

## COMMISSION MEETING

July 21, 2010

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

### MINUTES

**PRESENT:** Willard Bruce, Lucille McKnight, Stan Brownell, Michael Stammel, Fred Acunto, Philip Barrett, John Murray, Paul Sausville, Barbara Mauro, David Vincent

**ABSENT:** John Graziano, Michael Whalen, Judy Breselor, Leon Fiacco, James Shaughnessy, Jason Kemper, Robert Godlewski, Gary Hughes, Michael Petta

**PRESIDING:** Phil Barrett, Chair, called the meeting to order at 8:30am.

**1. Welcome/Introduction of Guests**

Emily Kindt from the Bonadio Group was in attendance.

**2. May 19, 2010 Meeting Minutes**

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

**Action Taken**

Jack Murray made a motion to approve the minutes, and Stan Brownell seconded. The minutes were approved unanimously.

**3. Financial Statement through June 30, 2010.**

The financial statement represents activities through June 30, 2010. The revenues are at 51.6% and expenses are at 46.2%. There is approximately \$89,000 cash in the bank (excluding CD's) and outstanding receivables totaling just over \$109,000.

The second quarter invoices have been sent out to the counties and the appropriate billing agencies for CDYCI, Combined Sewer Overflow, Water Quality, and the UPWP work programs.

**Action Taken**

Mike Stammel made a motion to approve the Financial Statements as presented and Barbara Mauro seconded. The motion was approved unanimously.

**4. 2009 Audit Report, Presentation by the Bonadio Group**

A copy of the FY-2009 Draft Audit Report prepared by The Bonadio Group was sent out prior to the meeting for review.

Emily Kindt went over the Audit Report with the Board. Included in the Audit Report is a Management Discussion and Analysis that provides an overview of the financial activities for the year ending December 31, 2009.

**Action Taken**

Jack Murray made a motion to accept the 2009 Audit Report and Paul Sausville seconded. The motion was approved unanimously.

**5. 2011 Proposed Preliminary Budget**

Rocky informed the Board that the adoption of the Preliminary Budget will allow us to send out the Commission's request for next year's county contributions. Overall, the 2011 budget is slightly less than the 2010 budget. The amount requested from each county will revert to the amount originally requested for 2010 reflecting no increase since 2004. The original amount requested for 2010 was reduced by 10% at the request of Albany County due to financial difficulties. All counties were reduced by 10% as well. A final budget will be prepared for the December Commission meeting.

CDRPC will continue to facilitate and coordinate the CSO project on behalf of the Albany Pool Communities through 2011. It is anticipated that the Long Term Control Plan will be submitted to NYS DEC during the second half of 2011.

A grant proposal was submitted to the Department of Health by the Capital District Community Gardens in response to a Healthy Lifestyle grant announcement. CDRPC will be a subcontractor to the Community Gardens and our focus will be to evaluate opportunities to create more walkable communities. If funded, CDRPC's share of the grant would not exceed \$75,000 during the three year study period.

In order to balance the preliminary budget, as proposed, \$19,000 will be taken from the Unreserved Fund Balance account.

Jack Murray asked how the preliminary budget would be affected if the counties were to pay the 2010 reduced contribution amounts. Rocky responded that he would have to take \$40-45,000 out of the Unreserved Fund Balance instead of the proposed \$19,000 in order to balance the budget.

Barbara Mauro inquired if the final 2010 census figures will change the amount charged to the counties based on the population. The census figures will reflect changes to the 2012 contributions. Jack Murray suggested that Rocky notify the counties of the 2012 contribution changes as soon as those figures are available.

### Action Taken

Jack Murray made a motion to approve the Proposed 2011 Preliminary Budget as presented and Bill Bruce seconded. The motion was approved unanimously.

## **6. Status Report on the Foreign-Trade Zone Alternative Site Framework Application**

On July 8, 2010 the Foreign-Trade Zones Board approved the application to expand and reorganize FTZ 121 under the Alternative Site Framework. The Foreign-Trade zone now covers a ten county area and includes five magnet sites. Under the new framework, the Zone will be able to service companies located anywhere within the ten county service area with an expedited 30-45 day application procedure for warehousing and distribution activities. Manufacturing and processing activities will still require a more detailed 9-12 month application and review procedure.

Rocky commended both Deb Shannon and David Wardle for their hard work in preparing the application and working with the economic developers in the ten county area and the staff from the Foreign-Trade Zone Board in moving the application forward.

Deb Shannon informed the Board that each of the county economic developers has been contacted informing them they can now market themselves as being part of a foreign-trade zone. The counties can also start marketing their magnet sites as well. CDRPC staff will be reaching out to each of the counties to explain FTZ benefits and how they may use them. An educational workshop will be held in the Fall; speakers familiar with the operation of a FTZ, including Customs, will be brought in to discuss the issues, opportunities and benefits associated with being in a Foreign Trade Zone.

Jack Murray inquired if the Board could get a list of all Foreign-Trade Zone inquiries and the counties the inquiries came from for the next meeting. Deb added that so far there have been three inquiries from Albany County within the last month. A list of all inquiries will be available to the Board at the next meeting.

## **7. Combined Sewer Overflow Long Term Control Plan Update**

An updated Receiving Water Quality Models Report was submitted to DEC on June 4, 2010. The Albany Pool Joint Venture Team is currently reviewing comments on the updated Report received from DEC on July 2, 2010. The LTCP is approximately nine months behind schedule due to unresolved issues with the modeling efforts. The communities submitted a letter to DEC on June 22, 2010 requesting an additional project extension to June, 2011. A response has not yet been received by DEC.

A lack of consensus on the models has prevented any significant work on the selection and evaluation of possible control alternatives, financial implications, and management structures. However, some initial socio-economic and budget data collection is underway. On June 7, 2010, a Technical Committee was held to review the data collection activities associated with the financial capabilities report for the Long Term

Control Plan. Additional data concerning long-term water related capital improvements and maintenance costs are being collected from the communities.

A technical Committee meeting was held with the Environmental Facilities Corporation (EFC) on Monday, July 12, 2010. The meeting was held to discuss the scope of the LTCP, the types of control alternatives that may be under consideration, and opportunities for EFC funding and support. EFC indicated a willingness to entertain funding applications from a multi-jurisdictional management entity. The communities will meet with EFC on a quarterly basis to keep them up to date on the project.

David Vincent inquired about the reasons for the delay. The primary issues are regarding oxygen levels in the River especially at beach sites. The consultants developed a model primarily to look at oxygen levels in the river and after months of investigating this issue, it was determined that there is no oxygen deficiency in the river caused by the CSOs. There are other issues regarding bacteria in the river that are currently being resolved as well.

#### **8. HUD Sustainable Communities Regional Planning Grant Program**

The U.S. Department of Housing and Urban Development (HUD) released the Notice of Funding Available (NOFA) for the Sustainable Communities Regional Planning Grant Program on June 24<sup>th</sup>. The NOFA indicated that \$98 million will be made available to support two program categories: 1. The creation of Regional Plans for Sustainable Development and 2. Detailed Execution Plans and Programs. The Grant Program goals are Enhance transportation choices; Promote affordable housing; Enhance economic competitiveness; Support existing communities; Coordination/Collaboration/Leveraging; Value communities and neighborhoods. The application deadline is August 23<sup>rd</sup>.

Todd Fabozzi has taken the lead on submitting the grant and is working to establish a strong consortium partnership involving CDTC, CDTA, Center for Economic Growth (CEG), CARES, Inc., and the University at Albany. The Consortium partnership has the collective expertise and capacity to carry out the proposed planning effort to create a Regional Plan for Sustainable Development designed to integrate housing, land use, economic and workforce development, transportation, and infrastructure investments in the Capital Region.

At this time, other organizations participating in the partnership include Community Gardens, Capital District Homeownership Collaborative, Community Loan Fund, Behan Associates, and several State agencies each of whom have expressed strong support and willingness to assist in the preparation of the Regional Plan.

The minimum grant amount is \$500,000 and the maximum is \$5,000,000. Todd is unsure of the amount being requested at this time. Each of the collaborative partners is putting together outlines of their scope of work and costs. Once Todd has all that information collected, it will be consolidated into a single proposal. Todd expects that information within the next two weeks. There is a minimum 20% local match requirement.

Mike Stammel inquired about what housing type will be built under the Promote Affordable Housing goal. The full range of housing needs will be looked at in the application. Existing housing and unmet needs will be analyzed and how to address those needs will be part of the goal. Todd will be meeting with the housing groups next week to discuss their approach regarding affordable housing.

If CDRPC is awarded the grant, work will start on or about January 1, 2011 and it is a three year project. The award date has not yet been published.

Bill Bruce suggested the Board be notified once the grant application is complete and ready for submission with final numbers and listing of all partners. Rocky will email the Board that information once the application is submitted.

**9. Staff Activity Report**

Rocky informed the Board that David Wardle is making excellent progress and is primarily working from home. However, he will be coming back to the office in August on a part time basis.

**10. Other Business**

Rocky inquired if the Commissioners would be interested in having the meeting packets emailed rather than mailed in order to save paper and postage. Donna will send out a survey via email to the Commissioners to find out who is interested in getting their packets emailed.

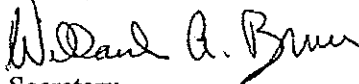
**11. Next Meeting Date**

The next Commission meeting will be held October 20, 2010 at 8:30AM.

**Adjournment**

David Vincent made a motion to adjourn the meeting and Mike Stammel seconded. The motion was accepted unanimously.

Respectfully submitted,  
Willard Bruce

  
Secretary