

**PLANNING ADVISORY BOARD**  
**Tuesday, April 11, 2023**  
**Via Zoom**  
**FINAL MEETING MINUTES**

**Members Attending**

Name		Representation	Name		Representation
Liddy Bargar	P	Human Services	Gay Nicholson	P	At-Large
Joe Bowes	P	Housing	Christine O'Malley	P	Cultural/Historic Preservation
Fernando de Aragón	P	Transportation	C.J. Randall	P	Local Planning (non-urban)
Jordan Decker	P	Energy	Leslie Schill	P	Education #2
Yamila Fournier	P	Built Environment	Andy Zepp	P	Land Preserv./Public Land Mgmt.
George Frantz	P	Agriculture			
David Herrick	P	Facilities/Infrastructure	<b>Others Present</b>		
David Kay	P	Local Planning (urban)	Katie Borgella	P	Commissioner
Thomas Knipe	E	Business	Abigail Conner	P	Environmental Planner
Anne Koreman	P	County Legislature	Joan Jurkowich	P	Planning Administrator
Ernie McClatchie	P	Education #1	Kristin McCarthy	P	County Staff
Heather McDaniel	E	Economic Development	Megan McDonald	P	Deputy Commissioner

**Guests:** None

**Call to Order/Agenda Review and Changes/Privilege of the Floor:** Chair C.J. Randall called the meeting to order at 4:02pm. No changes to agenda and no privilege of the floor. Members spent a few minutes talking about revised FEMA floodplain maps and community outreach.

**Action: Approval of Draft Minutes (March 2023):** The draft March 2023 minutes (moved by Anne Koreman, seconded by Jordan Decker) were approved as submitted.

**Report: Strategic Operations Plan - Introduction** – Megan McDonald, DPS

Megan provided the board with a high-level overview of the County Strategic Operations Plan, which is funded through an Appalachian Regional Commission grant and is in the beginning stages of development. Used to prioritize investments in government operations, it is envisioned as a living, measurable document that would be shorter term (two- to five-year window) in nature than the County Comprehensive Plan, with objectives possibly evolving year to year. Her report and the Q&A discussion touched on numerous topics: assessing and aligning County resources with organizational and community needs; the importance of incorporating core County organizational values such as diversity, equity, inclusion, and justice; identifying ways to track, update, implement, and communicate plan recommendations on an ongoing basis; challenges related to communicating differences between a strategic operations plan and comprehensive plan; and more. Possible next steps include hiring a consultant to execute plan development and forming a steering committee composed of key County staff from various departments to coordinate with the selected consultant.

**Report/Discussion: Preparing for the Comprehensive Plan Update – Updating County Strategies**

– Joan Jurkowich, DPS

Joan reported to the group on preparations to update the county's comprehensive plan. Her presentation provided historical background on the current and previous comp plans and related topic area strategies (e.g., housing, energy, tourism, and others), as well as a possible timeline and approach for working on the next iteration. Her talk and the Q&A discussion covered multiple topics, including whether certain strategies should be updated before or after the comprehensive plan, setting a schedule for PAB to review the documents, coordinating with development of the strategic operations plan, and more.

**Report/Action: Natural Infrastructure Capital Program Funding Request** – *Abigail Conner, DPS*

Abigail reported on a Natural Infrastructure Capital Program funding request of \$70,434 for four acquisition projects, which if awarded would bring the fund balance to \$820,749. She thanked members of the PAB's Natural Infrastructure Capital Program Committee for reviewing the submissions and providing recommendations. Referencing materials provided in the meeting agenda packet, she shared highlights from the proposals themselves and the committee's findings. Abigail's report and subsequent discussion covered fund background, project eligibility, revisiting "program purpose" language in guidelines, stream protection, capital improvements, trail connectivity, zoning and traffic safety, public access, wetland conservation, pollinator-friendly habitats, and more. All four requests were for Finger Lakes Land Trust conservation projects; PAB member Andy Zepp, who serves as the Land Trust's executive director, answered questions as needed but recused himself from the vote.

**Action:** Anne Koreman made a motion, which Gay Nicholson seconded, to recommend the Tompkins County Legislature approve the use of \$70,434 in funds from the Natural Infrastructure Capital Program to support the following four projects: \$3,600 to acquire the 11.4-acre Cornelius addition to the Etna Nature Preserve (Town of Dryden); \$27,666 to protect 48 acres of the Robinson Estates to create a wetland conservation area (Town of Newfield); \$31,168 to acquire the 23-acre Thompson addition to the Cayuga Cliffs Preserve (Town of Lansing); and \$8,000 to acquire the 8.5-acre Whyte addition to the Lindsay-Parsons Biodiversity Preserve (Town of Danby). Motion carried, with Andy Zepp abstaining.

**Member Items**

Members reflected on death of long-time County legislator Dooley Kiefer and her many contributions to the community. They also shared news regarding a Climate Migration Rustbelt seminar, transportation equity assessment survey, more information on FEMA flood map open houses, and other items of interest.

**Adjournment:** Chair C.J. Randall adjourned the meeting at 5:05pm.