



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

2010 Officers

Chair

Philip Barrett

Vice Chair

Barbara Mauro

Secretary

Willard Bruce

Treasurer

James Shaughnessy

Members

Albany County

Willard A. Bruce
John Graziano, Jr.
Lucille M. McKnight
Michael B. Whalen, Jr.

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Judy H. Breselor
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Leon B. Fiacco
James D. Shaughnessy
Michael Stammel

Saratoga County

Fred Acunto
Philip Barrett
Jason Kemper
John Murray
Paul Sausville

Schenectady County

Robert Godlewski
Gary Hughes
Barbara Mauro
Michael Petta
David Vincent

Staff

Executive Director

Rocco Ferraro, AICP

Director of Information Services

David Lang Wardle, AICP

Program Manager/GIS

Todd M. Fabozzi

Senior Planner

Deborah A. Shannon

Office Manager

Donna M. Reinhart

Planning Intern

Joanna H. King

COMMISSION MEETING

8:30 am, Wednesday, January 20th, 2010

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

AGENDA

1. Welcome/Introduction of Guests
2. December 16, 2009 Meeting Minutes*
3. Financial Statement through December 31, 2009 (Memo #10-1)*
4. Proposed 2010 Budget Revision (Memo #10-2)*
5. New York State Department of Health Grant Proposal (Memo #10-3)*
6. Capital Region Solid Waste Management Alternative Strategies Presentation (Memo #10-4)
7. Combined Sewer Overflow Long Term Control Plan Update (Memo #10-5)
8. Staff Activity Report
9. Other Business
10. Next Meeting Date/Time: March 17, 2010 @ 8:30 AM

*Requires Formal Board Action

COMMISSION MEETING

December 16, 2009
CDRPC Conference Room
One Park Place, Suite 102
Albany, New York 12205

MINUTES

PRESENT: Willard Bruce, John Graziano, Lucille McKnight, Michael Whalen, Judy Breselor, Stan Brownell, James Shaughnessy, Michael Stammel, Fred Acunto, Philip Barrett, Jason Kemper, John Murray, Paul Sausville, Robert Godlewski, Barbara Mauro, David Vincent

ABSENT: Henry Dennis, Leon Fiacco, Gary Hughes, Michael Petta

PRESIDING: Michael Stammel, President, called the meeting to order at 8:30 am.

1. Welcome/Introduction of Guests

There were no guests at the meeting.

2. October 21, 2009 Meeting Minutes

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

Action Taken

Fred Acunto made a motion to approve the minutes, and Lucille McKnight seconded. The motion was approved unanimously.

3. Financial Statement through November 30, 2009

The financial statement reflects activities through November 2009. The revenues are at 81.7% and expenses are at 83.3%. There is approximately \$65,500 cash in the bank and outstanding receivables totaling \$88,400.

With the exception of the utility costs, the rent has been fully paid for 2009 along with the employee health insurance. The New York State Retirement bill was also paid in full in the amount of \$29,161, which is reflected on the statement.

There are five Certificates of Deposit, one of which came due for renewal on December 10, 2009 in the amount of \$32,725.00. The CD was bid out and we received an offer and opened a new CD at 1% for 12 months from M&T Bank.

Action Taken

Stan Brownell made a motion to approve the Financial Statement as presented and John Murray seconded. The motion was approved unanimously.

4. **Report from Nominating Committee**

Stan Brownell, Chair of the Nominating Committee, announced that the nominating committee has recommended the following commissioners to serve as officers of the Capital District Regional Planning Commission for 2010. Philip Barrett, Chair; Barbara Mauro, Vice Chair; Willard Bruce, Secretary; and Jim Shaughnessy, Treasurer.

Action Taken

David Vincent made a motion to approve the proposed slate of 2010 officers, and Fred Acunto seconded. The motion was approved unanimously.

5. **Proposed 2010 Budget**

Rocky went over the highlights of the proposed 2010 budget.

Due to budget constraints in all four counties, CDRPC will absorb a 10% cut in County funding from 2009 levels. It is hopeful that full funding support will be restored in 2011. There has been no increase in county contributions since 2004.

CDRPC, in partnership with five of the other regional councils, submitted a proposal to the New York State Department of State to undertake 2010 Census Outreach activities. The Department of State has not made the grant award announcement. Rocky informed the Board that if the DOS grant does come through he would like to fill the vacant position that was previously held by Leif Engstrom with Joanna King. However, if CDRPC does not receive a grant, the position will remain vacant.

The CSO project represents CDRPC's last year of managing the project prior to the submittal of the Long Term Control Plan. There is approximately \$63,000 left in the contract beginning January 1st.

The proposed increase in salaries is 1.5% to offset the employee's share of health insurance costs. The Executive Director's salary will remain unchanged. Judy Breselor inquired why the Executive Director is not receiving a raise for 2010. Rocky stated that given the financial situation and budgetary constraints facing all four counties, it is important that the Executive Director also makes sacrifices at this time.

Mike Whalen suggested adding a line item of actual expenses from the previous year to compare to the current year. Mike also added that he believes if the Executive Director does not receive the 1.5% raise like the rest of the staff, it may set a bad precedent for the future when there are similar budget issues.

John Murray added that since 2009 may end with a budget surplus of \$20,000, some of that money could be used toward a raise for the Executive Director. John would like to revisit the salary increase issue in the first quarter of 2010 once the final 2009 budget numbers are available.

Action Taken

Paul Sausville made a motion to approve the Proposed 2010 budget and Lucille McKnight seconded. The motion was approved unanimously.

6. Proposed 2010 Meeting Schedule

A list of proposed dates for the 2010 Commission meetings was distributed before the meeting. All the meetings are scheduled for the third Wednesday of the month at 8:30am.

Action Taken

David Vincent made a motion to approve the 2010 Meeting Schedule and Barbara Mauro seconded. The motion was approved unanimously.

7. Staff Presentation on the Availability, Use and Application of the American Community Survey

Rocky and Joanna King gave a presentation outlining the benefits and challenges of the American Community Survey (ACS), an annual survey begun in 2005 which is taking the place of the long form distributed by the Census Bureau. The ACS will provide the same detail of social economic characteristics of the population that was on the long form. The information will be provided on an annual basis versus only once every ten years.

There are three data series available from the ACS; for communities over 65,000 people there will be an annual survey of detailed characteristics; for communities between 20,000–65,000 there will be a three year average that will be released annually; for communities between 50 - 20,000 persons, there will be a five year average that will be released annually. The first release of the 5 year average will be in 2010.

There are three primary differences between the ACS and the decennial Census. The first one is the decennial Census is based on a specific point in time while the ACS is a rolling monthly survey that is distributed to 250,000 households per month. The second is the definition of residence. The decennial Census form asks where has been one's primary residence during the previous year and the ACS questionnaire asks for primary residence the last two months. The last primary difference deals with income characteristics. The decennial Census form asks total income for the previous year (1999 for the 2000 Census), however the ACS form asks for income during the previous twelve months from when the form was received which could be at any time during a particular year.

The data base generated from the ACS is very easy to access and is user friendly, however there are many challenges as well. For some of the data there is a high margin of error. Displaying and communicating the data is going to be more difficult in part due to the margins of error. Larger communities will be able to "cherry pick" the data because they will have three data series sets from which to choose (1, 3, or 5 year) while the smaller communities will have more limited choices possibly leaving them at a

disadvantage when it comes to competing for grant funds that are based on the data generated from the ACS.

By mid 2010, detailed characteristics will become available for geographic areas down to the block group level based on a five year sample through the ACS. CDRPC will be using the data generated from the 5 year data products since they will have the most reliable and consistent data sets and will revise the Community fact sheets accordingly on an annual basis as the data is released. CDRPC will be hosting a series of workshops on accessing, understanding and communicating ACS data in the coming year.

8. LTCP – CSO Update

A quarterly progress meeting was held on December 15, 2009 with DEC regarding the modeling and to discuss the next steps towards evaluating control alternatives.

There has been a request to extend the project until September 1, 2010. While DEC has provided a verbal agreement to the extension, we are still awaiting their final written approval. With the completion of the data analysis and modeling work, the primary focus during the next several months will be an investigation of alternative management structures that will be responsible to implement the Long Term Control Plan.

9. Other Business

Rocky announced that Henry Dennis is resigning from the CDRPC Commission as of January 1, 2010. Henry has been serving on the Commission since 1984. A plaque will be made for Henry in recognition of his service to CDRPC.

Mike Stammel, who also serves as the CDRPC representative on the CDTC Policy Board, provided the Board with an outline of roles and responsibilities of the Capital District Transportation Committee as the designated Metropolitan Planning Organization for the Capital Region.

Jack Murray added that he would like to see an update on the Foreign Trade Zone activities and future plans for 2010 and 2011 at the March meeting.

10. Staff Activity Report

CDRPC will be hosting a meeting on January 6, 2010 at 1pm. NYSERDA will discuss a grant opportunity to implement energy conservation measures. 100% funding will be available for communities that have done an energy conservation audit. NYSERDA will answer questions regarding the Request For Proposals to help the communities prepare their application, which will be due by the end of January. CDYCI may be applying for funds to implement energy conservation measures at the Secure Detention facility.

Rocky will send an email to the Board with more information regarding the January 6 meeting.

11. **Next Meeting Date**

The next Commission meeting will be held January 20, 2010 at 8:30am.

Adjournment

David Vincent made a motion to adjourn the meeting and Phil Barrett seconded. The motion was approved unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara Mauro".

Barbara Mauro
Secretary



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MEMORANDUM (#10-1)

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Office Manager
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Planning Intern
Joanna H. King

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 12, 2010

Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through December 2009.

For the year, the revenues are at 93.3% while expenses are at 88.7%. The revenue reflects the final billings through the fourth quarter of 2009. Interest earnings from the CD's remain unreported. On the expense side, there is less than \$1000 in outstanding expenses from billings we will receive through January/early February that represent actual 2009 expenses. Overall, based on the billings, we will end the year with a surplus of approximately \$31,000 in revenue over expenses. A final audited financial statement will be prepared and presented to the Commission in mid 2010.

As noted on the Statement of Financial Condition, on December 31st we had approximately \$56,500 cash in the bank and outstanding receivables totaling \$120,700. We also have five Certificates of Deposit. The Certificate due to expire on January 13th is being renewed for one year via a bidding process.

CD #	Value	Expires
409598	\$ 30,601.86	January 13, 2010
000224	\$ 21,059.38	April 17, 2010
411796	\$ 21,282.67	July 30, 2010
605899	\$ 30,000.00	November 12, 2010
000216	\$ 32,725.00	December 10, 2010
Total: \$135,668.91		

CDRPC 2009 Income Statement

Account	Rev. Budget	Sep 09	Oct 09	Nov 09	Dec 09	Year-to-Date	Balance	YTD %
2009 REVENUE								
R2390.1 Albany County	\$ 84,663.00	\$ -	\$ -	\$ -	\$ -	\$ 84,663.00	\$ -	100.0%
R2390.2 Rensselaer County	43,842.00	-	-	-	-	43,842.00	-	100.0%
R2390.3 Saratoga County	57,666.00	-	14,416.50	-	-	57,666.00	-	100.0%
R2390.4 Schenectady County	42,123.00	-	10,530.75	-	-	42,123.00	-	100.0%
R2401.0 Interest & Earnings	1,500.00	24.91	13.71	13.56	570.50	1,015.56	484.44	67.7%
R2770.1 Miscellaneous	100.00	-	-	-	-	-	100.00	0.0%
R2770.3 Contractual Services	30,000.00	178.02	-	-	6,500.00	23,068.92	6,931.08	76.9%
R2770.4 FTZ#121	20,000.00	-	-	-	-	23,000.00	(3,000.00)	115.0%
R2770.5 Conferences	6,000.00	-	-	-	-	4,810.00	1,190.00	80.2%
R2770.6 CDYCI	75,000.00	18,750.00	-	-	18,750.00	75,000.00	-	100.0%
R3900.3 Empire State Dev.	15,000.00	-	-	-	-	7,446.42	7,553.58	49.6%
R3900.4 Other NYS Aid (NYSERDA)	17,000.00	-	-	-	-	685.62	16,314.38	4.0%
R3900.6 EFC CSO Grant	98,000.00	16,319.54	-	-	15,342.73	80,845.86	17,154.14	82.5%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	-	-	-
R4000.2 EDA	60,000.00	29,669.29	-	-	5,425.21	65,094.50	(5,094.50)	108.5%
R4000.3 Water Quality	50,000.00	7,988.47	-	-	8,531.32	49,357.19	642.81	98.7%
R4000.4 UPWP	100,000.00	23,860.73	-	-	25,964.83	94,980.24	5,019.76	95.0%
R4000.5 Other Federal Aid (HUD)	-	-	-	-	-	-	-	-
R4000.6 EPA CSO Grant	-	-	-	-	-	-	-	-
Gross Revenue	\$ 700,894.00	\$ 96,790.96	\$ 24,960.96	\$ 13.56	\$ 81,084.59	\$ 653,598.31	\$ 47,295.69	93.3%
2009 EXPENSE								
E.1010 Salaries	\$ 385,000.00	\$ 27,243.24	\$ 27,243.24	\$ 27,243.24	\$ 27,243.24	\$ 356,956.18	\$ 28,043.82	92.7%
E.1030 Temporary Services	16,000.00	1,794.00	2,134.00	2,192.00	2,200.00	17,116.00	(1,116.00)	107.0%
E.2010 Office Equipment	6,000.00	169.00	169.00	169.00	169.00	2,970.54	3,029.46	49.5%
E.2020 Furniture & Furnishings	1,500.00	-	-	-	-	324.24	1,175.76	21.6%
E.4020 Workshops & Conferences	6,000.00	-	-	275.00	-	5,442.00	558.00	90.7%
E.4030 Consultant Services	11,000.00	-	1,600.00	-	-	10,614.63	385.37	96.5%
E.4040 Agency Memberships	6,000.00	-	-	60.00	-	4,195.00	1,805.00	69.9%
E.4051 Computer Supplies/Software	5,500.00	156.72	-	454.89	216.68	5,137.80	362.20	93.4%
E.4055 Data Purchases	500.00	5.90	-	-	-	5.90	494.10	1.2%
E.4060 Equipment Maintenance	2,000.00	-	-	75.57	106.00	1,209.87	790.13	60.5%
E.4070 Office Supplies	3,500.00	411.73	210.08	447.91	285.77	2,923.78	576.22	83.5%
E.4080 Books & Journals	1,000.00	-	-	-	-	216.92	783.08	21.7%
E.4090 Printing & Publishing	7,500.00	34.13	-	499.73	1,638.98	5,305.24	2,194.76	70.7%
E.4110 Rent	67,000.00	4,736.75	4,893.02	4,888.15	538.68	60,972.30	6,027.70	91.0%
E.4120 Telephone	3,500.00	248.39	704.43	229.75	150.38	3,227.74	272.26	92.2%
E.4121 Internet	3,200.00	154.90	36.85	105.79	25.90	1,944.14	1,255.86	60.8%
E.4130 Travel	11,000.00	1,891.36	588.04	-	1,943.34	9,062.71	1,937.29	82.4%
E.4140 Equipment Repairs	500.00	-	-	-	-	-	500.00	0.0%
E.4150 Postage	3,300.00	75.64	59.92	647.94	160.00	3,356.38	(56.38)	101.7%
E.4160 Miscellaneous	2,594.00	48.76	210.36	168.34	-	2,134.87	459.13	82.3%
E.4170 Payroll Services	1,700.00	132.46	132.46	132.46	207.46	1,749.21	(49.21)	102.9%
E.4190 Contingent Fund	1,500.00	-	-	-	-	-	1,500.00	0.0%
E.4200 Insurance-General	1,600.00	-	-	-	-	1,234.84	365.16	77.2%
E.8010 NYS Retirement	36,000.00	-	-	29,161.00	-	29,161.00	6,839.00	81.0%
E.8030 FICA	31,000.00	2,247.64	2,273.65	2,278.08	2,278.70	29,037.18	1,962.82	93.7%
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	-	-	-	-	1,809.98	1,190.02	60.3%
E.8050 Ins.-Health	80,000.00	5,043.60	5,043.60	5,043.60	343.84	63,537.37	16,462.63	79.4%
E.8060 Ins.-Unemployment	1,500.00	-	-	-	-	1,168.30	331.70	77.9%
E.8070 Prof. Memberships	1,000.00	-	-	-	200.00	650.00	350.00	65.0%
E.8080 Continuing Education	1,000.00	-	-	-	-	350.00	650.00	35.0%
Gross Expenses	\$ 700,894.00	\$ 44,394.22	\$ 45,298.65	\$ 74,072.45	\$ 37,707.97	\$ 621,814.12	\$ 79,079.88	88.7%
Net Operating Income	\$ -	\$ 52,396.74	\$ (20,337.69)	\$ (74,058.89)	\$ 43,376.62	\$ 31,784.19		
A909 Fund Balance-Unreserved	-	-	-	-	-	-		
Net Income	\$ -	\$ 52,396.74	\$ (20,337.69)	\$ (74,058.89)	\$ 43,376.62	\$ 31,784.19		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

December 31, 2009

Assets

Cash — Checking	\$	19,746.24
Cash — Money Market		36,788.81
Cash — PayPal Account		-
Cash — Certificates of Deposit		135,668.91
Petty Cash		235.00
Due from Private Persons/Organizations		47,605.74
Due from State & Federal Governments		52,278.16
Due from Other Governments		20,801.10
Prepaid Expenses		15,065.39
Carryover Revenue		-
	<i>Sub-Total: Assets</i>	<u>\$ 328,189.35</u>
Expenses — Year-to-Date		<u>621,814.12</u>

Total \$ 950,003.47

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		260.00
Deferred Project Revenue		-
Fund Balance — Restricted		-
Fund Balance — Unrestricted		296,145.16
	<i>Sub-Total: Liabilities & Fund Balance</i>	<u>\$ 296,405.16</u>
Revenue — Year-to-Date	\$	<u>653,598.31</u>

Total \$ 950,003.47

Net Income (Loss) \$ 31,784.19



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MEMORANDUM (#10-2)

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Office Manager
Donna M. Reinhart

Planning Intern
Joanna H. King

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 12, 2010

Re: Proposed 2010 Budget Revision

Enclosed for your review and approval is a proposed budget revision to the approved 2010 Budget.

CDRPC received notification from the New York State Department of State that the grant application submitted by the New York State Association of Regional Councils to undertake 2010 Census outreach and education related activities has been approved. However, the amount approved (\$98,000) was less than the amount requested (\$172,000). CDRPC had originally requested \$45,000; based on the approved amount, we are in line to receive approximately \$34,000. The loss in projected revenue associated with the 2010 Census outreach is offset by increases in funding for our Transportation related activities (UPWP) and larger than anticipated carry over amounts for the Water Quality and CSO program activities. The result is a projected net increase of \$2000 in revenue during 2010. No adjustments are proposed for any of the expense line items.

Board approval is being sought to approve the proposed 2010 budget revisions and to authorize the hiring of Joanna King as an Assistant Planner. The approved 2010 budget included filling the vacant position contingent upon receiving the Department of State Grant.

CDRPC 2010 Proposed Budget Revision

Account	2010	2010 Proposed Revision	
	Approved Budget	Amount	Change
REVENUE			
R2390.1 Albany County	\$ 76,197.00	\$ 76,197.00	\$ -
R2390.2 Rensselaer County	39,458.00	39,458.00	-
R2390.3 Saratoga County	51,900.00	51,900.00	-
R2390.4 Schenectady County	37,911.00	37,911.00	-
R2401.0 Interest & Earnings	1,500.00	1,500.00	-
R2770.1 Miscellaneous	100.00	100.00	-
R2770.3 Contractual Services	25,000.00	25,000.00	-
R2770.4 FTZ#121	25,000.00	25,000.00	-
R2770.5 Conferences	6,000.00	6,000.00	-
R2770.6 CDYCI	75,000.00	75,000.00	-
R3900.3 Empire State Dev.	-	-	-
R3900.4 Other NYS Aid (NYSERDA)	-	-	-
R3900.5 Dept. of State	45,000.00	34,000.00	(11,000.00)
R3900.6 CSO Grant	63,000.00	67,000.00	4,000.00
R4000.2 EDA	70,000.00	70,000.00	-
R4000.3 Water Quality	50,000.00	54,000.00	4,000.00
R4000.4 UPWP	105,000.00	110,000.00	5,000.00
Gross Revenue	\$ 671,066.00	\$ 673,066.00	\$ 2,000.00
EXPENSE			
E.1010 Salaries	\$ 372,000.00	\$ 372,000.00	\$ -
E.1030 Intern	11,500.00	11,500.00	-
E.2010 Office Equipment	5,000.00	5,000.00	-
E.2020 Furniture & Furnishings	1,000.00	1,000.00	-
E.4020 Workshops & Conferences	6,000.00	6,000.00	-
E.4030 Consultant Services	11,000.00	11,000.00	-
E.4040 Agency Memberships	5,000.00	5,000.00	-
E.4051 Computer Supplies/Software	5,500.00	5,500.00	-
E.4055 Data Purchases	500.00	500.00	-
E.4060 Equipment Maintenance	2,000.00	2,000.00	-
E.4070 Office Supplies	3,500.00	3,500.00	-
E.4080 Books & Journals	750.00	750.00	-
E.4090 Printing & Publishing	7,500.00	7,500.00	-
E.4110 Rent	66,000.00	66,000.00	-
E.4120 Telephone	3,500.00	3,500.00	-
E.4121 Internet	3,000.00	3,000.00	-
E.4130 Travel	11,000.00	11,000.00	-
E.4140 Equipment Repairs	500.00	500.00	-
E.4150 Postage	3,500.00	3,500.00	-
E.4160 Miscellaneous	1,878.00	1,878.00	-
E.4170 Payroll Services	1,800.00	1,800.00	-
E.4190 Contingent Fund	1,000.00	1,000.00	-
E.4200 Insurance-General	1,500.00	1,500.00	-
E.4210 Meeting Expenses	2,000.00	2,000.00	-
E.8010 NYS Retirement	46,000.00	46,000.00	-
E.8030 FICA	30,000.00	30,000.00	-
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	3,000.00	-
E.8050 Ins.-Health	76,000.00	76,000.00	-
E.8060 Ins.-Unemployment	1,500.00	1,500.00	-
E.8070 Prof. Memberships	1,000.00	1,000.00	-
E.8080 Continuing Education	1,000.00	1,000.00	-
Gross Expenses	\$ 685,428.00	\$ 685,428.00	\$ -
Net Operating Income	\$ (14,362.00)	\$ (12,362.00)	\$ 2,000.00
A825 Fund Balance-Reserved			-
A909 Fund Balance-Unreserved	14,362.00	12,362.00	(2,000.00)
Net Income	\$ -	\$ -	\$ -



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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MEMORANDUM (#10-3)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 12, 2010

Re: NYS Department of Health Grant Proposal

The New York State Department of Health Division of Chronic Disease Prevention and Adult Health and Division of Nutrition is seeking grant applications to prevent obesity, type 2 diabetes and other chronic diseases in NYS through the implementation of supportive environments that accelerate improvements in individual health behaviors and outcomes. The Capital District Community Gardens, a private nonprofit community service organization serving Albany, Rensselaer and Schenectady Counties, will be applying for a grant under the program and has requested CDRPC assistance to address environmental approaches to create community landscapes conducive to physical activity. The geographic coverage area for the grant is Rensselaer County (Albany & Schenectady Counties are not eligible for this funding opportunity).

CDRPC's specific roles and responsibilities are still being defined but will focus on those elements of the grant that address strategies associated with improving street scale urban design by improving accessibility and proximity of residential areas to stores, jobs, schools, and recreation areas; improving land use policies that lead to environmental changes that promote and facilitate physical activity; and developing policies and changes to enhance non motorized activity in the community.

Applications are due February 3rd and Board action is requested to permit CDRPC to enter into discussions with Community Gardens as a sub contractor under the grant proposal that Community Gardens will be submitting to NYS DOH.



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MEMORANDUM (#10-4)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 12, 2010

Re: Capital Region Solid Waste Management Alternative Strategies

At the October 21, 2009 Board meeting, Commission member Bill Bruce provided the Board with a brief update of activities, including possible future alternatives, to address solid waste management in the Capital Region.

As a follow-up, representatives from CHA will be attending the Commission meeting and make a presentation on the potential for solid waste management in the Capital Region. The discussion will include waste generation by County, the multiple planning units that currently exist in the four counties, and alternative elements that are being considered for the future of solid waste management.

A representative from DEC will also be in attendance to comment on the draft NYS Solid Waste Management Plan.

An invitation is also being extended to a representative from County Waste, a waste and recycling company located in Clifton Park to outline the single stream recycling initiative gradually being implemented by the firm in their service area.



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MEMORANDUM (#10-5)

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Joanna H. King

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 12, 2010

Re: Long Term Control Plan – Combined Sewer Overflow Study

The following is a status report of the Albany Pool Long Term Control Plan (LTCP).

Work continues on the tasks as outlined in the approved Scope of Work. The Bacteria and DO models have been calibrated and work has started on analyzing control alternatives.

The models were presented at a meeting with DEC on December 15. A follow up meeting has been scheduled for January 21 with DEC to discuss the models in greater depth.

The consultant team and the Technical Committee are discussing management structures for the LTCP. The management structure will in large part affect the compliance method. The EPA allows for two compliance methods: Presumption and Demonstration. The Presumptive approach requires establishing a plan that meets pre-determined criteria that are presumed to provide adequate levels of control to meet water quality based standards. Under this approach no more than an average of 4 overflows can occur per year; no less than 85% of the volume of combined sewage must be eliminated or captured during precipitation events; and no less than the mass of pollutants identified as causing water impairment must be eliminated or removed. The Demonstrative approach requires the permittees to demonstrate, with models and on-going sampling, that the control program is adequate to meet water quality standards. There is no limit to the number of CSO discharges that may occur each year however the remaining CSOs must not preclude meeting water quality standards. This approach is appropriate where water quality standard attainment cannot be achieved through CSO controls alone.

Model simulations and economic considerations support using the Demonstrative Approach to the Albany Pool Long Term Control Plan. This approach favors a regional management system. Early discussions with DEC are favorable, but considerable work remains on assessing the legal and management responsibilities associated with this strategy.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT December 7, 2009 to January 10, 2010

A. ADMINISTRATION

1. The 2010 CDRPC budget has been prepared and approved.
2. Each of the four counties has been billed for their revised quarterly or semi-annual contributions.
3. The billings for CDYCI, CSO, EDA, and the Ballston Spa CSD enrollment projections have been prepared and submitted, and billings for the UPWP and 604(b) are in process.
4. Information about the specific tasks CDRPC is involved in or has recently completed on behalf of each of the counties has been provided to the County Executives.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES

1. The staff responded to approximately 50 call-in and e-mail data requests during the reporting period.
2. CDRPC changed domain hosts for its web site from Earthlink to Network Solutions, so the web statistics for the new host are not comparable with previous data. However, the web site received over 810,000 page hits in 2009. CDRPC has received very positive feedback about the amount and type of data available from its web site.
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. As part of this effort, staff developed a series of regional maps that depict the development of the Capital District from 1945 to 2006, which can be viewed at http://cdrpc.org/GIS/CDR_Development_1945-2006.pdf .
4. The staff continues to process, analyze, and disseminate Census data and data released by the U.S. and N.Y.S. Departments of Labor. Information is posted on the web site on an ongoing basis.
5. Staff support continues to provide statistical support for the preparation of an Affordability Housing study for Saratoga County under the direction of CARES.
6. In preparation for the 2010 Census, CDRPC has been awarded a grant of \$34,766 by the Department of State to assist in the 2010 education and outreach campaign. Staff continues to respond to municipal and county questions regarding LUCA appeals and other Census preparations.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

7. CDRPC is taking a leading role in facilitating the discussions and participating in a statewide effort among the Affiliate Data centers to standardize the display of American Community Survey (ACS) data and create guidance materials on the use and interpretation of American Community Survey tables.

WATER QUALITY PLANNING

1. The Staff has continued work on the 604b water quality program. Staff continues to participate in county water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities. Reviews have been completed.
2. Staff will be serving on an advisory committee of a Mohawk River Watershed Plan being carried out by a consortium of soil and water conservation districts whose grant was recently approved.
3. Staff has been working with the Onesquethaw-Coeymans Watershed Council to help develop a watershed management plan, which would help implement the recommendations included in the previously completed watershed study.
4. Staff continues to manage the Albany Pool Combined Sewer Overflow Long Term Control Plan Development, which includes the Albany Water Board, the cities of Cohoes, Rensselaer, Troy and Watervliet, and the Village of Green Island, as well as assistance from the Albany and Rensselaer county sewer districts. (See Memo 10-05)

TRANSPORTATION AND LAND USE

1. The staff continues to participate on CDTC's Planning Committee, Bike/Ped Taskforce, and the Regional Linkage Forum.
2. Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Staff has begun screening the next round of grant applications as member of the applications review committee.
3. CDRPC staff has completed their portion of the work developing a local sustainable development planning guidebook, which is being funded under the CDTC UPWP. The guidebook will highlight exemplary smart growth planning projects throughout the region. The document is being finalized by CDTC staff. Preparations are underway with interested organizations in the region to establish educational training sessions on sustainable practices.
4. Staff is participating on an advisory committee guiding the CDTA Western Avenue BRT study.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

5. Staff has been asked to participate with the Capital District Community Gardens on a NYS Dept. of Health, Healthy Communities grant, which would involve developing a plan to improve community-scale urban design that helps foster physical activity opportunities within a portion of Rensselaer County (to be determined; discussions with East Greenbush underway).

Technical Assistance

1. The school enrollment projections for the Ballston Spa School District have been completed and submitted to the School District.

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate (based on the 16 bed facility) was 91.5% for the month of November 2009 and 76.2% for December 2009.
2. Billings to the counties using the facility were computed and sent out through Dec. 2009.
3. The 2010 Per Diem and Budget estimates have been prepared and were approved by the CDYCI Board. There will be no change in the per diem rate from 2009 to 2010.
4. An energy conservation study to identify energy saving measures for the juvenile detention facility was completed. The study was prepared by Malcolm Pirnie under the direction of NYSERDA. Based on the findings, CDYCI is considering applying for an Energy Efficiency and Conservation Block Grant to implement several of the recommended measures available through the ARRA Energy Grant Program.

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 Foreign-Trade Zone expansion application was completed and submitted to the Foreign-Trade Zones Board and a summary of the application was published in the Federal Register on 11/10/09. The public comment period ended on 1/11/10 with no public comments, which is good news.
3. A preliminary revised *Comprehensive Economic Development Strategy for the Capital District* was prepared and submitted to EDA. After receiving any EDA comments, the CEDS document will be presented to the CEDS Strategy Committee and the CDRPC Board for review and approval (http://cdrpc.org/2009-09_CDRPC_CEDS.pdf).
4. The 2009 municipal and school district property tax rates were made available early by the Comptroller's Office and have been posted to the Commission's web site (<http://cdrpc.org/PropTax.html>).

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

WIND POWER PLANNING

1. Staff continues to respond to technical questions on addressing small scale and commercial wind development within comprehensive plans, zoning, and land use regulations.

C. MEETINGS:

12/08/09Fabozzi: Presentation on land use patterns at a NYS Dept. of Health Healthy Hearts conference.

12/8/10 Ferraro: Focus Group meeting re: CEG Workforce Development Initiative.

12/08/09Ferraro & Shannon: Upstate Chapter APA meeting regarding Solid Waste Management in the Capital District.

12/09/09Ferraro & Shannon: CSO Technical Committee meeting.

12/10/09Fabozzi: NYS GIS Coordinating Body meeting.

12/10/09 Shannon: Saratoga County MS4 meeting.

12/10/09 Shannon: Saratoga County Water Quality Coordinating Committee meeting.

12/11/09Ferraro: Capital District Library Council Trustee meeting.

12/15/09Fabozzi: Meeting with CDTC staff regarding the case study training guides.

12/15/09 Ferraro & Shannon: CSO Technical Committee meeting with DEC.

12/17/09 Shannon: Albany County Stormwater Coalition meeting.

12/18/09 Ferraro & Shannon: Meeting with Kathy Macri to discuss EFC funding for water and wastewater projects.

12/22/09Fabozzi: Albany County Water Quality Coordinating Committee meeting.

12/23/09Ferraro: Canal Recreationway Commission meeting.

01/06/10Fabozzi: CDTC Planning Committee meeting.

01/06/10Ferraro: Saratoga Affordable Housing Group, Inc. Board meeting.

01/06/10Ferraro & King: NYSERDA Energy Efficiency & Conservation Block Grant information session.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

01/06/10 Shannon: Schenectady County Water Quality Coordinating Committee meeting.

01/07/10 Fabozzi: Meeting with the Onesquethaw-Coeymans Watershed Council regarding the watershed plan.

01/08/10 King & Shannon: Conference call with the Hispanic Complete Count Committee regarding 2010 Census preparations.