



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205
WEB SITE AT <http://cdrpc.org>

TEL: 518/453-0850 FAX: 518/453-0856
E-MAIL: cdrpc@cdrpc.org

2013 Officers

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James Shaughnessy
- Vice Chair**
John Murray
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Michael Morelli
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Stan Brownell
Michael Cristo
James D. Shaughnessy
Michael Stammel
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Phillip Barrett
Jason Kemper
John Murray
Paul Sausville
- Schenectady County**
B. Donald Ackerman
Gary Hughes
Joe Landry
Matthew Martin
Barbara Mauro

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
- Senior Planner**
Joanna H. King
- Office Manager**
Donna M. Reinhart

COMMISSION MEETING

8:30 am, Wednesday, May 15, 2013
CDRPC Office
One Park Place
Albany, New York
453-0850

AGENDA

1. Welcome & Introductions
2. March 20th, 2013 Meeting Minutes*
3. Financial Statement through April 30th, 2013 (Memo 13-11)*
4. Staff Presentation Climate Smart Communities Program (Memo 13-12)
5. LTCP CSO Memo (Memo 13-13)
6. Staff Activity Report
7. Other Business
8. Next Commission Meeting Date: July 17th, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

March 20, 2013

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Willard Bruce, Lucille McKnight, Michael Morelli, Michael Whalen, Judy Breselor, James Shaughnessy, Michael Stammel, Fred Acunto, Philip Barrett, Murray, Paul Sausville, Donald Ackerman, Joe Landry, Matthew Martin, Barbara Mauro

ABSENT: Kristin Swinton, Stan Brownell, Jason Kemper, Gary Hughes

PRESIDING: Jim Shaughnessy, Chair, called the meeting to order at 8:30am.

1. Welcome New Board Members/Introduction of Guests

Jim Shaughnessy introduced Joe Landry and Matthew Martin as the new Commission members representing Schenectady County. Joe Landry is the Town Supervisor of Niskayuna and Matthew Martin is a member of the Schenectady County Legislature representing Duanesburg, Rotterdam, and Princetown.

Michael Tucker, President and CEO for the Center of Economic Growth and Andrea Swank, Director of Business Development and Marketing were in attendance.

2. December 19, 2012 Meeting Minutes

The minutes were distributed at the January meeting, however no action was taken due to lack of quorum.

Action Taken

Mike Stammel made a motion to approve the December 19, 2012 meeting minutes, and Lucille McKnight seconded. The motion was approved unanimously.

3. January 16, 2013 Meeting Minutes

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

Action Taken

Lucille McKnight made a motion to approve the January 16, 2013 meeting minutes and Paul Sausville seconded. The motion was approved unanimously.

4. **Presentation by the Center for Economic Growth: "NY Loves Technology" Initiative**

Michael Tucker, President and CEO for the Center for Economic Growth gave a presentation to the Board outlining the strategies CEG will sponsor and participate during 2013, designed to attract key industries in the technology sector to the Capital Region. Attached is a copy of the PowerPoint.

5. **Financial Statement through December 31, 2012**

The financial statement represents activities through December 31, 2012. For the year, the revenues were at 94.3% and the expenses were at 92.2%. Overall the expenditures exceeded revenues by \$3,351.08. The budget had anticipated that the expenditures would have exceeded revenue reducing our fund balance by \$11,884.

Revenue was less than anticipated for the NYSERDA grant since the contract was not signed until the end of April rather than the anticipated start date of January 1. Expenses were greater than anticipated for Workshop and Conferences since CDRPC hosted more events during the year, including census training workshops.

Based on the income statement for 2012, the January 1, 2013 unaudited Fund Balance is \$310,387.81. These financial records will be provided to the auditor as part of the 2012 audit. A final audited financial statement will be prepared and presented to the Commission at the July 2013 meeting.

Action Taken

Jack Murray made a motion to approve the Financial Statement and Barbara Mauro seconded. The motion was approved unanimously.

6. **Financial Statement through February 28, 2013**

The financial statement represents activities through February 28, 2013. The revenues are at 13.4% and the expenses are at 15.7%. The expenses are greater than what is expected due to the annual GIS software license to ESRI for renewal, annual premiums payments for insurance were paid as well as most of Workers's Comp and Unemployment Insurance. The Rent and Health Insurance expense reflect three months worth of payments.

There is approximately \$99,292.63 cash in the bank and outstanding receivables totaling \$169,808.71.

Action Taken

Bill Bruce made a motion to approve the Financial Statement and Barbara Mauro seconded. The motion was approved unanimously.

7. Appointments to CDYCI Board

The Capital District Youth Center Board consists of 9 members. Per the CDYCI Bylaws, each of the four county legislative bodies appoints one Board member and CDRPC appoints 5 Commission members to serve on the Board. Currently there are two vacancies to be appointed by CDRPC Commissioners to represent Albany County and Schenectady County.

Lucille McKnight recommended Michael Whalen Jr. to serve on the CDYCI Board representing Albany County and Don Ackerman recommended Barbara Mauro to serve on the Board representing Schenectady County.

Action Taken

Fred Acunto made a motion to approve the nominations to the CDYCI Board for both Albany and Schenectady Counties and Mike Stammel seconded. The motion was approved unanimously.

8. LTCP CSO Memo

CDRPC and the Pool Communities received the NYS DEC Comment Letter in December, 2012 outlining the concerns DEC and EPA have regarding the draft Long Term Control Plan. With the release of the Comment Letter, a series of monthly meetings will be held through June in order for the Pool Communities to respond to the Comment Letter and submit an approvable LTCP to DEC.

Several sub committees/workgroups have been created in order to respond to the comment letter by June, 2013. The workgroups created are: green infrastructure workgroup, receiving waters and assessment and tributaries workgroup, CSO model development workgroup, and an evaluation of alternatives and implementation schedule workgroup. These workgroups consist of representatives from the six communities, City of Albany, City of Watervliet, Cohoes, Village of Green Island, City of Troy, and City of Rensselaer.

On January 16th CDRPC, the Albany Pool Joint Venture Team, Richard Davis of Beveridge & Diamond, the Albany Pool Communities and sewer districts met with DEC staff to review comments of the draft LTCP. DEC discussed the need for the Plan to include additional green infrastructure projects, more information on the impacts of overflow on the tributaries and knee of the curve analyses for various levels of CSO capture and floatable controls.

CDRPC met with the sewer districts to discuss possible governance structure, construction and operation scenarios. Based on discussions in previous meetings, it appears a 501(c)3 would be the preferred strategy, with additional intermunicipal agreements between the Albany Pool Joint Venture Team and sewer districts. It is recommended that CDRPC will provide administrative support to the six communities.

All of the communities have signed and returned the legal retainer agreement and the sewer districts are in the process of getting the retainer signed. Both the APJVT and Beveridge & Diamond have provided budget estimates for the negotiations and governance structure tasks. These estimates have been forwarded to the communities and CDRPC will be drawing up a funding amendment for the existing Intermunicipal Arrangement.

Fred inquired what is it that DEC is suggesting are additional green infrastructure projects in the Plan. DEC is suggesting that the Team identify 3-5 demonstration projects that can be used to determine the effectiveness of green infrastructure projects to address the storm water management issues. Several green infrastructure projects have been included in the LTCP.

Weekly technical committee meetings will be held to ensure that the communities are kept apprised of the discussions and negotiations underway.

9. Staff Activity Report

Staff is working on the Patroon Creek/Tivoli Lake Daylighting project to revitalize Tivoli Lake within the inner City of Albany. CDRPC is working with the Albany County Sewer District and City of Albany on this project.

Staff is in the process of completing population projections for the Region's 907 Traffic Analysis Zones for CDTC. The TAZ projections have been completed for Schenectady County.

Staff have been continuing to work on the NYSERDA Climate Smart Communities Grant offering regional outreach and technical support services to existing and potential Climate Smart Communities that have taken the NYS DEC Smart Communities pledge. The work program for the second year of work has been submitted and the program is expected to go through 2014.

Rocky is co-leading the Project Metrics and Monitoring Work Group of the Capital Region Economic Development Council with Ann Moynihan. Several meetings have been held during the last two months and an intern is expected to be hired to assist in collecting metrics on behalf of the Council. Discussions are underway with the Work Group leaders to identify the appropriate metrics to monitor plan progress.

10. Other Business

There was no other business at this time.

11. Next Commission Meeting

The next CDRPC Commission meeting is scheduled for May 15, 2013 at 8:30 am.

Adjournment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Hughes", with a long, sweeping horizontal line extending to the right.

Gary Hughes
Secretary



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MEMORANDUM (#13-11)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: May 7, 2013
Re: Financial Statement through April 30th, 2013

Enclosed for your review and approval are the current financial statements through April 2013. Invoices were sent to each of the four counties. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly. Through the first four months of the fiscal year, revenues are at 33.0% of the budgeted amount and expenses are at 29.0%. Par = 33.3%.

First quarter invoices were sent to the appropriate billing agencies for the CDYCI, Combined Sewer Overflow, Water Quality, NYSEDA, and the UPWP (Transportation) work programs.

As noted on the Statement of Financial Condition, on April 30th we had \$193,388 cash in the bank, including one Certificate of Deposit, and outstanding receivables totaling \$247,255.

| CD # | Value | Expires |
|---------------------|--------------|-------------------|
| 943799 | \$ 35,179.32 | November 23, 2013 |
| Total: \$ 35,179.32 | | |

CDRPC 2013 Income Statement

| Account | 2013 Budget | Jan 13 | Feb 13 | Mar 13 | Apr 13 | Year-to-Date | Balance | YTD % |
|-----------------------------------|----------------------|----------------------|-----------------------|----------------------|-----------------------|----------------------|----------------------|--------------|
| 2012 REVENUE | | | | | | | | |
| R2390.1 Albany County | \$ 74,590.00 | \$ 37,295.00 | \$ - | \$ - | \$ - | \$ 37,295.00 | \$ 37,295.00 | 50.0% |
| R2390.2 Rensselaer County | 39,091.00 | 19,545.50 | - | - | - | 19,545.50 | 19,545.50 | 50.0% |
| R2390.3 Saratoga County | 53,847.00 | 13,461.75 | - | - | - | 13,461.75 | 40,385.25 | 25.0% |
| R2390.4 Schenectady County | 37,938.00 | 9,484.50 | - | - | - | 9,484.50 | 28,453.50 | 25.0% |
| R2401.0 Interest & Earnings | 700.00 | 8.25 | 12.29 | 22.08 | 20.00 | 62.62 | 637.38 | 8.9% |
| R2770.1 Miscellaneous | 100.00 | - | - | - | - | - | 100.00 | 0.0% |
| R2770.3 Contractual Services | 20,000.00 | - | - | - | 5,000.00 | 5,000.00 | 15,000.00 | 25.0% |
| R2770.4 FTZ#121 | 30,000.00 | 18,750.00 | - | - | 4,000.00 | 22,750.00 | 7,250.00 | 75.8% |
| R2770.5 Conferences | 6,000.00 | - | - | - | - | - | 6,000.00 | 0.0% |
| R2770.6 CDYCI | 80,000.00 | - | - | 20,000.00 | - | 20,000.00 | 60,000.00 | 25.0% |
| R3900.3 NYSERDA | 72,000.00 | - | - | 25,256.58 | - | 25,256.58 | 46,743.42 | 35.1% |
| R3900.6 CSO Grant | 60,000.00 | - | - | 16,663.01 | - | 16,663.01 | 43,336.99 | 27.8% |
| R3900.7 Health Dept | 17,000.00 | - | - | - | - | - | 17,000.00 | 0.0% |
| R4000.2 EDA | 70,000.00 | 1,458.68 | - | 12,268.24 | - | 13,726.92 | 56,273.08 | 19.6% |
| R4000.3 Water Quality | 55,000.00 | - | - | 23,523.72 | - | 23,523.72 | 31,476.28 | 42.8% |
| R4000.4 UPWP | 129,000.00 | - | - | 39,346.66 | - | 39,346.66 | 89,653.34 | 30.5% |
| Gross Revenue | \$ 745,266.00 | \$ 100,003.68 | \$ 12.29 | \$ 137,080.29 | \$ 9,020.00 | \$ 246,116.26 | \$ 499,149.74 | 33.0% |
| 2012 EXPENSE | | | | | | | | |
| E.1010 Salaries | \$ 395,000.00 | \$ 32,788.48 | \$ 32,788.48 | \$ 32,788.48 | \$ 32,788.48 | \$ 131,153.92 | \$ 263,846.08 | 33.2% |
| E.1030 Temporary Services | 10,000.00 | - | - | - | - | - | 10,000.00 | 0.0% |
| E.2010 Office Equipment | 5,000.00 | - | 444.98 | 229.00 | 229.00 | 902.98 | 4,097.02 | 18.1% |
| E.2020 Furniture & Furnishings | 1,000.00 | - | - | - | - | - | 1,000.00 | 0.0% |
| E.4020 Workshops & Conferences | 6,000.00 | - | - | - | 250.00 | 250.00 | 5,750.00 | 4.2% |
| E.4030 Consultant Services | 11,000.00 | - | - | - | - | - | 11,000.00 | 0.0% |
| E.4040 Agency Memberships | 4,500.00 | 1,635.00 | - | - | - | 1,635.00 | 2,865.00 | 36.3% |
| E.4051 Computer Supplies/Software | 5,500.00 | 3,428.00 | - | 124.18 | - | 3,552.18 | 1,947.82 | 64.6% |
| E.4055 Data Purchases | 500.00 | - | - | - | - | - | 500.00 | 0.0% |
| E.4060 Equipment Maintenance | 1,500.00 | - | - | - | - | - | 1,500.00 | 0.0% |
| E.4070 Office Supplies | 3,000.00 | 396.06 | 61.66 | 322.79 | 183.28 | 963.79 | 2,036.21 | 32.1% |
| E.4080 Books & Journals | 750.00 | 323.10 | - | - | - | 323.10 | 426.90 | 43.1% |
| E.4090 Printing & Publishing | 10,000.00 | 545.04 | 55.00 | 855.04 | 81.96 | 1,537.04 | 8,462.96 | 15.4% |
| E.4110 Rent | 64,000.00 | 9,752.78 | 4,981.98 | 4,736.75 | 4,792.30 | 24,263.81 | 39,736.19 | 37.9% |
| E.4120 Telephone | 4,000.00 | 429.55 | 314.38 | 331.20 | 341.20 | 1,416.33 | 2,583.67 | 35.4% |
| E.4121 Internet | 1,000.00 | 263.41 | 62.96 | 62.96 | 62.96 | 452.29 | 547.71 | 45.2% |
| E.4130 Travel | 10,000.00 | - | 333.65 | - | 930.16 | 1,263.81 | 8,736.19 | 12.6% |
| E.4140 Equipment Repairs | 500.00 | - | - | - | - | - | 500.00 | 0.0% |
| E.4150 Postage | 3,000.00 | 150.00 | 6.15 | 150.00 | 92.00 | 398.15 | 2,601.85 | 13.3% |
| E.4160 Miscellaneous | 1,000.00 | 5.01 | - | - | - | 5.01 | 994.99 | 0.5% |
| E.4170 Payroll Services | 1,900.00 | 155.00 | 241.55 | 146.80 | 146.80 | 690.15 | 1,209.85 | 36.3% |
| E.4190 Contingent Fund | 1,000.00 | - | - | - | - | - | 1,000.00 | 0.0% |
| E.4200 Insurance-General | 1,500.00 | 1,373.61 | - | - | - | 1,373.61 | 126.39 | 91.6% |
| E.4210 Meeting Expenses | 1,500.00 | - | 100.56 | 78.61 | 255.07 | 434.24 | 1,065.76 | 28.9% |
| E.4260 Bad Debt Expense | - | - | - | - | - | - | - | - |
| E.8010 NYS Retirement | 78,000.00 | - | - | - | - | - | 78,000.00 | 0.0% |
| E.8030 FICA | 31,600.00 | 2,541.82 | 2,575.34 | 2,575.34 | 2,575.34 | 10,267.84 | 21,332.16 | 32.5% |
| E.8040 Ins.-Worker's Comp. & Dis. | 2,500.00 | 1,873.65 | - | - | - | 1,873.65 | 626.35 | 74.9% |
| E.8050 Ins.-Health | 90,000.00 | 12,667.52 | 6,796.24 | 6,796.24 | 6,796.24 | 33,056.24 | 56,943.76 | 36.7% |
| E.8060 Ins.-Unemployment | 1,200.00 | 494.34 | 237.20 | 33.46 | - | 765.00 | 435.00 | 63.8% |
| E.8070 Prof. Memberships | 1,000.00 | - | 200.00 | - | - | 200.00 | 800.00 | 20.0% |
| E.8080 Continuing Education | 1,000.00 | - | - | - | - | - | 1,000.00 | 0.0% |
| Gross Expenses | \$ 748,450.00 | \$ 68,822.37 | \$ 49,200.13 | \$ 49,230.85 | \$ 49,524.79 | \$ 216,778.14 | \$ 531,671.86 | 29.0% |
| Net Operating Income | \$ (3,184.00) | \$ 31,181.31 | \$ (49,187.84) | \$ 87,849.44 | \$ (40,504.79) | \$ 29,338.12 | | |
| A909 Fund Balance-Unreserved | 3,184.00 | - | - | - | - | - | | |
| Net Income | \$ - | \$ 31,181.31 | \$ (49,187.84) | \$ 87,849.44 | \$ (40,504.79) | \$ 29,338.12 | | |

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

April 30, 2013

Assets

| | | |
|--|----|------------|
| Cash — Checking | \$ | 30,150.13 |
| Cash — Money Market | | 128,058.26 |
| Cash — Certificates of Deposit | | 35,179.32 |
| Petty Cash | | 200.00 |
| Net Due from Private Persons/Organizations | | 13,554.30 |
| Due from State & Federal Governments | | 224,216.05 |
| Due from Other Governments | | 9,484.50 |
| Prepaid Expenses | | 267.96 |
| Carryover Revenue | | - |
| | | <hr/> |
| <i>Sub-Total: Assets</i> | \$ | 441,110.52 |
| Expenses — Year-to-Date | | <hr/> |
| | | 216,778.14 |

Total \$ 657,888.66

Liabilities & Fund Balance

| | | |
|--|----|------------|
| Due to Other Governments | \$ | - |
| Due to Private Persons/Organizations | | 80,111.51 |
| Deferred Project Revenue | | 21,273.08 |
| Fund Balance — Unrestricted | | 310,387.81 |
| | | <hr/> |
| <i>Sub-Total: Liabilities & Fund Balance</i> | \$ | 411,772.40 |
| Revenue — Year-to-Date | \$ | <hr/> |
| | | 246,116.26 |

Total \$ 657,888.66

Net Income (Loss) \$ 29,338.12



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MEMORANDUM (#13-12)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: May 7, 2013

Re: Climate Smart Communities Program

CDRPC is wrapping up our first year of the NYSERDA-funded Climate Smart Communities Grant. The primary objective of the grant is to address climate change by helping communities reduce greenhouse gas emissions. During the first year, CDRPC staff, in partnership with the consulting firms Climate Action Associates, LLC, and VHB Engineering, Surveying and Landscape Architecture, P.C., has created a regional greenhouse gas inventory and a Climate Smart Communities Outreach Plan. In addition, regional outreach has been provided to existing and potential Climate Smart Community participants (communities that have taken the NYS DEC Smart Communities pledge). Direct technical support services have been provided to 13 of the 17 communities. As a result of the discussions, customized service strategies have been developed for these communities. Implementation of the strategies is currently underway.

Staff has also prepared and submitted for NYSERDA approval the scope of work for the second year of this program. At the Commission meeting, staff will present a Progress Report of first year activities as well as outline actions planned for the second year.



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MEMORANDUM (#13-13)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: May 7, 2013
Re: Long Term Control Plan – Combined Sewer Overflow Study

Technical meetings have been held on a weekly basis with DEC to discuss the water quality standards, modeling and green infrastructure. DEC has agreed that sufficient technical meetings have occurred to allow the Joint Venture Team to move on to responding to the comment letter in writing. Written responses are due to be delivered to DEC by May 18, 2013 for review and comment by June 5, 2013.

The communities agreed to a funding amendment for the existing Intermunicipal Agreement to cover the expenses associated with engineering, legal and administrative support for the negotiations phase. Communities have been billed for the full amount listed in the funding amendment.

CDRPC issued an RFQ, on behalf of the Albany Pool, for a Financial Advisor to review the draft governance structure for funding issues. Fiscal Advisors & Marketing has accepted the contract and work is underway.

A meeting was held with the Albany Pool Chief Elected Officials on April 4 to present and discuss the draft governance structure. All communities are concerned about the financial implications of a joint LTCP and will withhold judgment on the governance structure until the allocation methodology is in place. The Albany Pool technical committee met on April 24 and May 2 to determine the factors that would be used in the allocation, the relative weighting of the factors and credits for completed projects. Discussion will continue on May 8.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT

March 11, 2013 to May 5, 2013

A. ADMINISTRATION

1. The 2013 Q1 billings were prepared and submitted for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, CSO administrative contract, and the NYSERDA contract.

B. REGIONAL PLANNING

Regional Information System & Data Services

1. The staff responded to approximately 40 call-in and e-mail data requests during the reporting period.
2. For the first four months of 2013, CDRPC's website received 280,084 page hits, down 13.1% from 2012 (NYS DOT & the Thruway Authority disabled our direct links to their traffic web cams, a major source of page hits); and 30,823 visitors, up 16.3% over the previous year. The Commission continues to receive very positive feedback about the quantity and quality of data available on the 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. Staff also continues to serve on the NYS GIS Coordinating Body.
4. Five-year school enrollment projections were completed for the South Glens Falls School District. Enrollment projections are underway for the Niskayuna Central School District.

Water Quality Planning

1. The Staff has continued work on the 604(b) 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. Staff attended the quarterly water quality coordination meeting with DEC and NYSARC on April 22.
2. Staff is serving on the technical advisory committee of the Mohawk River Watershed Plan being carried out by a consortium of soil and water conservation districts. Staff is currently serving on the Municipal Codes subcommittees related to this effort. Staff is also serving on the Mohawk River Basin Steering Committee, which a partnership between NYSDEC, NYDOS, and Congressman Tonko's Mighty Waters Taskforce.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

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. Staff continues to work on Foreign-Trade Zone activities. Staff has reviewed and commented on MPM Silicones' Production Authority Application. Staff submitted the 2012 fiscal year annual report to the Foreign-Trade Zones Board. An import-export training program has been scheduled for June 17 at the Albany Chamber of Commerce. FTZ Inquiries: 1, Albany County, 1 Rensselaer County.
3. The March/April issue of *Capital District Data* was prepared and is being published. The issue includes 2012 residential housing sales through the MLS and 2013 real property tax rates.
4. The Executive Director is co-leading the Project Metrics and Monitoring Work Group of the Capital Region Economic Development Council with Ann Moynihan, President of Documentation Strategies. There have been a series of meetings held during the last two months with feedback received from the other work groups. As a result, a two tier approach is emerging. Tier one Metrics will be focused to specific strategies to measure and monitor outcome for inclusion in the plan update while tier two will include a more comprehensive set of metrics that are more detailed in nature.

MEETINGS:

- 3/12/13 Ferraro: Canal Recreationway Commission meeting.
- 3/13/13 Ferraro: CDTC Complete Street Working Group meeting.
- 3/13/13 Shannon: Center for Watershed Protection webinar: Stormwater Retrofitting.
- 3/14/13 Shannon: Saratoga County MS4 Coordinators meeting.
- 3/14/13 Ferraro & Shannon: CSO Technical Committee meeting.
- 3/14/13 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 3/14/13 Ferraro: Presentation/discussion of Metrics with the Capital Region Economic Development Council Workforce and Education Workgroup.
- 3/15/13 Shannon: Capital Region Economic Development Council Infrastructure Work Group.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 4/2/13 Ferraro/Wardle: Meeting with Schenectady County re: EDA program opportunity.
- 4/3/13 Fabozzi: CDTC Planning Committee meeting.
- 4/3/13 Ferraro & Shannon: CSO meeting with DEC.
- 4/3/13 King: Schenectady County Water Quality Coordinating Committee meeting.
- 4/3/13 Shannon: CSO presentation at SUNY Albany.
- 4/4/13 Fabozzi: Meeting with CDTC staff regarding coordination of climate/energy session at the HVCC planning and zoning workshop.
- 4/4/13 Ferraro & Shannon: CSO Technical meeting.
- 4/4/13 Ferraro & Shannon: CSO Governance Structure meeting.
- 4/5/13 Ferraro: Meeting with DEC re: CSO LTCP comment letter.
- 4/10/13 Ferraro & Shannon: CSO Allocation meeting.
- 4/10/13 Ferraro & Shannon: CSO meeting with DEC.
- 4/11/13 Ferraro & Shannon: CSO meeting with DEC.
- 4/11/13 Ferraro & Shannon: CSO meeting with Beveridge & Diamond.
- 4/11/13 King: Saratoga County MS4 meeting.
- 4/11/13 King: Saratoga County Airport Master Plan Update meeting.
- 4/11/13 Shannon: Saratoga County Stormwater Intern meeting.
- 4/11/13 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 4/12/13 Shannon: FTZ meeting with Lexim.
- 4/12/13 Ferraro: Capital District Library Council Trustee meeting.
- 4/15/13 Ferraro: Meeting with DEC re: CSO LTCP comment letter.
- 4/15/13 King: Enrollment projection presentation to South Glens Falls School District Board of Education.
- 4/15/13 Shannon: meeting with Albany Water Board re CSO project.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 4/29/13 Fabozzi: City of Watervliet Bike Master Plan Study Advisory Meeting.
- 4/30/13 Ferraro: CDTC Transportation Coordination Committee meeting.
- 4/30/13 Shannon: Water Alliance Webinar: EPA Stormwater Rulemaking.
- 5/1/13 Ferraro: Meeting with Union Graduate College to discuss Metrics
- 5/1/13 Fabozzi: CDTC Planning Committee meeting.
- 5/1/13 Shannon: Schenectady County Water Quality Coordinating Committee
- 5/1/13 Shannon: Patroon Creek Daylighting meeting with Copenhagen Environmental.
- 5/2/13 Ferraro, Wardle & Shannon: CSO Allocation Structure meeting.
- 5/3/13 Ferraro & King: Meeting to discuss Capital Region impact analysis of creative economy.
- 5/3/13 Shannon: Capital Region Economic Development Council Infrastructure Work Group.

**The Capital District Regional Planning Commission
and the
Albany County Dept. of Economic Development, Conservation, & Planning,
Rensselaer County Economic Development & Planning,
Saratoga County Planning Department, and
Schenectady County Planning Dept.**

Present a Local Government Planning & Zoning Workshop

June 20, 2013: 8:00 to 3:30
Bulmer Telecommunications Center,
Hudson Valley Community College, Troy, New York

Program Sessions

| Time | Session A | Session B | Session C |
|-------------|--|--|--|
| 8:00-8:30 | Registration | | |
| 8:30-10:15 | The Local Experience with Green Infrastructure This session will discuss the Albany County Green Infrastructure codes revisions and examples of Green Infrastructure in Albany, Rensselaer, Saratoga and Schenectady counties | | |
| 10:30-12:30 | <p style="text-align: center;">Zoning Board Overview*</p> <p>A discussion of the powers and duties of the Zoning Board of Appeals, including standards for issuances of use and area variances.</p> | <p style="text-align: center;">Green Infrastructure and Understanding Maintenance Requirements</p> <p>Municipalities have struggled with how to deal with maintenance responsibilities. This session will discuss maintenance and ownership options, the advantages and disadvantages of HOA's, municipal ownership and the use of stormwater management districts.</p> | <p style="text-align: center;">Climate & Energy</p> <p>Electric vehicle design guidelines and permitting issues: how they are being handled in Albany and how other local municipalities can become "EV Ready." A discussion of NYSERDA's Transportation and Climate Initiative and related programs, and case studies of EV charging stations in our region will follow.</p> |
| 12:30-1:30 | Lunch | | |
| 1:30-3:30 | <p style="text-align: center;">Subdivision Review*</p> <p>Review of the elements of a subdivision plat – layout of lots and infrastructure- and concepts of deep lots and clustering. SEQR, county referral, public hearings, decision making and default approvals also addressed.</p> | <p style="text-align: center;">MS4 Permit Topics</p> <p>Carol Lamb-LaFay will discuss current issues in stormwater, including the construction NOI and municipal annual reports.</p> | <p style="text-align: center;">Form Based Codes</p> <p>A discussion of form based codes and how they are being implemented in Malta and Clifton Park</p> |

If your municipality has passed a resolution accepting this training, it will meet the State law for Planning and Zoning Boards continuing education requirements (sample resolutions available upon request). A certificate of attendance will be provided to Planning and Zoning Board attendees for each session attended.

*Service credit hours for Code Enforcement officers attending these courses.

Fee: \$30, which includes lunch. Please make checks payable to CDRPC.

Registration Deadline: June 14, 2013

Registration Form

Registration will end when seats are filled or by June 14, 2013.
To register, please fill out and mail, e-mail or fax this form to:

Capital District Regional Planning Commission
One Park Place, Suite 102
Albany, New York 12205
Fax: 453-0856

E-mail: Donna@CDRPC.org

Please photocopy this form as needed for additional registrants. If you have any questions, call Donna Reinhart at CDRPC: 453-0850.

Name: _____

Affiliation: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Please indicate the 10:30 session you plan to attend:

- Zoning Board Overview
- Green Infrastructure and Understanding Maintenance Requirements
- Climate and Energy

Please indicate the 1:30 session you plan to attend:

- Subdivision Review
- MS4 Permit Topics
- Form Based Codes

Directions to HVCC: From the North: The Hudson Valley campus is minutes from exit 7 of the Northway (I-87). Follow Rte. 7 East approximately 1.5 miles to I-787 South. Take I-787 South to Rte. 378 East. Over bridge bear right to Rte. 4 south and continue for 1 mile to the campus on your left. From the South: Take Exit 23 off I-87 (NYS Thruway). Follow I-787 North 6 miles to the exit for Rte. 378 East and follow as above. From the East: Take Exit B-1 of the Massachusetts Turnpike and follow I-90 approximately 9 miles to Exit 8. Turn left off ramp to Route 4. Campus is 5 miles ahead on the right. From the West: Take Exit 24 off I-90 (NYS Thruway), continue on I-90 East 6 miles to I-787 North (Troy). Follow I-787 as above.