



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850 FAX: 518/453-0856

WEB SITE AT <http://cdrpc.org>

E-MAIL: cdrpc@cdrpc.org

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Environmental Planner

Martin R. Daley

Assistant Planner

Daniel M. Harp, Jr.

Financial Officer

Timothy M. Canty

Office Manager

Donna M. Reinhart

Planning Intern

Bryan Jackson

COMMISSION MEETING

8:30 am, Wednesday, October 15, 2014

CDRPC Office
One Park Place
Albany, New York
453-0850

AGENDA

1. Welcome & Introductions
2. July 16th, 2014 Meeting Minutes*
3. Financial Statement through September 30th, 2014 (Memo 14-20)*
4. Hilltown Regional Training Center Memo (14-21)*
5. Personnel Change (David's Retirement, (Memo 14-22)
6. Appointment of Nominating Committee by Chair
7. Mapping Presentation by Todd Fabozzi, (Memo 14-23)
8. LTCP – CSO Update (Memo 14-24)
9. Staff Activity Report
10. Other Business
11. Next Commission Meeting Date: December 17th, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

July 16, 2014

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Bill Bruce, Michael Morelli, Kristin Swinton, Michael Whalen, Judy Breselor, Stan Brownell, Michael Stammel, Phil Barrett, Paul Sausville, Don Ackerman, Gary Hughes, Barbara Mauro

ABSENT: Lucille McKnight, James Shaughnessy, Jacqueline Stellone, Fred Acunto, Jason Kemper, John Murray, Matthew Martin, Joe Landry

1. Welcome & Introductions

Paul Stewart and Michael Zovistoski from UHY, LLP were in attendance.

2. May 21, 2014 Meeting Minutes

The minutes were distributed before the meeting. No corrections were made.

Action Taken

Don Ackerman made a motion to approve the minutes and Stan Brownell seconded. The motion was approved unanimously.

3. Financial Statement through June 30, 2014

The financial statement represents activities through June 30, 2014. For the first six months of the year, revenues are at 50% and expenses are at 42%. There is approximately \$234,145 cash in the bank including one CD and outstanding receivables totaling \$254,524

Second quarter invoices were sent out to the billing agencies for the CDYCI, Combined Sewer Overflow, Water Quality, NYSERDA, and the UPWP work programs.

It was noted that the internet line item is at 85% of budget and will need to be adjusted for 2015 and unemployment is at 112% of budget due to the staff changes this year.

Action Taken

Barbara Mauro made a motion to approve the financial statement and Mike Morelli seconded. The motion was approved unanimously.

4. 2013 Audit Report, Presentation by UHY LLP Certified Public Accountants

A copy of the FY-2013 Audit Report prepared by UHY LLP was sent out prior to the meeting for review.

Paul Stewart and Michael Zovistoski went over the Audit Report with the Board. Included in the Audit Report is a Required Communications Letter and Analysis that provides an overview of the financial activities for the year ending December 31, 2013.

Action Taken

Mike Stammel made a motion to approve the 2013 Audit Report and Gary Hughes seconded. The motion was approved unanimously.

5. 2015 Proposed Preliminary Budget

The adoption of the Preliminary Budget will allow us to send out the Commission's request for next year's county contributions. The counties are preparing their FY 2015 budgets and need to receive our budget request for inclusion in their budget proposals. Overall, the 2015 proposed budget is 2% greater than the 2014 budget. A final budget will be prepared for the December Commission meeting.

The amount requested from each county will remain the same as 2014. The total amount requested has remained unchanged since 2004 and is less than the amount received in 2002. Per the inter-municipal agreement, any adjustments by one county, proportionately impacts the contributions from the remaining three counties.

The current NYSERDA grant is a three year program and it is anticipated that funding is available for the third year. However, a new contract for the period May 1, 2014 through June 30, 2015 has not been received. It is unclear at this point if there will be funding available beyond the three year program after June, 2015.

The CSO grant will remain the same as 2014. CDRPC has been designated as the entity responsible for project management on behalf of the Albany Pool communities and will be reimbursed for actual hours worked on the project.

The Economic Development Administration (EDA) grant is for the period July 1, 2014 through June 30, 2015. Funding for the current grant has been increased to \$70,000, an amount we had previously received prior to this year.

The Water Quality program is funded from April 1, 2014 through March 31, 2015 and we anticipate a similar amount of funding will be available for 2015-2016. The UPWP contract is also for the period April 1, 2014 through March 31, 2015 and a similar amount of funding is anticipated for the period beginning April 1, 2015.

Two expense line items have been added to the proposed 2015 budget. Conference Registration/Sponsor was added to separate expenses associated with our Spring and Fall

Planning & Zoning workshops (“CDRPC Workshops”). This new line item will only include expenses associated with conference/workshop registration staff attends and events CDRPC has been asked to make a financial contribution as host. Under “CDRPC Workshops”, it will only include expenses related to the Spring and Fall Planning & Zoning workshops. Banking Fees has also been added due to higher fees being applied to our bank accounts. Previously, bank related expenses were listed under Miscellaneous.

Based on the preliminary proposed budget, there will be a need to draw down \$25,784 from the Fund Balance. However, given the amount in the fund balance, there will be no impact on operation in doing so.

Action Taken

Barbara Mauro made a motion to approve the 2015 Preliminary Budget and Gary Hughes seconded. The motion was approved unanimously.

6. LTCP CSO

Draft documents to create the Local Development Corporation have been prepared and are being reviewed by the Environmental Facilities Corporation (EFC) to incorporate language to allow for the financing of projects through EFC. Several of the communities will be going through EFC for bonding support. Meetings continue to be held once a month with DEC for guidance and updates. The financial and capital improvement plans are also underway. Meetings are being held with the financial managers from each of the six communities to discuss funding options to pay for the improvements outlined in the Plan.

The Albany Pool Communities Intermunicipal Agreement and LDC bylaws are close to being completed and will be reviewed by EFC.

CDRPC applied for CFA funding for a Green Infrastructure Model Local Code program, Green Infrastructure Design Guidelines for CSO communities, and development of a Green Infrastructure Banking System. The total grant amount requested from the Department of State is \$321,750.

7. Staff Activity Report

Staff has created over 40 new maps for an updated “Capital District Web Atlas” that are available on our website.

School enrollment projections have been completed for Mohonasen School District as well as Niskayuna Central School District. Five year projections are underway for the Averill Park Central School District. Dan Harp is now responsible for preparing school enrollment projections.

Staff continues to work on the Journey to Work data that was received from the Census Bureau. CDRPC is under subcontract with CDTC to identify the number of workers

going from one location to another, along with their means of getting there. This information is available on our website.

8. Other Business

Stan Brownell mentioned that he received feedback from a planning board member regarding the June Planning & Zoning Workshop held at HVCC. It was expressed that the mock planning board meeting that was done at the 2013 workshop was very helpful and informative and would like to see again at future workshops.

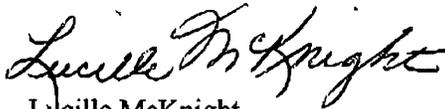
9. Next Commission Meeting

The next CDRPC Commission meeting is scheduled for October 15, 2014 at 8:30am.

Adjournment

Mike Stammel made a motion to adjourn the meeting and Gary Hughes seconded. The motion was approved unanimously.

Respectfully submitted,



Lucille McKnight
Secretary



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MEMORANDUM (#14-20)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2014

Re: Financial Statement through September 30th, 2014

Enclosed for your review and approval are the current financial statements through September, 2014.

Through the first nine months of the fiscal year, revenues are at 81% of the budgeted amount and expenses are at 63%. Par = 75%. The rent and health insurance expenses represent 10 months worth of payments. The consultant line item is higher than budgeted due to the hiring of Zone 5 to assist in the redesign of our web site, an item that was not included in the original budget.

An invoice was sent to Saratoga and Schenectady Counties for the fourth quarter payment. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly. Second quarter invoices were sent to the appropriate billing agencies for the CDYCI, Combined Sewer Overflow, Water Quality, NYSERDA, and the UPWP (Transportation) work programs.

On the Balance Sheet, the Accounts Payable is the money owed to the consultants working with CDRPC under the NYSERDA contract and they will be reimbursed once payment is received from NYSERDA by CDRPC.

Also as noted on the Balance Sheet, on September 30th we had \$190,875 cash in the bank and outstanding receivables totaling \$297,533 which reflects the third quarter billings through September 30th. We also have one Certificate of Deposit.

CD #	Value	Expires
943799	\$ 35,212.63	November 23, 2014
Total: \$ 35,212.63		

Capital District Regional Planning Commission
Income Statement by Month
January through September 2014

	Budget	Jul 14	Aug 14	Sep 14	TOTAL	Percent
Income						
						Par=75%
R2390.1 · Albany County	\$ 74,590	\$ 37,295	\$ -	\$ -	\$ 74,590	100%
R2390.2 · Rensselaer County	39,091	19,546	0	0	39,091	100%
R2390.3 · Saratoga County	53,847	13,462	0	13,462	53,847	100%
R2390.4 · Schenecatady County	37,938	9,485	0	9,485	37,938	100%
R2401 · Interest & Earnings	300	2	3	3	29	10%
R2770.1 · Miscellaneous Revenue	100	0	0	0	0	0%
R2770.3 · Contractual Services	20,000	3,500	0	0	12,300	62%
R2770.4 · Foreign Trade Zone	30,000	6,250	0	0	25,000	83%
R2770.5 · Conference & Special Events	6,000	0	0	0	3,350	56%
R2770.6 · Youth Center Facility	82,000	0	0	20,500	61,500	75%
R3900.3 · NYSERDA	72,000	0	0	12,141	41,530	58%
R3900.6 · LTCP - CSO	150,000	0	0	41,516	132,381	88%
R4000.2 · Economic Development (EDA)	60,000	0	0	15,375	39,203	65%
R4000.3 · Water Quality (604(b))	40,000	0	0	10,987	28,947	72%
R4000.4 · Federal Highway Aid (UPWP/PL)	150,000	0	0	43,870	114,989	77%
Total Income	\$ 815,866	\$ 89,539	\$ 3	\$ 167,339	\$ 664,695	81%
Expense						
E1010 · Salaries	\$ 440,000	\$ 35,197	\$ 35,302	\$ 34,805	\$ 317,010	72%
E1030 · Temporary Services	14,000	1,650	1,645	1,089	8,982	64%
E2010 · Office Equipment	5,000	229	229	1,061	4,420	88%
E2020 · Furniture & Furnishings	1,000	0	0	0	0	0%
E4020 · Workshops/Conferences	6,000	90	0	250	5,601	93%
E4030 · Consultant Services	11,000	7,500	0	5,000	14,118	128%
E4040 · Agency Memberships	4,500	2,000	0	0	3,575	79%
E4051 · Computer Supplies & Software	5,500	0	0	0	3,758	68%
E4055 · Data Purchases	500	0	0	0	150	30%
E4060 · Equipment Maintenance	1,500	0	0	0	0	0%
E4070 · Office Supplies	3,000	39	274	134	1,606	54%
E4080 · Books/Journals	750	0	55	0	280	37%
E4090 · Printing/Publishing	8,600	68	0	640	5,242	61%
E4110 · Rent	64,000	4,970	5,025	4,986	49,833	78%
E4120 · Telephone	4,500	291	293	293	2,708	60%
E4121 · Internet	1,000	89	89	89	1,112	111%
E4130 · Travel	10,000	1,116	1,165	1,705	5,209	52%
E4140 · Equipment Repair	500	0	0	0	0	0%
E4150 · Postage	3,000	59	0	199	1,331	44%
E4160 · Miscellaneous	1,000	29	21	36	376	38%
E4170 · Payroll Services	2,100	161	167	158	1,547	74%
E4190 · Contingent Fund	1,016	0	0	0	0	0%
E4200 · Insurance - General	1,500	0	0	0	1,410	94%
E4210 · Meeting Expenses	1,800	55	202	53	979	54%
E4260 · Bad Debt Expense	0	0	0	0	0	
E8000 · Depreciation Expense		0	0	0	0	
E8010 · NYS Retirement	92,000	0	0	0	0	0%
E8020 · Compensated Absences Expense		0	0	0	0	
E8030 · FICA-Employer	35,600	2,880	2,888	2,821	25,494	72%
E8040 · Workers' Comp & Disability Ins.	3,000	0	0	0	1,974	66%
E8050 · Health Insurance	90,000	4,926	4,926	4,926	53,991	60%
E8060 · Unemployment Ins. (FUTA/NYSUI)	1,500	89	52	34	1,856	124%
E8070 · Professional Memberships	1,000	200	0	0	600	60%
E8080 · Continuing Education	1,000	250	210	0	460	46%
Total Expense	\$ 815,866	\$ 61,888	\$ 52,542	\$ 58,277	\$ 513,619	63%
Net Income		\$ 27,651	\$ (52,539)	\$ 109,062	\$ 151,076	

Capital District Regional Planning Commission
Balance Sheet
As of September 30, 2014

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Key Bank - Checking	\$ 33,466
A200.1 · M & T - CD	35,213
A201 · KeyBank Money Market	<u>157,409</u>
Total Checking/Savings	<u>226,088</u>
Accounts Receivable	
A300 · Accounts Receivable	
A380 · A/R from Private Persons & Orgs	20,500
A410 · A/R from NYS & Federal	67,527
A440 · A/R from Other Gov't Entities	<u>209,506</u>
Total A300 · Accounts Receivable	<u>297,533</u>
Total Accounts Receivable	297,533
Other Current Assets	
A210 · Petty Cash	180
A480 · Prepaid Expenses	<u>659</u>
Total Other Current Assets	<u>839</u>
Total Current Assets	<u>524,460</u>
Total Fixed Assets	<u>4,399</u>
TOTAL ASSETS	<u><u>\$ 528,859</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 · Accounts Payable	\$ 18,020
Total Accounts Payable	<u>18,020</u>
Other Current Liabilities	
A691 · Deferred Project Revenue	2,125
L631 · Compensated Absences	<u>26,713</u>
Total Other Current Liabilities	<u>28,838</u>
Total Current Liabilities	46,858
Long Term Liabilities	
A909 · Fund Balance - Unreserved	<u>333,132</u>
Total Long Term Liabilities	<u>333,132</u>
Total Liabilities	379,991
Equity	
32000 · Unrestricted Net Assets	(2,207)
Net Income	<u>151,076</u>
Total Equity	<u>148,868</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 528,859</u></u>



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MEMORANDUM (#14-21)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2014

Re: Proposal to Add the Hilltown Regional Fire Training Center to the EDA Approved Projects Listing

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From time to time, at the request of a project sponsor, CDRPC will add a project which is eligible for funding from the U.S. Department of Commerce, Economic Development Administration to the Commission's EDA Approved Projects listing.

The Hilltown Regional Fire Training Center Corporation, a newly incorporated 501(c)(3), has requested that their project to construct a Fire Training Tower, located in East Berne on SR 443, be added to the EDA Approved Projects listing. The Fire Training Center Corporation anticipates applying for a grant under EDA's FY2012 Disaster Assistance Relief, CFDA # 11.307, which closes on March 27, 2015. The project will benefit the 11 volunteer fire companies of southern Albany County and the communities that they serve. The 11 Departments included are as follows:

Berne Fire Company
Coeymans Hollow Volunteer Fire Company
East Berne Fire Company
Guilderland Center Fire Department
Knox Fire Department
Medusa Fire Department
New Salem Fire Department
Onesquethaw Volunteer Fire Company
Rensselaerville Volunteer Fire Department
Voorheesville Fire Department
Westerlo Fire Company

The fire training tower will provide a place for the departments to meet minimum training standards for volunteer firefighters, including a place to conduct live fire training, ladders, hose and engine company operations. Volunteers are required to participate in certain training activities to keep up with fire training standards, and new firefighters are now required to take a State minimum of 120 hours of training before participating as firefighters. The tower will provide a place to conduct the State-required classes.

Total cost for the facility is estimated to be \$941,973, and the Hilltown Regional Fire Training Center Corporation anticipates requesting a grant from EDA in the amount of \$750,000, with the remainder funded from State and county grants and projects. Once the training facility is constructed, the ongoing maintenance costs will be funded through a member fees/dues program. Fire companies using the facility on an annual basis will pay annual dues and will be allowed unlimited use of the tower. Companies wishing to use it only occasionally may pay a per-use fee. Most, if not all, will be annual members, likely all 11 Hill Town fire companies. Local EMS and law enforcement agencies may be interested in using the facility as well, and this will supplement the revenue stream for ongoing expansion and maintenance.

In Albany County, there are currently only three fire training tower facilities:

- one in the Town of Bethlehem, which is reserved for Delmar, Elsmere, Slingerlands, Selkirk and North Bethlehem fire departments (the tower is closed to other departments),
- one in Guilderland Center, which is exclusive to the Town of Guilderland, and
- one in the Town of Colonie (the Municipal Training Center), which is currently used by the State for training classes, primarily for the Town of Colonie.

In 2013, two of the three facilities were out of service for repairs (8 months each) and both Bethlehem and Guilderland are aging to the point that they will need replacement in the near future.

The proposed project satisfies several of the regional objectives and strategies outlined in the Capital District Comprehensive Economic Development Strategy and recommends that the Board of Commissioners approve the addition of the Hilltown Regional Fire Training Center to the EDA Approved Projects listing.



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MEMORANDUM (#14-22)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2014

Re: David Wardle's Retirement

David Wardle announced that he will be leaving the Commission on November 15th. David began his employment at the Commission on October 24, 1990 and has been a tremendous asset to the Commission. He has been responsible for the range of Economic Development related program activities here at CDRPC including maintenance of CDRPC's website and a large percentage of the data sets that are included on the site. He has also maintained the financial records of the Commission as well as CDYCI and, as you are aware, there has never been an issue raised by the auditors about our financial record keeping. He has been an invaluable employee here at CDRPC whose technical skills working with data sets are second to none.

We all wish David the best of luck as he takes on new ventures during his retirement years.



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MEMORANDUM (#14-23)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2014

Re: GIS Based Capital District Atlas

Staff will make a presentation on the recently updated Capital District Atlas. In 1999, the Commission produced its first GIS-based atlas, which was published as a hard copy booklet and underwritten by Troy Savings Bank. Since that time the Commission has maintained, updated, and expanded its GIS data, publishing regional maps on the website, and utilizing the GIS for myriad planning projects and analysis queries.

The recent Atlas update includes over forty new maps, which have been added to a newly revamped digital "Maps" section of the Commissions website. Staff will highlight a sampling of the new maps and what they reveal about the geography of the Capital District.



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To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2014

Re: Long Term Control Plan – Combined Sewer Overflow Study

The draft Inter-Municipal Agreement (IMA) and Local Development Corporation guidance documents for the Albany Pool communities to implement the Long Term Control Plan to control discharges from combined sewer systems per the requirements outlined in the Order on Consent have been submitted to DEC.

Work continues on the Financial and Capital Improvement Plans. A series of meetings have been held with the financial managers from each of the six communities to discuss funding options to pay for the improvements outlined in the Plan. Albany and Troy have applied to the Environmental Facilities Corporation's Intended Use Plan for long-term bond financing. The other communities will rely on their own cash, short term financing, or credits to move forward with their proportional share of the program

With EFC financing comes some regulatory requirements. We believe that because the implementation of the LTCP is a requirement by the Order on Consent, that the projects carried forward under Order are "Type II" actions under the State Environmental Quality Review Act (SEQRA), and as such exempt for further regulatory review. We will be meeting with the State Historic Preservations Office (SHPO) in the coming weeks to determine the most efficient way to move through SHPO review of our projects slated for the next three years of financing through EFC. We anticipate closing on financing for Albany and Troy no later than early February.

CDRPC prepared and delivered the program's first semi-annual report to the DEC, the first of several 6-month reports as required during the next 15-years of project activity.

A model single-community program, based on Onondaga County's web-based system, is being developed for the APC's Sewage Discharge Notification System. Once in place in 2015, the notification system will ultimately serve the dual purposes of both the sewer right-to-know notification, as required under Compliance with the requirements of Sewage Pollution Right to Know Act, and

the public advisory notification proposed as part of the Albany Pool CSO LTCP to provide the public with a better understanding of CSO impacts on the water quality of the Hudson River and its tributaries.

DEC issued a comment letter for the APC's Post Construction Monitoring Program, a sampling and evaluation program that will be periodically employed to test water quality in the Hudson and its tributaries. The communities will evaluate the DEC comments and determine the magnitude of modifications the Pool could make to the program that would accommodate more stringent testing and sampling.

Several LTCP projects met significant milestones in the previous six months. The Village of Cohoes' Albany Avenue Green Street was completed, Albany's Upper Washington Ave. and Melrose neighborhood groundwater recharge basins were completed, and Albany's McCormack Rd. pump station improvements became operational. Completed plans and specifications were submitted to the Department for Albany's Quail St. Green Street Project, Rensselaer County sewer District's Troy pump station upgrades, and the City of Cohoes' George St. sewer separation project.

The APCs and County Sewer Districts continue to meet twice per month at CDRPC with project consultants and support staff. CDRPC and the support staff also meet with DEC once a month to report on project implementation, obtain program guidance, and generally be available for LTCP implementation questions and concerns.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT

July 7, 2014 through October 5, 2014

A. ADMINISTRATION

1. The 2014 Q3 billings are being prepared for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, CSO administrative contract; and the NYSERDA Climate Smart Communities Pilot Project.
2. David Wardle announced that he will be leaving CDRPC effective November 15th (See Memo 14-22). The job description of Economic Development Planner/Project Manager to fill the vacancy has been prepared and distributed through the New York Upstate Chapter of the American Planning Association. The ad will also be placed in the Times Union Thursday/Sunday edition.
3. A contract has been signed with Zone 5 to upgrade and redesign the CDRPC web site. Zone 5 has met with individual staff persons to discuss and seek input on the suggested site plan.

B. REGIONAL PLANNING

Regional Information System & Data Services

1. The staff responded to approximately 45 call-in and e-mail data requests during the reporting period.
2. For the three quarters of 2014, CDRPC's website received 425,500 page hits, down 16.2% from 2013, and 61,000 visitors, down 4.0% from the same months in the previous year.
3. The staff continues to update and maintain its GIS, and to provide GIS products and services to local governments, agencies and citizens on request. Staff continues to serve on the NYS Geospatial Advisory Council. Staff is also providing assistance to the CEG/National Grid NY-Sites (formerly TV MAP) web-based GIS infrastructure data initiative.
4. Five- year school enrollment projections for the Averill Park Central School District have been completed and a draft report has been submitted to the School District.
5. Enrollment projections for the Shenendehowa and Ballston Spa School Districts are underway.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

6. Staff has participated in the development of the Albany County Land Bank and has offered assistance in the development of a centralized information system. Staff will assist in coordinating between various municipalities and organizations for building such a system.

Water Quality Planning

1. Staff continues to work on the 604(b) water quality program, including participation in county water quality coordinating committee activities, MS4 committees, and providing technical support to the counties and local communities.
2. Staff continues to assist the Executive Committee of the Mohawk River Watershed Plan. Staff is involved in plan development and review of technical studies. The plan is being developed by a consortium of soil and water conservation districts. Staff also continues to serve on the Mohawk River Basin Steering Committee, which is a partnership between NYSDEC, NYDOS, and Congressman Tonko's Mighty Waters Taskforce.
3. Staff continues to coordinate the Albany Pool Combined Sewer Overflow Long Term Control Plan. Staff tracks projects according to the LTCP Schedule of Compliance and has assisted APC communities to certify milestones. The draft APCs Intermunicipal Agreement and LDC have been delivered to DEC for comment. The Financial and Capital Improvement Plans, Discharge Notification System, and Maintenance and Inspection plans are under development. (See Memo 14-24).
4. Staff has been reengaged into planning and technical assistance for the Tivoli preserve. Supported by a DEC Estuary grant of \$30,000, the City of Albany hired a consultant team lead by Place Matters to engage the community surrounding the preserve. The goal of the effort is to build consensus and not only a vision for what the future of this underutilized resource will look like, but a road map to get there. Staff was previously involved in the Preserve's Patroon Creek Daylighting study.

Transportation and Land Use

1. The staff continues to participate on CDTC's Planning Committee, Bike/Ped Taskforce, Capital District Clean Communities Coalition and the Regional Linkage Forum.
2. Selected data sets from the American Community Survey continue to be provided to CDTC to assist in their evaluation as part of their New Visions Plan update.
3. CDRPC has participated in the Complete Streets Task Force created by CDTC to offer policy recommendations on how to incorporate complete street design criteria in the planning review process.
4. Staff is participating on the Environment and Technology New Visions Update Taskforce.
5. Staff is working with The NYS Canal Corporation, facilitating the update of the NYS Canalway Recreation Plan.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

6. Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Linkage studies underway include: the Clifton Park Form Based Code linkage study, the Town of New Scotland Hamlet Zoning, and the Guilderland/Westmere Western Ave Linkage Study.
7. The second year of the NYSERDA-funded Climate Smart Communities Pilot grant was concluded on May 22nd. We are still awaiting word on the award of a third year of grant funding.

Human Resources & Criminal Justice

1. The Juvenile Detention Facility utilization was 89.3% for July 2014, 95.2% for August, and 95.8% for September. The utilization rate is continuously being monitored to determine if another rate adjustment will be necessary. However, based on the activities of the last three months, it would appear that no further rate adjustments will be necessary. In April, the CDYCI Board increased the per diem rate from \$626.77 to \$725.41.
2. Billings to the counties using the Facility were computed and sent out through September 2014.

Economic Development

1. Data files continue to be updated and spreadsheets prepared on a monthly basis for public distribution, including Employment/Unemployment and CPI/PPI data. In addition, CDRPC continually maintains and enhances its Web site on an ongoing basis to include new and updated materials as they become available.
2. The Journey-to-Work data for the nation's 3,221 counties was obtained from the American Association of State Highway and Transportation Officials and processed to produce tables, charts, and a diagram representing employment by place of residence and employment by place of work for the four counties. The data have been posted to the website and also were the subject of the July/August issue of ***Capital District Data***.
3. The Employees, Payroll, & Establishments from County Business Patterns from 1980 through 2012 were posted to the website.
4. Staff continues to work on Foreign-Trade Zone activities and attended the annual fall conference in Fort Worth, Texas.
5. Staff continued to participate in Congressman Tonko's Saratoga: A Framework for Success working group to promote economic development around the Global Foundries plan in Malta.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

C. MEETINGS:

- 7/9/14 Fabozzi: Climate Smart Community meeting with Clifton Park to review their local operation GHG inventory.
- 7/9/14 Ferraro: Meeting with Canal Corp to discuss Canal Recreationway Plan update
- 7/10/14 Harp: Saratoga County MS4 and WQCC meetings
- 7/10/14 Ferraro & Daley: Meeting with Albany Pool CSO communities and DEC
- 7/14/14 Harp: Meeting with Averill Park regarding enrollment projections.
- 7/15/14 Harp: attended Albany County Land Bank board meeting
- 7/15/14 Ferraro & Fabozzi: Albany Energy Plan meeting
- 7/15/14 Ferraro & Daley: CSO presentation to the Albany Rotary Club
- 7/17/14 Fabozzi: Meeting with CDTC staff regarding GIS data.
- 7/17/14 Ferraro: NYSARC Executive Director's meeting
- 7/18/14 Ferraro & Fabozzi: Meeting with CUNY/NYSERDA contractor regarding solar workshop.
- 7/21/14 Ferraro & Harp: Meeting with members of the Village of Nassau's Comprehensive Plan committee.
- 7/21/14 Ferraro: Saratoga RPC Board meeting
- 7/21/14 Daley: Meeting with the City of Albany re: Quail S. Green Infrastructure Project
- 7/22/14 Ferraro & Fabozzi: Meeting with CDTC regarding potential grant application.
- 7/23/14 Ferraro: Saratoga Affordable Housing Group Board meeting
- 7/24/14 Harp: Meeting with Mike Jacobson regarding Albany County Land Bank's centralized information system.
- 7/24/14 Daley: Albany County MS4 Coalition meeting
- 7/24/14 Ferraro & Daley: Meeting with Albany Pool CSO communities

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 7/31/14 Fabozzi: Mohawk River Watershed Plan Executive Committee meeting
- 8/5/14 Ferraro & Harp: Meeting with CDTA to discuss transit friendly development
- 8/5/14 Daley: Meeting with City of Rensselaer re: Partition St. Sewer Separation Project
- 8/6/14 Daley: Meeting with the City of Albany and DEC re: Quail S. Green Infrastructure Project
- 8/6/14 Daley: Meeting with Rensselaer County Sewer District re: Troy Pump Stations
- 8/6/14 Ferraro: CDTC Planning Committee meeting
- 8/7/14 Ferraro & Wardle: Meeting with Bill Dunn, Troy Director of Planning & Economic Development to discuss EDA program
- 8/7/14 Ferraro: Saratoga RPC meeting
- 8/12/14 Daley: CDTC Bike & Pedestrian Task Force meeting
- 8/12/14 Fabozzi: TV Map/NYSites GIS application meeting.
- 8/14/14 Harp: Attended Saratoga County MS4 and WQCC meetings
- 8/14/14 Harp: Met with SUNY's Center for Technology and Government to discuss building a centralized information system for the Albany County Land Bank
- 8/14/14 Ferraro & Daley: Meeting with Albany Pool CSO communities and DEC
- 8/15/14 Ferraro: Tech Valley & Beyond meeting
- 8/19/14 Harp: Attended monthly Albany County Land Bank meeting
- 8/19/14 Ferraro: Canal Recreationway Commission Board meeting
- 8/20/14 Ferraro: Saratoga RPC Board meeting
- 8/21/14 Fabozzi: Mohawk Basin Steering Committee and Mohawk River Watershed Plan Executive Committee activities coordination meeting
- 8/22/14 Daley: Albany County Water Quality Coordinating Committee
- 8/26/14 Daley: City of Albany public meeting about localized flooding
- 8/27/14 Ferraro & Daley: Meeting with Rensselaer County Sewer District re: Troy Pump Stations

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 8/27/14 Ferraro: Saratoga Affordable Housing Group Board meeting
- 8/28/14 Daley: Albany County MS4 Coalition meeting
- 8/28/14 Ferraro & Daley: Meeting with Albany Pool CSO Communities
- 9/2/14 Ferraro: Presentation to U-Albany Graduate planning class
- 9/3/14 Harp & Wardle: Met with members of a local company interested in learning about the FTZ program
- 9/3/14 Ferraro & Daley: Meeting with EFC re: M/WBE requirements
- 9/3/14 Fabozzi: Mohawk River Watershed Plan Advisory Council meeting.
- 9/7/14 Daley: Install File Transfer Protocol software in City of Cohoes and submit plans to DEC electronically for Albany Pool CSO project
- 9/9/14 Daley: Rensselaer County MS4 Working group meeting
- 9/10/14 Harp: Attended Tonko's Saratoga Framework for Success meeting
- 9/11/14 Harp: Attended Saratoga County's MS4 and WQCC meetings
- 9/11/14 Ferraro: Regional Coordinating Council meeting
- 9/11/14 Ferraro & Daley: Meeting with Albany Pool CSO communities and DEC
- 9/14-9/16 Harp: Attended FTZ Conference in Fort Worth, Texas
- 9/16-9/19 Harp, Ferraro, Daley: Upstate APA Conference in Rochester
- 9/15/14 Daley: Tivoli Preserve Focus Group and public meeting
- 9/16/14 Daley: Discharge Notification System presentation to DEC
- 9/17/14 Daley: Upstate NY American Planning Association chapter conference
- 9/18/14 Daley: Upstate NY American Planning Association chapter conference
- 9/23/14 Ferraro: Meeting with Saratoga Springs Housing Authority
- 9/23/14 Daley: Tivoli Preserve public meeting #2 draft plan review
- 9/23/14 Harp: Attended Albany County Land Bank's Advisory Committee
- 9/24/14 Harp: Met with Rob Melia from Shenendehowa Central School to discuss upcoming enrollment projections

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 9/24/14 Fabozzi: NYS GeoSpatial Advisory Council meeting
- 9/24/14 Ferraro: Saratoga Affordable Housing Group Board meeting
- 9/25/14 Ferraro: Meeting with Troy consultant team re: Comp plan update
- 9/25/14 Daley: Albany County MS4 Working Group meeting
- 9/25/14 Ferraro & Daley: Albany Pool Communities CSO meeting
- 9/25/14 Fabozzi: New Scotland Linkage Study meeting.
- 9/26/14 Ferraro & Harp: meeting with Executive Director of the Greater Capital Region Association of Realtors
- 9/29/14 Fabozzi: NY-SUN solar workshop
- 9/30/14 Ferraro: CDTC Regional Transportation Coordination Committee meeting
- 10/1/14 Fabozzi: CDTC Planning Committee meeting.
- 10/1/14 Harp: Attended Schenectady County's WQCC meeting
- 10/2/14 Fabozzi: New Scotland Linkage Study meeting.
- 10/3/14 Fabozzi: Mohawk River Watershed Plan Executive Committee meeting.