



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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Senior Planner
Joanna H. King

Office Manager
Donna M. Reinhart

Planning Intern
Bryan Jackson

COMMISSION MEETING

8:30 am, Wednesday, October 16, 2013
CDRPC Office
One Park Place
Albany, New York
453-0850

AGENDA

1. Welcome & Introductions
2. July 17th, 2013 Meeting Minutes*
3. Financial Statement through September 30th, 2013 (Memo 13-19)*
4. Appointment of Nominating Committee by Chair
5. Appointment of new Staff Person (Memo 13-20)*
6. Metrics Report Presentation by Joanna King (Memo 13-21)
7. LTCP – CSO Update (Memo 13-22)
8. Staff Activity Report
9. Other Business
10. Next Commission Meeting Date: December 18th, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

July 17, 2013

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Willard Bruce, Lucille McKnight, Michael Morelli, Kristin Swinton, Judy Breselor, James Shaughnessy, Fred Acunto, Philip Barrett, Jason Kemper, John Murray, Gary Hughes, Joe Landry, Barbara Mauro

ABSENT: Michael Whalen, Stan Brownell, Michael Cristo, Michael Stammel, Paul Sausville, Donald Ackerman, Matthew Martin

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

1. Welcome & Introduction of Guests

Paul Stewart and Mike Zovistoski from UHY LLP were in attendance.

2. May 15, 2013 Meeting Minutes

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

Action Taken

Jack Murray made a motion to approve the May 15, 2013 meeting minutes and Fred Acunto seconded. The motion was approved unanimously.

3. Financial Statement through June 30, 2013

The financial statement represents activities through June 30, 2013. For the first six months of the year, revenues are at 53.1% and expenses are at 43.2%. There is approximately \$281,480 cash in the bank including one CD and outstanding receivables totaling \$154,703.

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

The contract with the Capital District Community Gardens under the Health Department for \$17,000 was not continued as anticipated. Rocky does, however, anticipate entering into a new contract with the Albany Pool communities regarding the CSO project in which CDRPC will be the management entity responsible for the program.

Action Taken

Lucille McKnight made a motion to approve the Financial Statement and Phil Barrett seconded. The motion was approved unanimously.

4. 2012 Audit Report, Presentation by UHY LLP Certified Public Accountants

A copy of the FY-2012 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, 2012.

One change that was noted was a change in GASB Statement No. 63, which changes the name of the balance sheet to the Statement of Net Position. This change has no effect on the numbers in the financial statements. There were no material adjustments in the audit.

Action Taken

Gary Hughes made a motion to approve the 2012 Audit Report and Judy Breselor seconded. The motion was approved unanimously.

5. 2014 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 2014 budgets and need to receive our budget request for inclusion in their budget proposals. Overall, the 2014 proposed budget is 5.3% greater than the 2013 budget. A final budget will be prepared for the December Commission meeting.

The amount requested from each county will remain the same as 2013. 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 contractual services revenue item reflects anticipated work during 2014 including school enrollment projections. We have a three year contract with Shenendehowa Central School District as well as Ballston Spa Central School District.

The current NYSERDA grant is for the period of May 1, 2013 through April 30, 2014. It is anticipated that funding will be available for a third year beginning May 1, 2014, but at a reduced amount. The amount received this year is less than received for the period May 1, 2012 to April 30, 2013.

The CSO grant will be increasing significantly as CDRPC anticipates taking on a management role relative to the implementation of the Long Term Control Plan. An inter-municipal governance structure is proposed to manage and implement the projects on behalf of the Albany Pool communities. An estimated cost to provide those services would be approximately \$150,000 annually to CDRPC over the next 15 years.

The grant from the Economic Development Administration (EDA) will be reduced by \$10,000 for the next contract from July 1, 2013 through June 30, 2014 due to federal budget cuts. The NYS Department of Environmental Conservation for the Water Quality Program

also reflects a reduced amount. The current UPWP contract with CDTC started April 1, 2013 through March 31, 2014 for \$139,000. Rocky anticipates a similar amount of funding will be available beginning April 1, 2014.

The salary line item assumes there will be a part time professional staff person hired to assist in carrying out the Commission's scope of work. Due to the additional responsibilities associated with the CSO project, an additional staff person will be needed. The new staff person will be employed by CDRPC with the possibility of full time hours in the future. Adjustments were made to several of the accounts including the NYS Retirement and FICA to reflect the hiring of a new staff person.

There will not be a need to draw down from the Fund Balance which is projected to be at least \$310,000 at the beginning of 2014.

Action Taken

Lucille McKnight made a motion to approve the 2014 Preliminary Budget and Gary Hughes seconded. The motion was approved unanimously.

6. LTCP – CSO Update

Negotiations are underway with DEC regarding the projects that have been identified in the LTCP and the timeframe.

A memorandum outlining the engineering response to the DEC Comment Letter was submitted to DEC on June 20th. A follow up leadership meeting was held with DEC on June 26th. DEC has agreed that a copy of the responses, with an updated project schedule and some additional details can be added to the Long Term Control Plan rather than a complete rewrite of the LTCP.

An Inter-municipal agreement, including the cost allocation responsibilities of each community continued through May and June with the technical committee and Chief Elected Officials. At this time, all communities have agreed to continue collaborating on the Long Term Control Plan implementation. The Memorandum of Agreement, which lays out these primary issues and responsibilities is currently being reviewed by each of the city/village councils for their approval. To date, four of the six communities have signed the memorandum of agreement.

CDRPC met with the technical committee on June 24th to discuss the Consolidated Funding Application (CFA) grant opportunities. CDRPC will be assisting with writing 2 Green Innovation Grant Program, 2 Wastewater Engineering/Planning, and 1 Local Government Efficiency applications. Two communities will be submitting Community Development Block Grant applications and one community will submit their own GIGP application. Deb Shannon is currently writing five CFA applications which are due August 12. Rocky anticipates an approved Long Term Control Plan by mid August from DEC.

7. **Capital District Juvenile Secure Detention Facility Background Paper**

Rocky provided the Board a background paper to provide a basic outline of the governance and financing structure associated with the Capital District Youth Center, Inc. (CDYCI).

Fred Acunto added that the background paper is a great source of information and suggested it be distributed to County Administrators, Supervisors, County Executives and Legislators of the four counties and to be distributed within their municipality. Rocky informed the Board that the CDYCI background paper will go out to these individuals within the next week.

8. **Staff Activity Report**

A Planning & Zoning workshop was held Thursday, June 20 at HVCC. There were approximately 150 participants. There will be another workshop held in October.

Barbara Mauro announced that Joanna King did a great job on the School Enrollment Projection Presentation at the School Board meeting in Niskayuna on July 15.

9. **Other Business**

There was no other business at this time.

10. **Next Commission Meeting**

The next CDRPC Commission meeting is scheduled for October 16, 2013 at 8:30 am.

Adjournment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Hughes". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Gary Hughes,
Secretary



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MEMORANDUM (#13-19)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 9, 2013
Re: Financial Statement through September 30th, 2013

Enclosed for your review and approval are the current financial statements through September 2013. An invoice was sent to Saratoga County for the fourth quarter payment. The remaining three counties have paid through December. Through the first nine months of the fiscal year, revenues are at 79.1% of the budgeted amount and expenses are at 64.9%. Par = 75.0%.

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

As noted on the Statement of Financial Condition, on June 30th we had \$297,099 cash in the bank, including one Certificate of Deposit, and outstanding receivables totaling \$116,423.

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

CDRPC 2013 Income Statement

Account	2013 Budget	Jun 13	Jul 13	Aug 13	Sep 13	Year-to-Date	Balance	YTD %
2012 REVENUE								
R2390.1 Albany County	\$ 74,590.00	\$ -	\$ 37,295.00	\$ -	\$ -	\$ 74,590.00	\$ -	100.0%
R2390.2 Rensselaer County	39,091.00	-	19,545.50	-	-	39,091.00	-	100.0%
R2390.3 Saratoga County	53,847.00	-	13,461.75	-	-	40,385.25	13,461.75	75.0%
R2390.4 Schenectady County	37,938.00	-	9,484.50	-	-	28,453.50	9,484.50	75.0%
R2401.0 Interest & Earnings	700.00	15.81	21.52	23.94	-	136.65	563.35	19.5%
R2770.1 Miscellaneous	100.00	-	-	-	-	1.95	98.05	2.0%
R2770.3 Contractual Services	20,000.00	-	-	-	-	-	-	-
R2770.4 FTZ#121	30,000.00	-	6,250.00	-	5,000.00	10,000.00	10,000.00	50.0%
R2770.5 Conferences	6,000.00	2,040.00	840.00	300.00	90.00	3,750.00	2,250.00	62.5%
R2770.6 CDYCI	80,000.00	20,000.00	-	-	-	40,000.00	40,000.00	50.0%
R3900.3 NYSERDA	72,000.00	-	-	-	29,889.37	61,885.40	10,114.60	86.0%
R3900.6 CSO Grant	60,000.00	39,405.73	-	-	21,409.01	77,477.75	(17,477.75)	129.1%
R3900.7 Health Dept	17,000.00	-	-	-	-	-	17,000.00	0.0%
R4000.2 EDA	70,000.00	21,273.08	-	-	28,157.52	63,157.52	6,842.48	90.2%
R4000.3 Water Quality	55,000.00	15,187.66	-	-	8,319.48	47,030.99	7,969.01	85.5%
R4000.4 UPWP	129,000.00	21,292.69	-	-	13,597.76	74,237.01	54,762.99	57.5%
Gross Revenue	\$ 745,266.00	\$ 119,214.97	\$ 86,898.27	\$ 323.94	\$ 106,463.14	\$ 589,197.02	\$ 156,068.98	79.1%
2012 EXPENSE								
E.1010 Salaries	\$ 395,000.00	\$ 32,788.48	\$ 32,788.48	\$ 34,628.21	\$ 28,664.82	\$ 292,812.39	\$ 102,187.61	74.1%
E.1030 Temporary Services	10,000.00	1,320.00	1,342.00	1,347.50	456.50	5,181.00	4,819.00	51.8%
E.2010 Office Equipment	5,000.00	229.00	229.00	229.00	271.79	2,090.77	2,909.23	41.8%
E.2020 Furniture & Furnishings	1,000.00	-	-	409.98	-	1,093.23	(93.23)	109.3%
E.4020 Workshops & Conferences	6,000.00	4,514.68	1,250.00	-	-	6,014.68	(14.68)	100.2%
E.4030 Consultant Services	11,000.00	-	7,200.00	-	-	7,200.00	3,800.00	65.5%
E.4040 Agency Memberships	4,500.00	-	2,000.00	-	145.00	3,780.00	720.00	84.0%
E.4051 Computer Supplies/Software	5,500.00	-	-	1,460.22	-	5,012.40	487.60	91.1%
E.4055 Data Purchases	500.00	-	-	-	-	425.00	75.00	85.0%
E.4060 Equipment Maintenance	1,500.00	-	150.00	-	-	150.00	1,350.00	10.0%
E.4070 Office Supplies	3,000.00	377.34	276.99	112.35	306.77	2,105.17	894.83	70.2%
E.4080 Books & Journals	750.00	-	-	-	150.80	473.90	276.10	63.2%
E.4090 Printing & Publishing	10,000.00	-	-	549.30	1,038.65	3,675.01	6,324.99	36.8%
E.4110 Rent	64,000.00	4,906.19	4,866.19	4,855.11	5,221.17	49,344.61	14,655.39	77.1%
E.4120 Telephone	4,000.00	357.90	321.31	327.84	390.57	3,193.39	806.61	79.8%
E.4121 Internet	1,000.00	62.96	62.96	88.50	88.50	868.15	131.85	86.8%
E.4130 Travel	10,000.00	720.76	345.12	1,134.22	-	3,463.91	6,536.09	34.6%
E.4140 Equipment Repairs	500.00	-	-	-	-	-	500.00	0.0%
E.4150 Postage	3,000.00	-	37.44	242.00	150.00	1,277.59	1,722.41	42.6%
E.4160 Miscellaneous	1,000.00	-	-	-	-	61.92	938.08	6.2%
E.4170 Payroll Services	1,900.00	152.20	151.20	156.50	156.50	1,453.35	446.65	76.5%
E.4190 Contingent Fund	1,000.00	-	-	-	-	-	1,000.00	0.0%
E.4200 Insurance-General	1,500.00	-	-	-	-	1,373.61	126.39	91.6%
E.4210 Meeting Expenses	1,500.00	246.96	59.36	143.72	4.37	1,271.79	228.21	84.8%
E.4260 Bad Debt Expense	-	-	-	-	-	-	-	-
E.8010 NYS Retirement	78,000.00	-	-	-	-	-	78,000.00	0.0%
E.8030 FICA	31,600.00	2,676.33	2,678.01	2,802.42	2,261.30	23,315.93	8,284.07	73.8%
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	-	-	-	-	1,873.65	626.35	74.9%
E.8050 Ins.-Health	90,000.00	6,796.24	6,796.24	6,577.19	6,358.14	66,380.29	23,619.71	73.8%
E.8060 Ins.-Unemployment	1,200.00	19.80	180.57	20.21	6.85	1,003.16	196.84	83.6%
E.8070 Prof. Memberships	1,000.00	-	-	-	-	200.00	800.00	20.0%
E.8080 Continuing Education	1,000.00	-	-	-	240.00	300.00	700.00	30.0%
Gross Expenses	\$ 748,450.00	\$ 55,168.84	\$ 60,734.87	\$ 55,084.27	\$ 45,911.73	\$ 485,394.90	\$ 263,055.10	64.9%
Net Operating Income	\$ (3,184.00)	\$ 64,046.13	\$ 26,163.40	\$ (54,760.33)	\$ 60,551.41	\$ 103,802.12		
A909 Fund Balance-Unreserved	3,184.00	-	-	-	-	-	-	-
Net Income	\$ -	\$ 64,046.13	\$ 26,163.40	\$ (54,760.33)	\$ 60,551.41	\$ 103,802.12		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition September 30, 2013

Assets

Cash — Checking	\$	30,327.29
Cash — Money Market		231,592.01
Cash — Certificates of Deposit		35,179.32
Petty Cash		200.00
Net Due from Private Persons/Organizations		9,554.30
Due from State & Federal Governments		102,891.88
Due from Other Governments		3,977.25
Prepaid Expenses		467.88
Carryover Revenue		-
<i>Sub-Total: Assets</i>	\$	<u>414,189.93</u>
Expenses — Year-to-Date		<u>485,394.90</u>

Total \$ 899,584.83

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		-
Deferred Project Revenue		-
Fund Balance — Unrestricted		310,387.81
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>310,387.81</u>
Revenue — Year-to-Date	\$	<u>589,197.02</u>

Total \$ 899,584.83

Net Income (Loss) \$ 103,802.12



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MEMORANDUM (#13-20)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 9, 2013
Re: Staff Appointment

With the resignation of Deborah Shannon in August, a Project Manager position responsible for managing the implementation of the Albany Pool Combined Sewer Overflow Long Term Control Plan needed to be filled. The position was posted on CDRPC's web site, an advertisement was placed in the Thursday and Sunday edition of the Times Union, and a job description was sent via the e-mail distribution list to members of the New York Upstate Chapter of the American Planning Association along with a posting on their web site. Sixteen applications were received and five persons were interviewed. A representative from the Albany Pool communities participated in the interviews. From those five interviews, a candidate has been selected and offered the position pending confirmation by the Board.



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MEMORANDUM (#13-21)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 9, 2013
Re: Metrics Report Presentation

CDRPC staff was responsible for the creation of a data appendix for inclusion in the Capital Region Economic Development Council 2013 Strategic Plan Update and Progress Report. The metrics were chosen to measure success toward the Council's vision for a better tomorrow in the Capital Region and to ensure that our collective efforts result in positive changes as outlined in the Plan's goals and strategies. The metrics are designed to provide an on-going analysis of the Region by focusing attention on critical needs; encouraging discussion of solutions; and keeping track of progress toward achieving economic, environmental, and social sustainability.

The selected indicators was the result of an interactive process with ongoing input and feedback solicited from Council members, community stakeholders, and relevant state agencies including the Department of State, Department of Labor, and Empire State Development. It also included a careful review of existing models and available data.

Two metrics were selected for each of the eight CREDC goals for inclusion in a data dashboard. Charts and tables were prepared as appropriate for each metric, and a brief statement was also included to highlight key details of the metric. The presentation will focus on the 16 metrics presented in the dashboard.

A copy of the full metrics report is available on our web site.



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MEMORANDUM (#13-22)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 9, 2013

Re: Long Term Control Plan – Combined Sewer Overflow Study

A series of meetings have been held with the Technical Advisory group, members of the engineering, financial, and legal teams, and with NYS DEC since July. A Supplemental Project Report was submitted to DEC in September in response to the December, 2012 DEC comment letter outlining their concerns/questions with the Combined Sewer Overflow Long Term Control Plan (LTCP) document previously submitted to DEC in June, 2011.

Negotiations with DEC have continued specifying the language to be included in the Consent Order. It is expected that agreement between the Albany Pool communities and DEC will be forthcoming shortly. CDRPC will be the designated Project Manager working on behalf of the Albany Pool communities to assure implementation of the LTCP. In the meantime, a preliminary RFQ has been prepared seeking Bond Counsel services to provide legal advisory services and other assistance as necessary with respect to the issuance of general obligation debt to pay for the capital improvements outlined in the Plan.

As noted in Memo13-20, CDRPC will be hiring a Project Manager responsible to manage implementation of the Plan per the requirements outlined in the Consent Order.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT

July 8, 2013 to October 6, 2013

A. ADMINISTRATION

1. The 2013 Q3 billings were prepared and are being reviewed for submission 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 contract.
2. The contract for the 2013-2014 EDA Planning Grant was signed.
3. The Indirect Cost Rate (Fringe and Indirect Overhead rates based on Direct Labor) proposal based on the 2012 audited financial statements was accepted by EDA.
4. Candidate interviews were held for the Project Manager position that became vacant due to the resignation of Deborah Shannon in August. A primary responsibility of the selected candidate will be managing the implementation of the Albany Pool Combined Sewer Overflow Long Term Control Plan. A 501 (c)(3) will be created with CDRPC responsible for providing management oversight on behalf of the Albany Pool communities. (See Memo 13-20)

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. For the first three quarters of 2013, CDRPC's website received 507,986 page hits, down 50.6% from 2012 (NYS DOT & the Thruway Authority disabled our direct links to their traffic web cams, a major source of page hits); and 63,535 visitors, down 4.2% over 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 also continues to serve on the NYS GIS Coordinating Body, which is now called the NYS Geospatial Advisory Council.
4. Five-year school enrollment projections were completed for the Niskayuna Central School District. Work is underway on five-year school enrollment projections for the Ballston Spa Central School District and Shenendehowa Central School District.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

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.
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 also serving on the Mohawk River Basin Steering Committee, which a partnership between NYSDEC, NYDOS, and Congressman Tonko's Mighty Waters Taskforce.
3. Responses have been prepared to the DEC Comment letter and Long Term Control Plan Negotiations have continued throughout the report period. Final plan approval by DEC is expected shortly. (See Memo 13-22)

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. Work has begun on the TAZ Employment projections.
3. Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Current linkage studies underway include: Town of Schodack Town Center Linkage Study, the Clifton Park Form Based Code linkage study, the city of Watervliet Bike Master Plan, and the East Greenbush Design Guidelines study.
4. Staff has begun activities related to the second year of the NYSERDA-funded Climate Smart Communities Pilot grant, which included updating the outreach plan, launching the CSC webpage, and meeting with CSC participants to discuss technical assistance options. Under the first year, staff, in conjunction with subcontractors, Climate Action Associates, and VHB Engineering, Surveying and Landscape Architecture, developed a regional greenhouse gas inventory, an outreach plan, community profiles, and technical service strategies for the Climate Smart Communities, as well as held three training sessions on climate change and energy conservation.

Human Resources & Criminal Justice

1. The Juvenile Detention facility utilization was 96.8% for July, 88.7% for August 2013, and 71.0% for September.
2. Billings to the counties using the Facility were computed and sent out through August 2013. September Billings will be sent out shortly.

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. Recent additions include the 2011 municipal and school district finance data.
2. Staff continues to work on Foreign-Trade Zone activities. FTZ Inquiries: 1, Fulton County.
3. The July/August issue of *Capital District Data* was prepared and published. The issue includes the 2011 municipal and school district finance data.
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. A number of data sets were collected and a metrics dashboard was created to complement the full metrics report and appendix which was submitted to the Council for inclusion in the Progress Report. (See Memo 13-21)

MEETINGS:

- 7/8/13 Ferraro: Capital Region Economic Development Council Executive Committee meeting.
- 7/9/13 Ferraro: NYSARC Executive Director's meeting.
- 7/9/13 King: CDTC Bike/Pedestrian Task Force.
- 7/10/13 Fabozzi: CDTC Planning Committee meeting.
- 7/10/13 Ferraro/Jackson/King: CREDC meeting.
- 7/10/13 King: Planning & Vision subcommittee, Saratoga: A Framework for Success.
- 7/11/13 Fabozzi: Town of East Greenbush CSC consultation meeting.
- 7/12/13 Ferraro: Meeting with Albany-Colonie Chamber, CDTC and Airport officials to discuss proposed Northway Exit 4 improvements.
- 7/15/13 King: Presentation to Niskayuna School Board.
- 7/17/13 Ferraro: Presentation at Attorney luncheon meeting to discuss regional trends.
- 7/18/19 Ferraro: Regional "Appreciative Inquiry" Forum Planning Session
- 7/19/13 King: Saratoga: A Framework for Success meeting.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 7/23/13 Ferraro: CSO Technical Committee meeting.
- 7/23/13 Fabozzi: Skidmore College sustainability workshop.
- 7/24/13 Ferraro: Saratoga Affordable Housing Group Board meeting.
- 7/25/13 Ferraro: ECOS Conference Planning Committee meeting.
- 7/24/13 Fabozzi: Town of Cairo CSC consultation meeting.
- 7/25/13 Fabozzi: CSC consultants meeting (VHB and CAA).
- 7/26/13 Fabozzi: Albany County WQCC meeting.
- 7/29/13 Fabozzi: Phone interview with Nature Conservancy.
- 8/6/13 Ferraro/King: CREDC Executive Committee meeting.
- 8/7/13 Ferraro: CDTC Planning Committee meeting.
- 8/8/13 Ferraro: Meeting with Albany-Colonie Chamber, CDTC, Airport officials and Albany County reps to discuss proposed Northway Exit 4 improvements.
- 8/8/13 King: Saratoga County WQCC meeting.
- 8/9/13 King: Saratoga County MS4 meeting.
- 8/13/13 Jackson: Bike/Pedestrian Task Force.
- 8/14/13 Fabozzi: CSC consultant meeting (CAA).
- 8/15/13 Ferraro/Jackson/King: CREDC meeting.
- 8/20/13 Fabozzi: Rensselaer County MS4 meeting.
- 8/20/13 Ferraro: ECOS Conference Planning Committee meeting.
- 8/22/13 Fabozzi: Albany County MS4 meeting.
- 8/22/13 Ferraro/King: CSO Technical Committee meeting.
- 8/23/13 Fabozzi: Mohawk River Basin Watershed Advisory Committee meeting.
- 8/26/13 Ferraro: Meeting with DEC re: CSO LTCP.
- 8/27/13 Fabozzi: Mighty Waters workshop, FMCC.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 8/28/13 King: Presentation to Niskayuna School District Facilities Committee.
- 9/3/13 Ferraro: CDTA Transit Plan Update Committee Review meeting.
- 9/3/13 Ferraro: Presentation to U-Albany Graduate Planning Seminar class re: CDRPC programs.
- 9/3/13 Fabozzi: Town of East Greenbush Linkage Study Advisory Committee meeting.
- 9/4/13 Ferraro: ECOS Conference Planning Committee meeting.
- 9/4/13 Fabozzi: CSC consultation meetings with Clifton Park and Niskayuna.
- 9/4/13 Fabozzi: Schenectady County WQCC meeting.
- 9/5/13 Ferraro: CSO Technical Committee meeting.
- 9/5/13 Fabozzi: CSC consultation with the Schenectady County.
- 9/9/13 Ferraro: CREDC Meeting.
- 9/10/13 King: Bike/Pedestrian Task Force meeting.
- 9/12/13 Ferraro: Presentation to the Greater Capital Association of Realtors.
- 9/12/13 Ferraro: Capital Region Coordinating Council meeting.
- 9/12/13 Fabozzi: NYS Geospatial Advisory Council meeting.
- 9/12/13 King: Saratoga County WQCC meeting.
- 9/12/13 King: Saratoga County MS4 meeting.
- 9/13/13 Fabozzi: Conference call with reps from OPTONY to discuss solar PV project.
- 9/13/13 CSO Technical Committee Meeting.
- 9/16/13 Ferraro/Fabozzi: NYSARC 604b meeting, Syracuse.
- 9/16/13 King: Presentation to Tech Valley High 10th grade Algebra class.
- 9/17/13 Ferraro: Meeting with staff from Saratoga Economic Development Corp.
- 9/17/13 Fabozzi: Rensselaer County MS4 meeting.
- 9/17/13 King: Saratoga: A Framework for Success meeting.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 9/18/13 Ferraro: Saratoga Rural Preservation Company Board meeting.
- 9/19/13 Fabozzi: CDTC Regional Linkage Forum.
- 9/19/13 King: Capital District Clean Communities Coalition meeting.
- 9/20/13 Ferraro: Meeting with DEC to discuss Dam structures.
- 9/23/13 Ferraro/Fabozzi: Mighty Waters Conference, HVCC.
- 9/23/13 Ferraro: CDTC Complete Streets Working Group meeting.
- 9/24/13 Fabozzi: Albany County Green Infrastructure Tour.
- 9/24/13 Ferraro: CDTC Regional Transportation Coordinating Council meeting.
- 9/25/13 Fabozzi: CSC consultation meetings with cities of Albany and Rensselaer.
- 9/25/13 Ferraro: Saratoga Affordable Housing Group meeting.
- 9/26/13 Fabozzi: Albany County MS4 meeting.
- 9/27/13 Fabozzi: Albany County WQCC meeting.
- 10/2/13 Ferraro: CDTC Planning Committee meeting.
- 10/3/13 King: Meeting with CDTC staff to discuss data needs.
- 10/4/13 Ferraro/King: Meeting with Chris Wheland and Bill Rohr to discuss CSO grants.