

MINUTES

Approved 6/10/08

**PLANNING, DEVELOPMENT, AND ENVIRONMENTAL QUALITY COMMITTEE**

**MAY 8, 2008 3:00 P.M. SCOTT HEYMAN CONFERENCE ROOM**

Present: M. Robertson, Chair; F. Proto; C. Chock; M. Sigler; P. Mackesey  
Staff: E. Marx, Commissioner of Planning and Public Works; C. Covert, Clerk of the Legislature; D. Teeter, Cooperative Extension; J. Kippola, Contracts Coordinator; J. Jurkovich, Deputy Commissioner of Planning; L. Schill, Planning Department; F. Bonn, Convention and Visitor's Bureau; J. Leccese, Planning Department; S. Stein, Advisory Board on Tourism Development; H. Filiberto, Tompkins County Area Development  
Guests: Ken Miller, Property Owner

**Call to Order**

The meeting was called to order at 3:02 p.m.

**Approval of Minutes**

It was MOVED by Ms. Mackesey, seconded by Ms. Chock, and unanimously adopted by voice vote, to approve the minutes of the April 10, 2008, meeting as submitted.

**Agricultural and Farmland Protection Board**

Public Hearing – Agricultural District No. 1

It was MOVED by Ms. Mackesey, seconded by Mr. Proto, and unanimously adopted by voice vote, to approve and submit the following resolution to the full Legislature for approval:

**RESOLUTION NO. – SCHEDULING A PUBLIC HEARING FOR ADDITIONS TO AGRICULTURAL DISTRICT NO. 1 (EAST SIDE OF CAYUGA LAKE)**

WHEREAS, Resolution No. 25 of 2004 designated an annual review period when landowner proposals for inclusion of viable agricultural lands within existing certified agricultural districts will be accepted for review and action by the Tompkins County Legislature, and

WHEREAS, Resolution No. 201 of 2007 revised the schedule of the annual review period so it begins February 1, and

WHEREAS, one landowner has requested addition of parcels totaling 24.95 acres to Tompkins County Agricultural District 1 and no landowners have requested addition of parcels to Agricultural District 2, and

WHEREAS, the County Legislature is required to hold a public hearing and act on such proposals within 120 days under New York State Agriculture District Law, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That the public hearing on additions to the Agriculture Districts of Tompkins County be held at the County Legislature meeting scheduled for June 3, 2008,

RESOLVED, further, That the Clerk of the Tompkins County Legislature is authorized to place proper notice, including tax parcel numbers and street addresses, of this public hearing in the official newspaper of the County.

**SEQR ACTION: TYPE II-20**

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Adding Parcels to Agricultural District No. 1

It was MOVED by Ms. Mackesey, seconded by Mr. Proto, to approve and submit the following resolution to the full Legislature for approval. A brief discussion followed concerning process.

Mr. Miller explained the request to return his parcels to the agriculture district. The parcels have been used as agricultural land by his family since 1951. By being in an agriculture district provides some protection against things that could hurt the operation. A few years ago he requested the parcels be taken out of the agriculture district, as there was low-income housing being proposed in that area at that time and he considered making land available for access to the housing. However, that did not occur and the Village of Dryden's Comprehensive Plan designates Mr. Miller's property as open space.

Mr. Marx spoke about the action taken by the Planning Advisory Board to not recommend including the parcels in the agriculture district because the Village had not provided a positive recommendation. He said the decision was based on the information it had from the review of this same request last year; he recommended that the Village be contacted and a request made for their current position on this prior to the public hearing. Most Committee members agreed that the Village should provide an update to their position on this matter.

Ms. Teeter agreed to contact the Village Mayor and the Planning Board Chair and request the information as stated above. In addition she will provide a map that shows the current agriculture districts in the area.

Ms. Chock expressed concern with the process with approving a resolution to add parcels to the agriculture district before a public hearing is held.

A voice vote resulted as follows on the resolution: Ayes – 5; Noes – 0. RESOLUTION CARRIED.

**RESOLUTION - ADDING PARCELS TO AGRICULTURAL DISTRICT NO. 1 (EAST SIDE OF CAYUGA LAKE)**

WHEREAS, Resolution No. 25 of 2004 designated an annual review period when landowner proposals for inclusion of viable agricultural lands within existing certified agricultural districts will be accepted for review and action by the Tompkins County Legislature, and

WHEREAS, Resolution No. 201 of 2007 revised the schedule of the annual review period so that it begins February 1, and

WHEREAS, one landowner has requested addition of parcels totaling 24.95 acres to Tompkins County Agricultural District 1 and no landowners have requested addition of parcels to Tompkins County Agricultural District 2, and

WHEREAS, this request has been reviewed and recommended for approval by the Agricultural and Farmland Protection Board, and

WHEREAS, this request has been reviewed by the Planning Advisory Board, which, based on objections expressed by the Village of Dryden in 2007, recommended not approving addition of parcels in the Village of Dryden, and

WHEREAS, the County Legislature held the required public hearing on such proposals on June 3, 2008, and

WHEREAS, the County Legislature is required to act on such proposals within 120 days under New York State Agriculture District Law, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That approval is granted for the requested additions to Agricultural District 1 of Tompkins County, as specified in the Explanatory Note below.

**SEQR ACTION: TYPE II-20**

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Explanatory Note: Addition of these parcels would result in new total acreage of District 1: 102,379 acres  
Owner of these parcels has requested they be added to the Agricultural Districts:

**Village of Dryden (Agricultural District #1)**

<u>SWSS</u> : 502401	<u>Parcel</u> : 8.-1-14.1	10.26 acres	Spring House Road (no street# assigned)
<u>SWSS</u> : 502401	<u>Parcel</u> : 8.-1-14.2	14.69 acres	Spring House Road (no street# assigned)

**Strategic Tourism Planning Board**

Budget Adjustment

It was MOVED by Mr. Proto, seconded by Mr. Sigler, and unanimously adopted by voice vote, to approve and submit the following budget adjustment to the Budget and Capital Committee for approval:

Room Tax Reserve	\$ 64,066	6475.54626	Tourism Marketing & Advertising Grants
Room Tax Reserve	\$ 98,000	6475.54628	New Tourism Initiative Grants
Room Tax Reserve	\$108,044	6475.54624	Tourism Project Grants

Explanation: Open another round of grants in 2008 since demand was high in Spring 2008.

Resolutions

It was MOVED by Ms. Chock, seconded by Ms. Mackesey, and unanimously adopted by voice vote, to approve and submit the following resolution to the full Legislature for approval. Mr. Bonn is in the process of confirming a date with the individual being recognized to receive the award and as soon as it is confirmed he will let Ms. Kippola know which Legislative meeting date would be appropriate.

**RESOLUTION NO. – AWARD OF TOURISM RECOGNITION AWARD**

WHEREAS, the Tompkins County Tourism Program owes its success to the alliance of tourism partners and supporters, and

WHEREAS, the Strategic Tourism Planning Board (STPB) and Planning, Development, and Environmental Quality Committee (PDEQ) wish to recognize individuals, organizations, and associations who through their actions or activities have made an impact on the local economy by attracting conventioners and visitors to Tompkins County, and

WHEREAS, the STPB and the PDEQ established a recognition reward program that includes the purchase of an engraved brick or paver for each award, and each will be placed on the Cayuga Waterfront Trail, and

WHEREAS, there are funds available within the Tourism Program budget the cost of a brick, and

WHEREAS, on June 11, 2007, Paige Morgan of the Double Reed Society, after planning and securing arrangements, attracted a week long event to the community that resulted in approximately 3000 hotel room nights, as well as thousands of dollars spent in shops, restaurants, and other businesses, now therefore be it

RESOLVED, on recommendation of the Planning, Development, Environmental Quality Committee, That Paige Morgan is awarded a Tourism Recognition Award,

RESOLVED, further, That the County Legislature thanks Paige Morgan for positively impacting the local economy.

**SEQR ACTION:** TYPE II-20

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It was MOVED by Ms. Mackesey, seconded by Ms. Chock, to approve and submit the following resolution to the full Legislature for approval. Mr. Proto expressed concern that more discussion was not held concerning the dollar amount referenced in the resolution and believes the policy should not be changed. He does not believe it is appropriate to abdicate the Committee's responsibility to an advisory board and that there should be an opportunity to weigh-in on which organization or municipality is getting the grant money.

Mr. Stein said the Strategic Tourism Planning Board is neutral on this and it has no impact on the board. The grants go through many steps during the process and this proposal will shorten the period of time applicants must wait before the money is available to the organization.

Ms. Robertson encouraged the Committee to approve this and believes there is ample time for Legislators to receive information and be part of the process. Ms. Mackesey referenced Mr. Proto's concern and agrees balance is important in awarding the money and that it is not disproportionately shared. She has been satisfied with the program and is comfortable with receiving quarterly reports. Ms. Chock said she would like to receive information concerning trends; Ms. Kippola said that information could be provided. In response to a question raised by Mr. Proto concerning liability, Ms. Kippola said there is no additional liability and the County is held harmless for any claims, damages, etc.

A voice vote resulted as follows: Ayes – 3 (Chock, Mackesey, and Robertson); Noes – 2 (Proto and Sigler). MOTION CARRIED.

**RESOLUTION NO. – DELEGATING APPROVAL AUTHORITY FOR CERTAIN TOURISM PROGRAM CONTRACTS**

WHEREAS, Resolution No. 103 of 1996 adopted a comprehensive rewrite of the administrative policy 01-10, which delegated specific approval authority of contracts by the Legislature, and

WHEREAS, this policy outlined authority to the Legislature to approve all Tourism Program contracts as follows: "Program committee recommends, full Legislature approves unless it delegates approval authority by specific resolution", and

WHEREAS, in 1996, there were approximately ten Tourism Program contracts per year, and the program has since grown to approximately seventy-five contracts per year, which is attributable to the growing success of the entire Tourism Program, and

WHEREAS, the Legislature appoints eighteen voting members to the Strategic Tourism Planning Board (STPB) for the purpose of reviewing grants and making recommendations to the Legislature, and

WHEREAS, a support position for the STPB is provided within County Administration to provide guidance, oversight, daily support, and grant review, and

WHEREAS, the support staff reads every grant, calls the applicants when pieces are missing, and then mails the full applications to STPB committee members. This panel of 5 - 6 people then reads the applications, reviews the detailed grant guidelines, meets as a committee and weighs each application's merits and prioritizes them, and

WHEREAS, the committee's recommendations then go to the full STPB, a 24-person board, with 18 voting members, which votes on the recommendations, and

WHEREAS, in the last seven years of the Tourism Grants Program, hundreds of grants have been awarded, but the Legislature has altered the recommendations of the STPB in only two or three cases, and

WHEREAS, in an effort to streamline the grants process and relieve program committee review time, it is recommended by the Strategic Tourism Planning Board that the Legislature delegate a specific amount of authority to approve certain grant approvals, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That the following authority is delegated to STPB and County Administration: All single-year contracts and grants less than \$30,000 may be awarded by the STPB and County Administration,

RESOLVED, further, That any contracts and grants from the Program's Tourism Capital line item must have both program committee and Legislature approval,

RESOLVED, further, That as any contracts and grants from the Program of \$30,000 or more will be approved by the program committee and Legislature,

RESOLVED, further, That County Administration will provide to the Legislature written quarterly updates to all Tourism Program activities, including grants awards.

**SEQR ACTION: TYPE II-15**

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It was MOVED by Mr. Proto, seconded by Ms. Mackesey, and unanimously adopted by voice vote, to prepare and submit a resolution to the full Legislature that amends Resolution No. 78 of 2008 correcting the dollar amounts for two grants as follows:

2008 Finger Lakes GrassRoots Festival from \$3,250 to \$3,000

2008 Grapehound Wine Tour from \$3,250 to \$1,804

Mr. Proto asked if the Committee could receive a report or update on the proposal being prepared by Legislator Hattery for the Budget and Capital Committee to consider, concerning room tax revenue. Ms. Mackesey agreed as a member of the Budget and Capital Committee that she would request that this Committee receive a report as well.

### **Planning Department**

#### **Resolution – International Council on Local Environmental Initiatives (ICLEI) Membership**

Ms. Schill stated the membership costs are being shared with the City and the amount in the resolution reflects a reduction from \$1,200 last year to \$800 this year as the County's cost.

It was MOVED by Ms. Mackesey, seconded by Mr. Sigler, and unanimously adopted by voice vote, to approve and submit the following resolution to the Budget and Capital Committee. It was stated that it is critical for the County to be a member to receive the necessary software and technical assistance.

#### **RESOLUTION NO. – APPROPRIATION FROM CONTINGENT FUND -- INTERNATIONAL COUNCIL ON LOCAL ENVIRONMENTAL INITIATIVES (ICLEI) MEMBERSHIP**

WHEREAS, Tompkins County joined the International Council on Local Environmental Initiatives (ICLEI) in 2001, which is a program for municipal governments to identify sources of greenhouse gas emissions within their jurisdictions and take actions to reduce such emissions, and

WHEREAS, Tompkins County completed an inventory of the greenhouse gas emissions from County government operations in 2001 and a Local Action Plan to Reduce Carbon Emissions for County Government Operations in 2003, and

WHEREAS, the Tompkins County's Local Action Plan to Reduce Carbon Emissions for County Government Operations established a goal to reduce the amount of carbon emissions from the operation of County government by 20 percent by 2008, and

WHEREAS, Tompkins County completed an update to its carbon emission inventory in Summer 2007 to assess how County government is progressing toward its reduction goal using the International

Council on Local Environmental Initiatives (ICLEI) software and technical assistance, and

WHEREAS, Tompkins County is currently developing a new Energy and Greenhouse Gas Emissions Element to the County Comprehensive Plan that will incorporate the findings from the carbon emissions inventory, and

WHEREAS, a goal of the Tompkins County Sustainability Program is the “[R]eduction of greenhouse gases and environmental toxins through energy reduction and conservation in county facilities and fleets...” by, in part, “[D]evelop(ing) a report that measures eCO2 emissions from 1998 to the present”, and

WHEREAS, membership in ICLEI will provide resources to assist Tompkins County in its greenhouse gas emissions reduction efforts and continue Tompkins County’s commitment to this effort, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee and the Budget and Capital Committee, That Tompkins County renew its membership with the International Council for Local Environmental Initiatives,

RESOLVED, further, That the Director of Finance is authorized and directed to make the following appropriation:

From:	Contingent Fund	1990.54400	\$800
To:	Dues & Memberships	1920.54400	\$800

**SEQR ACTION:** TYPE II-18

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Indicators of Success

Ms. Robertson asked Committee members to review the report and contact Ms. Schill with any questions. She will place this item on the agenda for the next meeting with a request that Committee members bring their copies.

Commissioner’s Report

Mr. Marx updated the Committee on the New York State Department of Transportation (NYSDOT) relocation project and said the County has been advocating for a number of years to relocate the facility from the City of Ithaca to another location and combine it with the residency of Cortland. A site had been identified in the Village of Dryden and said site was acquired. However, there are currently not enough funds to develop it. This project does not rank very high on the priority list of the DOT and Mr. Marx does not feel it will be implemented any time soon. Senator Seward had acquired \$3 million when this was originally presented. Former Chair Joseph wrote a letter earlier this year requesting that Upstate Initiative funds be allocated to support the movement of the DOT facility. There is a community effort to push this effort forward. Mr. Marx hopes to have a resolution from the both the County and the City of Ithaca to urge this project move forward, that it become a higher priority for upstate economic development and that funds previously allocated plus additional funds be used to support movement of the DOT facility.

Mr. Marx reported on a grant received for the sewer and water system analysis as a shared municipal initiative by Tompkins County Area Development, with cooperation of the Tompkins County Council of Governments.

Mr. Marx reported on the effort with the Village of Lansing to acquire an easement on lake front property along the shoreline on the east side of the lake. The owner of the property has elected to put that property on the market at prices that are “out of sight”.

At the last Committee meeting, Mr. Proto raised a question concerning capital reserve funds. Mr. Marx reported that the Finger Lakes Land Trust has two funds they maintain. One is a stewardship fund that is used to make future payments and the balance of that fund is approximately \$700,000. The other

fund is an operating reserve of approximately \$300,000 and they borrow from that account when they are doing projects.

Memos – Cornell Community Housing Initiative, and Housing Trust and Affordability Fund

Two memos were distributed to Committee members with their agendas. Ms. Robertson said action is not being requested at this time, but invited discussion and questions. Mr. Marx clarified that the funds would come from Community Development Block grant funds and cannot be used for any other purpose other than housing assistance or economic development. It was stated that there are enough funds to continue the existing homebuyer program as well as support this initiative. Mr. Marx clarified how the funds can and cannot be used for various housing projects. The County can use their funds outside the City as the City applies for their own funds through the Housing and Urban Development (HUD) program.

Ms. Robertson made a suggestion to change the memo as follows: Page 3, under Implementation, #4., change “Community Foundation” to “interim financial institution”. She encouraged Committee members to contact Mr. Marx if there were further questions regarding the memo or the Notice of Funding Availability (NOFA).

Resolution – Continue Homeownership

It was MOVED by Mr. Proto, seconded by Mr. Sigler, and unanimously adopted by voice vote, to approve and submit the following resolution to the full Legislature for approval:

**RESOLUTION NO. - AUTHORIZATION TO CONTINUE THE HOMEOWNERSHIP PROGRAM THROUGH USE OF PROGRAM INCOME FUNDS**

WHEREAS, the County received Small Cities Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD) administered by New York State in 1993, 1994, 1996, 1997, 1998, 1999, 2000, 2002, 2005, and 2007 for the purpose of continuing its successful existing home mortgage program for first-time homeowners, and

WHEREAS, the County operates a homeownership program that serves low-to-moderate first-time homebuyers, and

WHEREAS, the County operates through the provision of financing on which payment is deferred for five years, and

WHEREAS, the County repayment on these monies began in September 1995 and, under the rules of HUD Small Cities Program, these program income funds must be respent for like purposes as the original grants, and

WHEREAS, these funds will assist up to twenty families in Tompkins County to become first-time homeowners, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That the County hereby authorizes the use of Small Cities CDBG Program Income funds in the amount of \$600,000 for the home ownership program,

RESOLVED, further, That the County Administrator be authorized to execute any contracts related to this project,

RESOLVED, further, That the Director of Finance is authorized to make the following budget adjustment:

Revenue	CD8695.42411	Program Income	\$600,000
Appropriation	CD8695.54400	Program Expense	\$600,000

**SEQR ACTION: TYPE II-20**

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Resolutions – Transfers of Economic Development Revolving Loan Funds to TCAD

It was MOVED by Mr. Sigler, seconded by Ms. Mackesey, to approve and submit the following resolutions to the full Legislature for approval. Following a brief discussion, a voice vote resulted as follows: Ayes – 5, Noes – 0. RESOLUTIONS CARRIED.

**RESOLUTION NO. - AUTHORIZATION TO RESCIND  
RESOLUTION NO. 115 OF 2007 TRANSFER OF THE TOMPKINS  
COUNTY ECONOMIC DEVELOPMENT REVOLVING LOAN FUND  
TO TOMPKINS COUNTY AREA DEVELOPMENT, INC.**

WHEREAS, Resolution No. 115 of 2007 was intended to transfer the Economic Development Revolving Loan Fund in its entirety to Tompkins County Area Development, and

WHEREAS, it has been determined that the Fund will be administered through a grant program to Tompkins County Area Development, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That Resolution No. 115 of 2007 authorizing the transfer of the Tompkins County Economic Development Revolving Loan Fund to Tompkins County Area Development, Inc. is hereby rescinded.

**SEQR ACTION:** TYPE II-20

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**RESOLUTION NO. - AUTHORIZING GRANTING OF TOMPKINS COUNTY ECONOMIC  
DEVELOPMENT REVOLVING LOAN FUNDS TO TOMPKINS  
COUNTY AREA DEVELOPMENT, INC.**

WHEREAS, the Tompkins County Economic Development Revolving Loan Fund was established in 1998 and has been continuously and successfully implemented since that time, and

WHEREAS, the Tompkins County Economic Development Revolving Loan Fund has been capitalized through grants from the United States Department of Housing and Urban Development and from the New York State Governor's Office for Small Cities, and

WHEREAS, the Tompkins County Economic Development Revolving Loan Fund has been managed by the Tompkins County Planning Department since its inception, and

WHEREAS, Tompkins County Area Development, Inc., is the County's principal economic development agency, and

WHEREAS, Tompkins County Area Development, Inc., has successfully managed and operated its own Economic Development Loan Program, and

WHEREAS, many borrowers making use of the Tompkins County Economic Development Revolving Loan Fund also make use of programs managed by Tompkins County Area Development, Inc., and

WHEREAS, Tompkins County Area Development, Inc. has expressed its desire to receive a grant of Tompkins County Economic Development Revolving Loan Funds for the purpose of making economic development loans, and

WHEREAS, Tompkins County Area Development, Inc., has presented the Policy Guidelines and Operating Plan to guide such activities, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality Committee, That Tompkins County shall provide grants to Tompkins County Area Development, Inc. of Tompkins County Economic Development Revolving Loan Funds in a cumulative amount not to exceed five hundred thousand dollars (\$500,000.00) for the purpose of funding economic development loans to assist businesses that will provide economic benefits to Tompkins County and its residents,

RESOLVED, further, That Tompkins County approves and accepts the Policy Guidelines and Operating Plan to govern such activities by Tompkins County Area Development, Inc.,

RESOLVED, further, That these grants of the Economic Development Revolving Loan Fund will require Tompkins County Area Development, Inc., to

- Provide oversight and approval of loans through the Tompkins County Area Development, Inc., Finance Committee or its successors,
- Comply with all rules, regulations, and policies of the United States Department of Housing and Urban Development and the Governor's Office for Small Cities,
- Perform all administrative activities required pursuant to the use of funds from the United States Department of Housing and Urban Development and the Governor's Office for Small Cities, and
- Provide annual reports to the County on loan activity and performance,

RESOLVED, further, That County shall initially capitalize the TCAD Fund with a cumulative cash balance of two hundred and fifty thousand dollar (\$250,000), such amount to be derived from County's CDBG Economic Development Funds, and That the Finance Director is authorized and directed to make the following budget adjustment:

Revenue	8693.CD599	Appropriated Fund Balance	\$250,000
Appropriation	8693.54400	Program Expense	\$250,000

RESOLVED, further, That the grant program will be for the term of two years with an end date of June 2010 at which time this agreement may be extended, and additional funds added to the TCAD Fund upon approval of the Tompkins County Legislature of a new sum of money and term of agreement,

RESOLVED, further, That the County Administrator or his designee be authorized to execute agreements in order to effect this grant program consistent with this resolution.

**SEQR ACTION:** TYPE II - 20

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**RESOLUTION NO. \_\_ - AUTHORIZING THE DISSOLUTION OF THE  
TOMPKINS COUNTY ECONOMIC DEVELOPMENT  
REVOLVING LOAN FUND OVERSIGHT COMMITTEE  
AND TRANSFERRING RESPONSIBILITIES TO THE  
RURAL SMALL BUSINESS LOAN OVERSIGHT  
COMMITTEE**

WHEREAS, the Tompkins County Economic Development Revolving Loan Fund was established in 1998 to provide low-interest loan funds over \$50,000 to existing businesses, and

WHEREAS, these loans are made using repaid United States Department of Housing and Urban Development Small Cities Community Development Block Grant funds which are targeted for economic development activities to benefit low and moderate income persons, and

WHEREAS, Resolution No. 131 of 2006 authorized the Rural Small Business Loan Program as an additional activity under the Tompkins County Economic Development Revolving Loan Fund providing small business loans under \$25,000, and

WHEREAS, the Tompkins County Economic Development Revolving Loan Fund Oversight Committee was established to make loan recommendations for the Economic Development Revolving Loan Fund Program and the Rural Small Business Loan Program, and

WHEREAS, Resolution No. \_\_\_ of 2008 authorized the granting of Tompkins County Economic Development Revolving Loan Funds to Tompkins County Area Development, Inc., and

WHEREAS, Tompkins County Area Development will establish the TCAD Loan Committee with members of the Finance Committee of the TCAD Board of Directors to review and approve TCAD Revolving Loan Fund applications, now therefore be it

RESOLVED, on recommendation of the Planning, Development and Environmental Quality Committee, That the Tompkins County Economic Development Revolving Loan Fund Committee be dissolved with the transfer of the Revolving Loan Fund to TCAD,

RESOLVED, further, That the Planning Advisory Board will establish a Rural Small Business Loan Oversight Committee,

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RESOLVED, further, That the Rural Small Business Loan Oversight Committee will make small business loan recommendations to the County Legislature based on information provided in a loan application and review of credit worthiness,

**SEQR ACTION:** TYPE II-20

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**Executive Session**

It was MOVED by Mr. Proto, seconded by Ms. Chock, and unanimously adopted by voice vote, to hold an executive session to discuss potential litigation and a contractual matter. An executive session was held at 4:48 p.m. and returned to open session at 5:07 p.m.

Mr. Sigler was excused at 5:03 p.m.

**2008 Committee Goals**

It was MOVED by Mr. Proto, seconded by Ms. Mackesey, and unanimously adopted by voice vote by members present, to approve the 2008 Committee goals as presented.

**Adjournment**

The meeting adjourned at 5:08 p.m.