecting the rights of all parties ?

How do we pay for open space ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
3. Town Customer Services and Infrastructure	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To investigate and analyze the current municipal services (by dept.) offered to our taxpayer / customers, along with their current levels of satisfaction and customer service. This Task Force will be divided into 13 subgroups, including: <ol style="list-style-type: none"> <li>1. Highway</li> <li>2. Water / Sewer</li> <li>3. Recycling</li> <li>4. Parks / Recreation</li> <li>5. Town Court</li> <li>6. Clerk</li> <li>7. Finance</li> <li>8. Informational Technology</li> <li>9. Planning</li> <li>10. Building</li> <li>11. Assessment</li> <li>12. Historian</li> <li>13. Supervisor's Office</li> </ol> <p>Each subgroup must examine best practices and offer recommendations for staff recruitment, shared village/town services, professional development and training to support cutting edge services to our citizens, delivered in a way consistent with our newly identified "Victor Town Brand."</p>

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
How should we set up an evaluation process for village/town employees ?
Do we have qualified people in the right positions ?
<i><b>Table 2</b></i>
What is our current status ?
Do we lack services in certain areas ?
How convenient are our services ?
What is the cost of centralizing services ?
When concerns regarding services are most common ?
Should we combine the Town and Village services ?
<i><b>Table 3</b></i>
How will customer service be measured ?
How will services be communicated ?
How will we assess needs of residents ?



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4. Fiscal Responsibility	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To analyze and investigate all Town services and amenities as related to their cost/benefit and the impact on tax rates. The Task Force will benchmark with other “like communities” and conduct a comparable analysis. Included in the discussion will be school and property taxes, assessments, sales tax rate, employee compensation and benefits as related to quality and delivery of services. The Task Force should prepare recommendations for the most cost effective solutions for supporting the highest caliber of services and quality of life we can achieve.

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
Do we have duplication of services that can be combined ?
What services do citizens really want ?
How stable is sales tax revenue ?
<i><b>Table 2</b></i>
What about cost of services to developments ?
What is the difference in cost of services for school age vs. non school age residents?
How do we return to the state that earned us the designation as one of the top two NYS communities to live in by <i>Money Magazine</i> ?
<i><b>Table 3</b></i>
Are there redundant services between the Village and Town?
Can any service be combined / streamlined / eliminated ?
How should we prioritize expenditures ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
5. Economic Development	06/22/2006	TBA

**Members:** TBA

**Draft Charge:** To investigate and analyze the type and scope of economic development we want for the community of Victor. This includes attracting jobs, retaining and expanding our businesses, potential incentives for businesses, patronizing local business, business to business connections, capitalizing on regional connections and locations, East View Mall, as well as, identifying any gaps in the types and location of businesses we want and need.

### *Our Critical Issues:*

#### ***Table 1***

How can we capitalize on regional connections ?

What inspires economic development that is within our control ?

#### ***Table 2***

What type of businesses would revitalize Main Street ?

How can we encourage people to shop in the Village ?

What can the Town do to encourage residents to support local businesses ?

What do other Towns do like Skaneateles do ?

Should there be a theme for businesses ?

#### ***Table 3***

How will we retain businesses we want here ?

How will we determine the type of businesses to attract ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
6. Quality of Life	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To investigate and analyze the opportunities for a satisfying quality of life in Victor. This will include discussion of our recreation and leisure activities, cultural events, appearance of our Town/Village, open space use and development, education and amenities, variety of businesses, convenience, aesthetics, as well as health and wellness. The Task Force should examine our opportunity to live peacefully in a community where we are proud to invite family and friends to visit, as well as live, work, play and retire.

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
What are the current recreational facilities and resources ?
What are we lacking in comparison to other communities ?
Do we have activities for all age groups ?
<i><b>Table 2</b></i>
Should there be a service center in the Village or Town ?
What should the housing be ?
How can we create an atmosphere that encourages those who grow up in Victor to stay ?
What is going to keep services here ?
How can we create an environment for our children that recognizes we are not just a community of land owners ?
How do we identify the quality of life we want ?
<i><b>Table 3</b></i>
How will we determine the resident priorities related to their quality of life ?
How do you balance conflicting priorities ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
7. Town Wide Facilities	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To analyze and investigate our current Town facilities as related to what we want, cost, priority of our needs, current building capacity of Town and Village Halls, Courts, Maintenance Buildings (Water, Sewer, Park) and other facilities which support Town governance and events. The Task Force must examine employee safety along with potential positive partnerships with the school district, private enterprise and other entities.

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
Have we outgrown our Town Hall ?
Is there a location in the Village that would accommodate our needs ?
Can vacant buildings be used ?
How adversely has growth impacted water/sewer facilities ?
<i><b>Table 2</b></i>
Should we combine services and or facilities between the Town and Village / School District ?
Should we buy or lease ?
Should we own or rent ?
How do we address building needs for employees and visitors ?
<i><b>Table 3</b></i>
How do we forecast municipal needs ?
How do we plan proactively ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
8. Village Revitalization	06/22/2006	TBA

**Members:** TBA

**Draft Charge:** To investigate and analyze the type of village we want, consistent with our desired quality of life and the Victor Brand. This will include all of the aspects, which would make us a world-class village. It includes aesthetics, building facades, village experience, services as well as the cleanliness and “presentability” of our village.

### *Our Critical Issues:*

#### **Table 1**

Should the Village have a separate identity ?

How important is it to revitalize the Village ?

How can we utilize placement of businesses to revitalize the Village ?

How do we revitalize the Village and retain our historic past ?

Does current Town and Village government structure impede revitalization ?

#### **Table 2**

How do you get people to come to the Village businesses and Eastview Mall ?

Does traffic interfere ?

Would a more attractive Village bring in more people ?

What unique things would bring people to the Village ?

How do other communities do this ?

Who should we benchmark against ?

#### **Table 3**

What is the anchor(s) that would start moving the Village forward ?

How do you plan for recruitment of Village anchors ?

What are simple things that can be done to improve curb appeal of Village ?

What would get people walking the streets of the Village ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
9. Housing and Community Diversity	06/22/2006	TBA

<b>Members:</b> TBA
<b>Draft Charge:</b> To investigate and analyze affordable housing with various market rates to accommodate a cross section of demographic groups. The Task Force must investigate creative options for groups including young professionals, families with children, empty nesters and other lifestyles. Additionally, the Task Force should examine our overall strengths and challenges as a diverse group of citizens living together.

<i>Our Critical Issues:</i>
<b>Table 1</b>
What is the cost, for a range of groups, to live in Victor ?
What price range of housing are we lacking ?
<b>Table 2</b>
How do we zone to attract a diverse balance of housing ?
What are the gaps in housing ?
<b>Table 3</b>
What is the current demographic pattern ?
What is the desired demographic pattern ?
What are the roadblocks to bringing in the desired demographic pattern ?



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<b>Task Force</b>	<b>Date</b>	<b>Facilitator</b>
#10 School District Partnership	06/22/2006	TBA

<b>Members:</b> TBA
<b>Charge:</b> To investigate possibilities for the highly regarded Victor Central School District to partner with the Town, providing opportunities for our diverse population to enhance their quality of living in Victor. These may include learning and educational programs, cultural events, workshops, recreation, sporting events, along with any other activities and special events which might provide benefit to the community. Additionally, the Task Force should examine ways in which we might share services and provide high impact in a fiscally responsible manner.

<i><b>Our Critical Issues:</b></i>
<i><b>Table 1</b></i>
How can the school district utilize community resources ?
How can the community utilize school resources ?
Can we develop an internship program between the school and government/municipal services ?
Can there be cooperation in budgeting ?
<i><b>Table 2</b></i>
How can we develop a line of communication between citizens and schools ?
How can we have a sense of community with the school ?
How can we involve our school students with the Town ?
How do we eliminate duplication of services so that we don't compete ?
<i><b>Table 3</b></i>
Do people want additional partnerships?
Is there enough interest among residents to warrant additional partnerships?