

COMMISSION MEETING

8:30 am, Wednesday, January 17th, 2007

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

AGENDA

1. Welcome/Introduction of Guests
2. December 20, 2006 Meeting Minutes*
3. Financial Statement through December 31, 2006 (Memo 07-01)*
4. 2010 Census Local Update of Census Address (LUCA) program contract with NYS DED. (Memo 07-02)*
5. 2006: The Year in Review; 2007: The Year Ahead (Memo 07-03)
6. Combined Sewer Overflow Long Term Control Plan Update (Memo 07-04)
7. Staff Activity Report
8. Other Business
9. Next Meeting Date

*Requires Formal Board Action

COMMISSION MEETING

December 20, 2006
CDRPC Conference Room
One Park Place, Suite 102
Albany, New York 12205

MINUTES

- PRESENT:** Willard Bruce, Henry Dennis, John Graziano, Stan Brownell, Judy Breselor, James Shaughnessy, Mike Stammel, Fred Acunto, Philip Barrett, Christopher Callaghan, Spencer Hellwig, John Murray, Gary Hughes, Barbara Mauro, David Vincent
- ABSENT:** Betty Barnette, Lucille McKnight, Raymond Gillen, Michael Petta
- PRESIDING:** Fred Acunto, Chair, called the meeting to order at 8:30am. On behalf of CDRPC and CDYCI, Fred extended his deepest sympathy in the loss of Jayne Regan Harris. He led the board in a moment of silence in honor of Jayne Regan Harris and the fond memories she has left with us.

1. WELCOME/INTRODUCTION OF GUESTS

Tommy Barry, President & CEO of PointTrade Services, Inc., Bob McQueeney, James Gross, Ken Carlstedt and Matt Rowe from Momentive Performance Matters, Bob Radliff, Executive Director of the Capital District Community Loan Fund, and Bill Hooten from Capital District Trade Strategies were all in attendance.

2. OCTOBER 18, 2006 MEETING MINUTES

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

Action Taken

Mike Stammel made a motion to approve the minutes, and Gary Hughes seconded. The motion was approved unanimously.

3. FINANCIAL STATEMENT THROUGH NOVEMBER 30, 2006

This financial statement reflects the current statements through November 30, 2006. Revenues are at 82.7% and expenses are at 88.7%. The revenue does not reflect work completed during October and November for contracts that are billed on a quarterly basis. The rent expenses have been paid for 2006 as well as employee Health Insurance and the New York State Retirement.

There is approximately \$52,500 cash in the bank and outstanding receivables totaling \$84,000.

Action Taken

Mike Stammel made a motion to approve the Financial Statement, and Gary Hughes seconded. The motion was approved unanimously.

4. MPM SILICONE FTZ SUBZONE APPLICATION

Ken Carlstedt and Matt Rowe of MPM Silicones, LLC, an affiliate of Momentive Performance Materials (MPM), gave a presentation outlining their proposal for FTZ Status. They are also requesting CDPRC to submit a subzone application to the Foreign-Trade Zones Board to establish a special purpose manufacturing and distribution subzone for 580 acres located entirely within the Town of Waterford. MPM Silicones is the former GE Advanced Materials business unit of the General Electric Company, acquired by Apollo Management on December 4, 2006.

The FTZ designation will allow MPM Silicones to manufacture, assemble, produce, warehouse, and distribute a variety of products at its facilities in Waterford. By employing more cost effective and efficient techniques allowable through the foreign-trade subzone designation, MPM Silicones will be able to compete and sell its products more effectively in the global market place.

The Executive Summary of the proposal being submitted was distributed before the meeting, as well as letters of support from individuals and organizations in support of the application.

Bill Bruce inquired about the square footage of the facility and how many employees will be at the facility. Ken Carlstedt replied that the facility has 1.2 million square footage and 580 acres. The facility has been in existence for approximately 60 years employing close to 1,000 people. The products that are produced are all silicone-based products such as oils, waxes, silicone based rubber, cosmetics, face cream. A wide variety of finished products come out of this facility.

Matt Rowe added that there is approximately \$50 million being invested each year into the facility.

Fred Acunto inquired about a 5 year plan for MPM Silicones. Ken Carlstedt added that Apollo Management is a long term owner and they have a lot of investment in the company. Apollo Management was founded in 1990 with approximately \$16 billion in managed capital and 94% of investments with positive returns. MPM Silicone believes Apollo brings financial security and stability to this project.

Chris Callaghan inquired about the absence of the Town Supervisor's support letter from the Town of Waterford. Ken Carlstedt replied that there is a meeting set up with the Town Supervisor and they fully expect to get the letter of support in January, 2007.

Stan Brownell asked if MPM Silicone were awarded the Foreign Trade Zone now, would they be ready to activate. The facility is not at 100% capacity at this time, however there is an opportunity to sell more products out of this facility. The plan is to make this facility as competitive as possible and to invest and grow and the designation as a FTZ subzone would be very beneficial in achieving that objective.

Action Taken

John Graziano made a motion to authorize CDRPC to submit a subzone application to the Foreign-Trade Zones Board, and Mike Stammel seconded. Chris Callaghan abstained. The motion was approved with 1 abstention.

5. PRESENTATION BY BOB RADLIFF, EXECUTIVE DIRECTOR OF THE CAPITAL DISTRICT COMMUNITY LOAN FUND

Bob Radliff, Executive Director, made a presentation to the Board outlining the objectives of the Capital District Community Loan Fund.

The Capital District Community Loan Fund (CDCLF) is a community based non profit federally certified financial institution that provides loans and technical services support to small businesses and homeowners in Albany, Columbia, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren and Washington Counties.

CDCLF was founded in 1985 and they promote sustainable community development efforts for economically underserved people and communities in the Capital Region. CDCLP makes loans to non profit groups for a wide variety of purposes such as supporting and managing affordable housing, development of community facilities, lines of credit for equipment or vehicle loans. Loans are available for up to \$300,000 at a very low interest rate.

CDCLF is also focused on small business lending focusing on micro-enterprises owned by woman, minorities and lower income people. Loans for up to \$10,000 are being offered for start up business and up to \$35,000 for existing business. Training and technical assistance are also available through CDCLF. There is an 8 week business plan training course available three times a year with the College of Saint Rose. There are workshops throughout the year for both non profits and small business owners.

David Vincent asked how would someone know or find out about CDCLF. Bob Radliff responded that there are a number of activities underway to publicize programs including having a working relationship with the Chambers of Commerce and area banks and spreading information through community or faith based groups. More than half of the referrals that CDCLF gets are from word of mouth.

6. **REPORT FROM NOMINATING COMMITTEE**

Barbara Mauro announced that the nominating committee has recommended the following names to serve as officers of the Capital District Regional Planning Commission for 2007. Gary Hughes, Chair; John Graziano, Vice Chair; Mike Stammel, Secretary; and Phil Barrett, Treasurer,

Action Taken

Chris Callaghan made a motion to approve the proposed slate of 2007 officers, and Stan Brownell seconded. The motion was approved unanimously.

7. **PROPOSED 2007 BUDGET**

Rocky went over some highlights of the proposed 2007 budget. Under revenues, the amounts requested from each county will remain unchanged from 2006. The increase from CDYCI reflects CDRPC taking over the responsibility from Berkshire Farm the direct billing to the counties. Anticipated revenue for project management of the Combined Sewer Overflow study is \$75,000.

Under salaries, the proposed increase includes hiring a full time professional planner at a 2007 annual salary of \$40,000 per year starting on or about July 1, 2007. Other salary related costs, such as FICA, have been increased accordingly. Health Insurance costs reflect the actual increases for 2007 and the anticipated hiring of a new person in July, 2007.

Rocky also added that a projected 2008 and 2009 budget have been prepared for planning purposes.

David Vincent inquired about any cash flow issues. Rocky responded that there are no cash flow issues at this time and there have been monies put into short term CD's.

Jack Murray asked about the amounts billed for school enrollment projections. The amounts vary according to the individual school district and how many communities are located within that school district. Also, some school districts request an annual update or one every two or three years while others are new and have a lot of historical information that will need to be collected.

Spencer Hellwig inquired if the CSO grant totaling \$75,000 is sufficient funding for the new full time position. Rocky responded that it would, including fringe benefits, and it will be the primary revenue source to support the position. However, there are other programs that the staff person would also be involved in. Rocky also added that if CDRPC does not receive the CSO funding, there would not be insufficient revenue to hire a full time person, therefore no one would be hired. Rocky does anticipate signing the CSO contract within the next month or two, which will guarantee revenue through 2009.

Spencer Hellwig suggested letting the person know at the time of hire that the position may end when the CSO Project is completed in 2009.

Action Taken

Barbara Mauro made a motion to approve the Proposed 2007 Budget, and John Graziano seconded. The motion was approved unanimously.

8. PROPOSED 2007 MEETING SCHEDULE

A listing of proposed dates for the 2007 Commission meetings were distributed before the meeting. All the meetings are scheduled for the third Wednesday of the month at 8:30am.

Action Taken

Barbara Mauro made a motion to approve the Proposed 2007 Meeting Schedule, and Gary Hughes seconded. The motion was approved unanimously.

9. CDYCI BOARD APPOINTMENT

Jayne Regan Harris served as the President of the CDYCI Board. Jayne was designated a "Commission Representative" on the Board, leaving her replacement the responsibility of the CDRPC Board. At this time, the Commission must designate a representative from Rensselaer County to replace Jayne as a member of the Board.

Per CDYCI bylaws, the Board will designate new officers at their first meeting in 2007. The next CDYCI Board meeting is scheduled for January 17, 2007.

Action Taken

Mike Stammel made a motion to select Stan Brownell to fill the position on the CDYCI Board representing Rensselaer County and Phil Barrett seconded. The motion was approved unanimously.

10. BOARD/STAFF RETREAT FOLLOW-UP

The Fall/Board retreat was held on October 18, 2006. Jon Allen from Performance Matters, Inc. facilitated the session.

A summary of the notes and suggested ideas generated at the retreat were prepared by Jon and distributed before the meeting.

11. COMBINED SEWER OVERFLOW LONG TERM CONTROL PLAN UPDATE

The proposed Scope of Work to prepare The Long Term Control Plan has been completed and approved by the Technical Advisory Committee and submitted to NYS DEC for their review and approval. A meeting with DEC was held on December 12, 2006 to review the Scope. DEC will respond with a formal written response to it.

A cost allocation plan to pay for the preparation of the LTCP has also been approved by the Technical Advisory Committee. The actual cost is dependent upon approval of the scope of work by NYS DEC and the US EPA. CDRPC has submitted a \$473,000 grant on behalf of the communities under the NYS Department of State Shared Municipal Services Incentive Grant program and a \$475,000 grant application from the State through Round 9 Water Quality Improvement Program to reduce the financial obligations to the communities.

12. STAFF ACTIVITY REPORT

The Staff Activity Report was distributed before the meeting. There was no discussion.

13. OTHER BUSINESS

Mike Stammel announced to the Board that he has enjoyed working with the staff in the past year as Treasurer and was pleased with the communication system that was in place.

Fred Acunto also announced that it was a pleasure serving as Chair of the CDRPC Commission for 2006.

14. NEXT MEETING DATE

The next Commission meeting will be held January 17, 2007 at 8:30am.

15. ADJOURNMENT

Mike Stammel made a motion to adjourn the meeting, and Stan Brownell seconded. The motion was approved unanimously.

Respectfully submitted,

John Graziano, Jr.
Secretary

MEMORANDUM (#07-01)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: January 10, 2007
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through December 2007.

For the year, the revenues are at 101.3% of the approved budget while expenses are at 94.0%. The revenue reflects the final billings through the fourth quarter of 2006. On the expense side, there are about \$5000 to \$6000 in outstanding expenses from billings we receive through January/early February but represent actual 2006 expenses. Overall, it looks like we ended the year with a healthy surplus of approximately \$35,000 in revenue over expenses, which is unusually high. A final audited financial statement will be prepared and presented to the Commission in mid 2007.

As noted on the Statement of Financial Condition, we have approximately \$70,000 cash in the bank, including a Certificate of Deposit, and outstanding receivables totaling over \$110,000 reflecting, in part, the end of the quarter billings.

Board action is requested to approve the financial statements

CDRPC 2006 Income Statement

Account	Rev. Budget	Oct 06	Nov 06	Dec 06	Year-to-Date	Balance	YTD %
2006 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	1,200.00	40.23	1,029.19	31.76	2,531.48	(1,331.48)	211.0%
R2770.1 Miscellaneous	500.00	-	-	-	-	500.00	0.0%
R2770.3 Contractual Services	50,000.00	-	-	39,075.40	59,743.71	(9,743.71)	119.5%
R2770.4 FTZ#121	11,500.00	-	-	-	-	11,500.00	0.0%
R2770.5 Conferences	5,000.00	2,160.00	1,500.00	240.00	3,952.00	1,048.00	79.0%
R2770.6 CDYCI	35,000.00	-	-	8,750.00	35,000.00	-	100.0%
R3900.3 Empire State Dev.	7,000.00	-	-	-	8,996.70	(1,996.70)	128.5%
R3900.4 Other NYS Aid (NYSERDA)	6,000.00	-	-	1,102.30	6,464.15	(464.15)	107.7%
R3900.6 EFC CSO Grant	20,000.00	-	-	814.54	9,486.91	10,513.09	47.4%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	-	
R4000.2 EDA	52,000.00	-	-	17,184.91	52,000.00	-	100.0%
R4000.3 Water Quality	47,000.00	-	-	10,139.95	46,689.66	310.34	99.3%
R4000.4 UPWP	85,000.00	-	-	31,360.35	99,333.97	(14,333.97)	116.9%
R4000.5 Other Federal Aid (HUD)	9,000.00	-	-	-	6,980.06	2,019.94	77.6%
R4000.6 EPA CSO Grant	15,000.00	-	-	-	20,518.59	(5,518.59)	136.8%
Gross Revenue	\$ 572,494.00	\$ 27,147.48	\$ 2,529.19	\$ 108,699.21	\$ 579,991.23	\$ (7,497.23)	101.3%
2006 EXPENSE							
E.1010 Salaries	\$ 303,500.00	\$ 25,270.34	\$ 25,270.34	\$ 25,270.34	\$ 303,244.08	\$ 255.92	99.9%
E.1030 Temporary Services	15,000.00	378.00	738.00	756.00	11,376.00	3,624.00	75.8%
E.2010 Office Equipment	5,000.00	2,714.75	447.88	169.00	4,852.63	147.37	97.1%
E.2020 Furniture & Furnishings	500.00	-	-	-	-	500.00	0.0%
E.4020 Workshops & Conferences	5,000.00	2,759.50	586.00	-	3,345.50	1,654.50	66.9%
E.4030 Consultant Services	7,500.00	-	210.00	-	7,692.70	(192.70)	102.6%
E.4040 Agency Memberships	3,500.00	-	-	-	3,035.00	465.00	86.7%
E.4051 Computer Supplies/Software	4,000.00	21.57	42.83	12.09	3,806.78	193.22	95.2%
E.4055 Data Purchases	500.00	-	-	-	-	500.00	0.0%
E.4060 Equipment Maintenance	1,500.00	-	108.00	-	972.00	528.00	64.8%
E.4070 Office Supplies	3,000.00	25.87	654.80	237.18	2,458.52	541.48	82.0%
E.4080 Books & Journals	800.00	-	16.00	-	323.40	476.60	40.4%
E.4090 Printing & Publishing	7,000.00	-	-	391.05	2,971.52	4,028.48	42.5%
E.4110 Rent	62,000.00	4,871.50	4,871.50	(257.19)	58,443.97	3,556.03	94.3%
E.4120 Telephone	3,000.00	255.12	257.73	246.64	2,915.79	84.21	97.2%
E.4121 Internet	3,000.00	765.98	224.80	154.85	3,139.97	(139.97)	104.7%
E.4130 Travel	11,000.00	932.03	-	730.71	5,897.83	5,102.17	53.6%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	2,800.00	57.75	-	500.00	2,060.97	739.03	73.6%
E.4160 Miscellaneous	894.00	48.59	144.31	43.50	700.57	193.43	78.4%
E.4170 Payroll Services	1,300.00	102.90	110.90	162.90	1,198.10	101.90	92.2%
E.4190 Contingent Fund	3,000.00	1,500.00	-	-	1,700.00	1,300.00	56.7%
E.4200 Insurance-General	1,500.00	-	-	-	1,194.53	305.47	79.6%
E.8010 NYS Retirement	37,000.00	-	30,961.00	-	30,961.00	6,039.00	83.7%
E.8030 FICA	24,200.00	1,962.11	1,989.63	1,991.01	24,068.42	131.58	99.5%
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	-	-	-	1,937.95	562.05	77.5%
E.8050 Ins.-Health	60,000.00	4,926.13	4,926.13	(23.04)	58,447.03	1,552.97	97.4%
E.8060 Ins.-Unemployment	1,400.00	-	-	-	1,101.02	298.98	78.6%
E.8070 Prof. Memberships	800.00	-	-	-	570.00	230.00	71.3%
E.8080 Continuing Education	800.00	-	-	-	-	800.00	0.0%
Gross Expenses	\$ 572,494.00	\$ 46,592.14	\$ 71,559.85	\$ 30,385.04	\$ 538,415.28	\$ 34,078.72	94.0%
Net Operating Income	\$ -	\$ (19,444.66)	\$ (69,030.66)	\$ 78,314.17	\$ 41,575.95		
A909 Fund Balance-Unreserved	-	-	-	-	-		
Net Income	\$ -	\$ (19,444.66)	\$ (69,030.66)	\$ 78,314.17	\$ 41,575.95		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

December 31, 2006

Assets

Cash — Checking	\$	5,199.25	
Cash — Money Market		34,792.35	
Cash — PayPal Account		87.28	
Cash — Certificates of Deposit		30,000.00	
Petty Cash		200.00	
Due from Private Persons/Organizations		46,681.81	
Due from State & Federal Governments		56,222.93	
Due from Other Governments		9,321.34	
Prepaid Expenses		14,283.75	
Carryover Revenue		519.39	
	<i>Sub-Total: Assets</i>	\$	197,308.10
Expenses — Year-to-Date			<u>538,415.28</u>
Total		\$	<u><u>735,723.38</u></u>

Liabilities & Fund Balance

Due to Other Governments	\$	(74.18)	
Due to Private Persons/Organizations		286.00	
Deferred Project Revenue		-	
Fund Balance — Restricted		-	
Fund Balance — Unrestricted		155,520.33	
	<i>Sub-Total: Liabilities & Fund Balance</i>	\$	155,732.15
Revenue — Year-to-Date			<u>579,991.23</u>
Total		\$	<u><u>735,723.38</u></u>

MEMORANDUM (#07-02)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 10, 2007

Re: 2010 Census Local Update of Census Address (LUCA) Program

CDRPC has been invited to enter into an agreement with the New York State Department of Economic Development (NYS DED) to conduct outreach with the local governments in Albany, Rensselaer, Saratoga, and Schenectady counties to assist in the initial training for the 2010 LUCA program. The intent of this outreach effort is to raise the awareness of the cities, towns, and villages in the Capital Region of the concept, timing, and requirements of the program as well as to receive initial training on the program structure, its importance and implications for non participation. The training sessions will be the responsibility of staff from the Census Bureau and the NYS DED State Data Center.

In addition, socio-economic profiles will be prepared identifying those portions of each community considered high risk for under enumeration due to missed housing units. These include, areas with a high proportion of rental units, mobile and seasonal housing units, rural route and Post Office box deliveries and communities experiencing significant new construction, rehabilitation, and conversion.

The total grant amount is \$4800 for the contract period February 1, 2007 through March 16, 2007. Commission approval is being sought for the Executive Director to sign the contract with NYS DED. There is no match or financial obligation to CDRPC in applying for the grant.

MEMORANDUM (#07-03)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 10, 2007

Re: 2006: The Year in Review; 2007: The Year Ahead

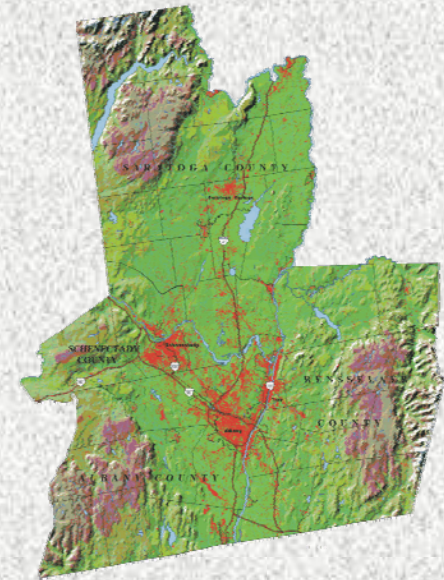
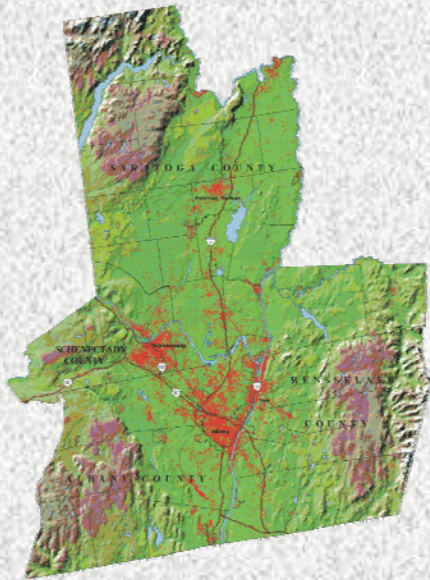
I will be making a Power Point presentation outlining the Commission's accomplishments during 2006 and the anticipated work program for 2007 in line with CDRPC's Mission:

The Capital District Regional Planning Commission (CDRPC) is a regional planning and resource center serving Albany, Rensselaer, Saratoga, and Schenectady counties. CDRPC provides objective analysis of data, trends, opportunities, and challenges relevant to the Region's economic development and planning communities. CDRPC serves the best interests of the public and private sectors by promoting intergovernmental cooperation; communicating, collaborating, and facilitating regional initiatives; and sharing information and fostering dialogues on solutions to regional problems.

Overall, 2006 was an excellent year and it has been both a pleasure and an honor working on behalf of the Commission. Many thanks to the staff and the Commission members for their hard work and dedication which allowed us to accomplish CDRPC's program objectives during 2006 and we look forward to a productive 2007.

Capital District Regional Planning Commission

2006: The Year in Review



Presentation by
Rocco A. Ferraro, AICP, Executive Director
Capital District Regional Planning Commission

CDRPC Commissioners

Albany County

Betty J. Barnette
Willard A. Bruce
Henry E. Dennis, Jr.
John Graziano, Jr., *Vice Chair*
Lucille M. McKnight

Rensselaer County

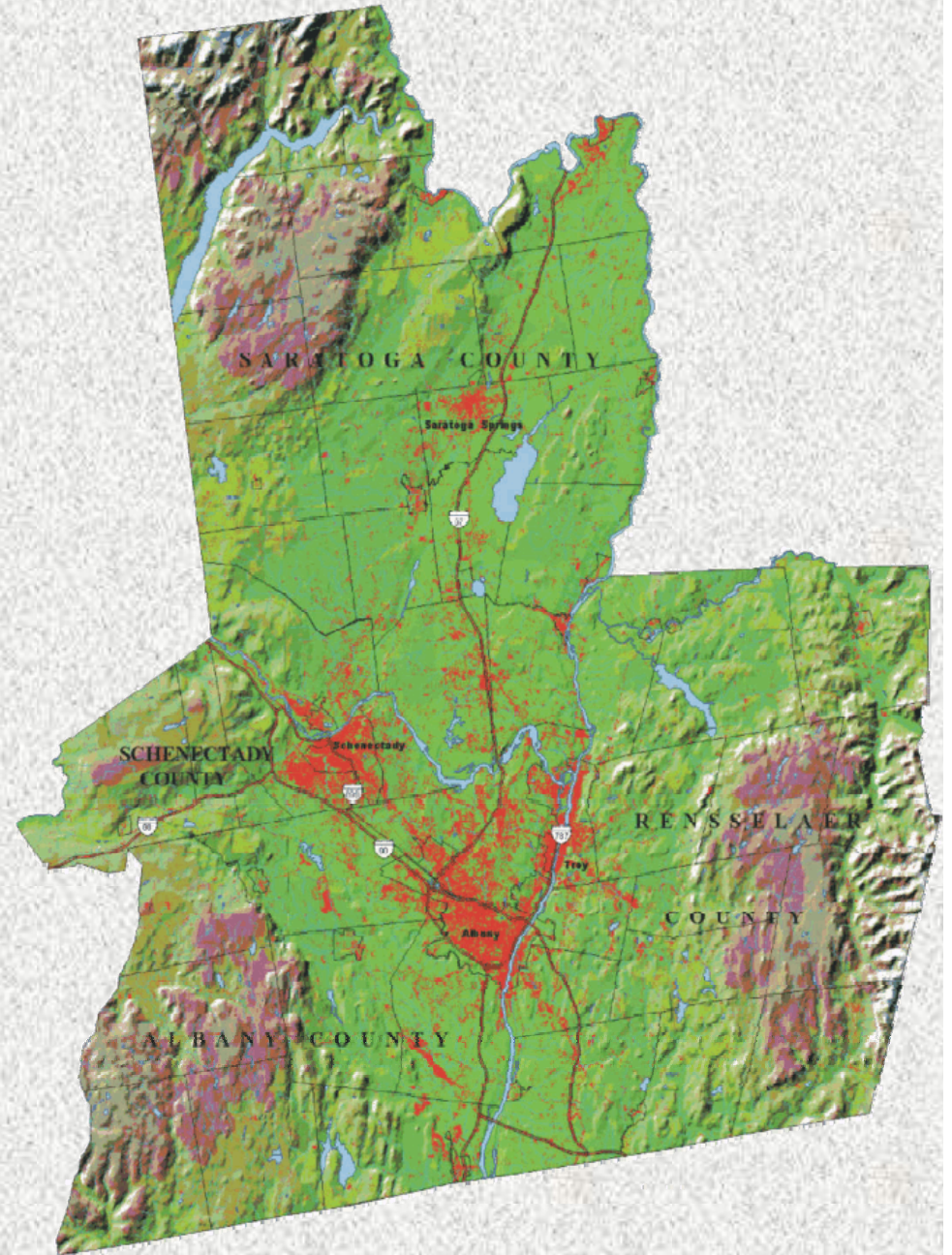
Stan Brownell
Edward Patanian
James D. Shaughnessy
Mike Stammel, *Secretary*
(Vacant)

Saratoga County

Fred Acunto
Philip Barrett, *Treasurer*
J. Christopher Callaghan
Spencer Hellwig III
John Murray

Schenectady County

Raymond Gillen
Gary Hughes, *Chair*
Barbara Mauro
Michael Petta
David Vincent



CDRPC's Mission

The Capital District Regional Planning Commission (CDRPC) is a regional planning and resource center serving Albany, Rensselaer, Saratoga, and Schenectady counties. CDRPC provides objective analysis of data, trends, opportunities, and challenges relevant to the Region's economic development and planning communities. CDRPC serves the best interests of the public and private sectors by promoting intergovernmental cooperation; communicating, collaborating, and facilitating regional initiatives; and sharing information and fostering dialogues on solutions to regional problems.

Administration

- **Submitted Quarterly Billings to All Contracting Agencies**
- **Held Annual Retreat in October**
- **Maintained Time Sheets and Financial records in accordance with Annual Audit and Approved Accounting procedures and requirements – No changes in existing practices necessary**
- **Prepared a Proposed Indirect Cost Allocation based on the 2005 Audited Financials for federal & State projects**
- **Submitted necessary documentation to meet Federal & State regulatory requirements**

Data & Technical Support Services

- Hosted 230,264 Visitors to CDRPC's Web Site, a 30.3% Increase over 2005
- Responded to Over 1,000 Data Requests
- Published Four Issues of *Capital District Data*
- Prepared and Hosted Land Use and Stormwater Training Workshops
- Prepared School Enrollment Projections for Berlin, Ballston Spa, Brunswick, and Shenendehowa School Districts
- Undertook the 2010 Census Demonstration Pilot with NYS DED

Data & Technical Support Services

- **Maintained the Regional Homeless Management Information System (HMIS) with CARES, Inc.**
- **Participated in the Preparation of the 10 Year Plans to End Homelessness plus other Workforce Housing Partnership Initiatives**
- **Provided Technical Support to the South End Albany Master Plan Committee**
- **Partnered w/the NY Planning Federation and the Community Foundation of the Capital Region in the Design of a Transfer of Development Rights Demo. Program (Glenville/Scotia)**

Transportation

- **Prepared Regional & County Level Employment Projections to 2040**
- **Continue to Partner with CDTC on the Quality Region Initiative for the New Visions 2030 Long-Range Plan**
 - **Fiscal Impact of Alternative Growth Patterns study in conjunction with CEG and U-Albany (Draft Report nearing completion)**
- **Participant /Resource to the CDTC Linkage program**
 - **Saratoga Springs, Harriman Campus, Town of Bethlehem Rt 9W Corridor Plan, & Town of Malta Route 9 Corridor Study.**
- **Prepared Bus (Trunk) Route Maps for Albany, Saratoga Springs, Schenectady, & Troy, as part of CDTA's Routing System Initiative**

Economic Development

- **Prepared Economic Impact Estimates for Whitney M. Young Center and the Harriman Campus Redevelopment**
- **Entered into an agreement with Capital Trade Strategies to Serve as Administrator of the FTZ Program**
- **Submitted an application to the Foreign-Trade Zones Board for modification of FTZ boundaries in Northeast Industrial Park for Protective Industrial Products**
- **Submitted an application to the Foreign-Trade Zone Board to create a special purpose Foreign-Trade Subzone for MPM Silicones in Waterford**

Water Quality

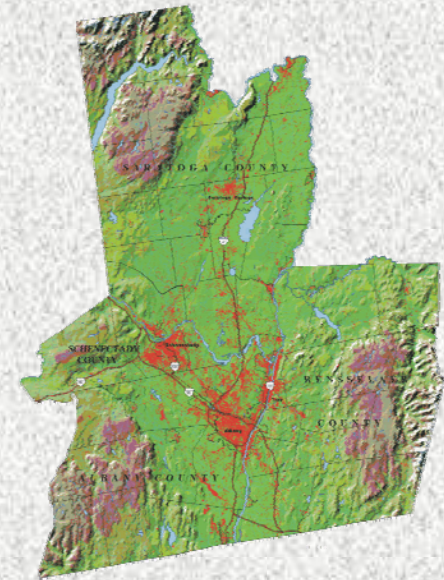
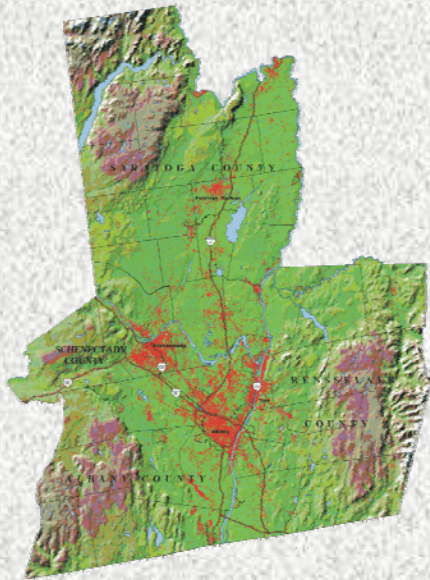
- **Facilitated the Efforts Associated with the Preparation of a Long-Term Control Plan to Address Combined Sewer Overflows on Behalf of the Albany Pool Communities**
 - **Coordinated Technical Advisory Committee Meetings**
 - **Cost allocation and Public Participation Plans approved**
 - **Submitted Scope of Work for Part B to DEC**
 - **Prepared and successfully secured Two Shared Municipal Services Grants totaling \$673,000 and an EPA Grant of \$80,000**
- **Provided Technical Assistance to the Counties and Communities Required to Meet MS4 Requirements**
- **Reviewed MS4 Communities' Annual Reports**
- **Coordinated a Regional Billboard Ad Campaign**

Capital District Youth Center, Inc.

- **Prepared 2005 Reconciliation Statements and Distributed Refund Checks to Counties**
- **Experienced 89.1% Utilization at the 24-Bed Detention Facility in 2006**
- **Negotiated and Renewed Operator's Agreement with Berkshire Farm through December 2009.**
- **Reviewed and modified existing Billing and Collection Procedures**
- **2007 Budget and Per Diem Rates approved**

Capital District Regional Planning Commission

2007: The Year Ahead



Presentation by
Rocco A. Ferraro, AICP, Executive Director
Capital District Regional Planning Commission

Primary Program Categories

- **Regional Information System**
- **Quality Regions Initiative**
- **Economic Development**
- **Water Quality Planning**
- **Human Resources & Criminal Justice**
- **Technical Support Services**

Regional Information System

- **Maintain Web Site & Data Library**
 - **Demographic Data from Census Bureau & the American Community Survey**
 - **U.S. & N.Y.S. Labor Department Data Sets**
 - **Data Sets from myriad of Federal & State sources specific to the four counties**
- **Publish 6 Issues of *Capital District Data* Newsletter**
- **Geographic Information System — Maintain & Update**
- **Respond to Data Requests & Special Data Queries**
- **2010 Census Local Update of Census Address Program**
- **Hold Land Use & Stormwater Workshops**

Quality Regions Initiative

Contracting Agency: Capital District Transportation Committee

- **Projections**

- **Complete Employment Projections by Traffic Analysis Zone**

- **New Visions 2030**

- **Quality Region Task Force**

- **Release of the Draft Fiscal Impact of Alternative Growth Scenarios study funded in part by CEG; Preparation of the Final Plan**

- **Facilitate Next Step & Policy Alternative Discussions**

- **Support Linkage Study Advisory Committees**

- ❖ **Harriman Campus/U-Albany Corridor**

- ❖ **Route 9W Corridor – Bethlehem**

- ❖ **Saratoga Springs Downtown Transportation Plan**

- **Bike-Hike Trail Survey Results Report**

Economic Development

Contracting Agency: Economic Development Administration

- **Foreign-Trade Zone #121 at Albany, New York**
 - **Submit FTZ Major Boundary Expansion to Foreign-Trade Zones Board**
- **Socio-economic Data Set Development & Trend Analysis**
- **Web Site Maintenance**
- **Regional & County Impact Modeling for Specific Projects by Request**

Water Quality

Contracting Agency: NYS Dept. of Environmental Conservation

- **MS4 Watershed Regulation Requirements**
 - **Hold Training Workshops**
 - **Maintain Resource Library on Web Site**
 - **Provide GIS Support Services**
 - **Review Annual MS4 Reports**
 - **Assist in Code Development**
 - **Coordinate Regional Outreach and Education Efforts**
 - **Participate on Water Quality Coordinating Committees**

Combined Sewer Overflow Long-Term Control Plan

Contracting Agencies:

NYS Department of Environmental Conservation

NYS Department of State

Albany Pool Communities

● **Project Management 2007 Focus**

- **Preparation & Approval of the Inter-Municipal Cooperative Agreements**
- **Finalize Scope of Work to Undertake Part B of the LTCP**
- **Manage the Year 1 Work Program of the Long Term Control Plan**
- **Coordinate Public Participation Program**

Regional Juvenile Secure Detention Facility

Contracting Agency: CDYCI, Inc.

- **Administration/Management of the 24-Bed
Capital District Juvenile Secure Detention Facility**
 - **Administrator to CDYCI Board**
 - **New Billing Management Responsibilities**

Technical Support Services

- **Mapping Support Services for CDTA**
- **School Enrollment Projections**
- **Homeless Management Information System — CARES**
- **Onesquethaw-Coeymans Watershed Plan**
- **Wind Energy Technical Support**
- **Serve on Local, County, & Regional Advisory Committees**
- **Investigate/Establish Collaborative Partnerships in line with the Commission's Mission**

CDRPC Staff

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Executive Director

David Lang Wardle, AICP

Director of Information Services

Todd M. Fabozzi

Program Manager/GIS

Leif C. Engstrom

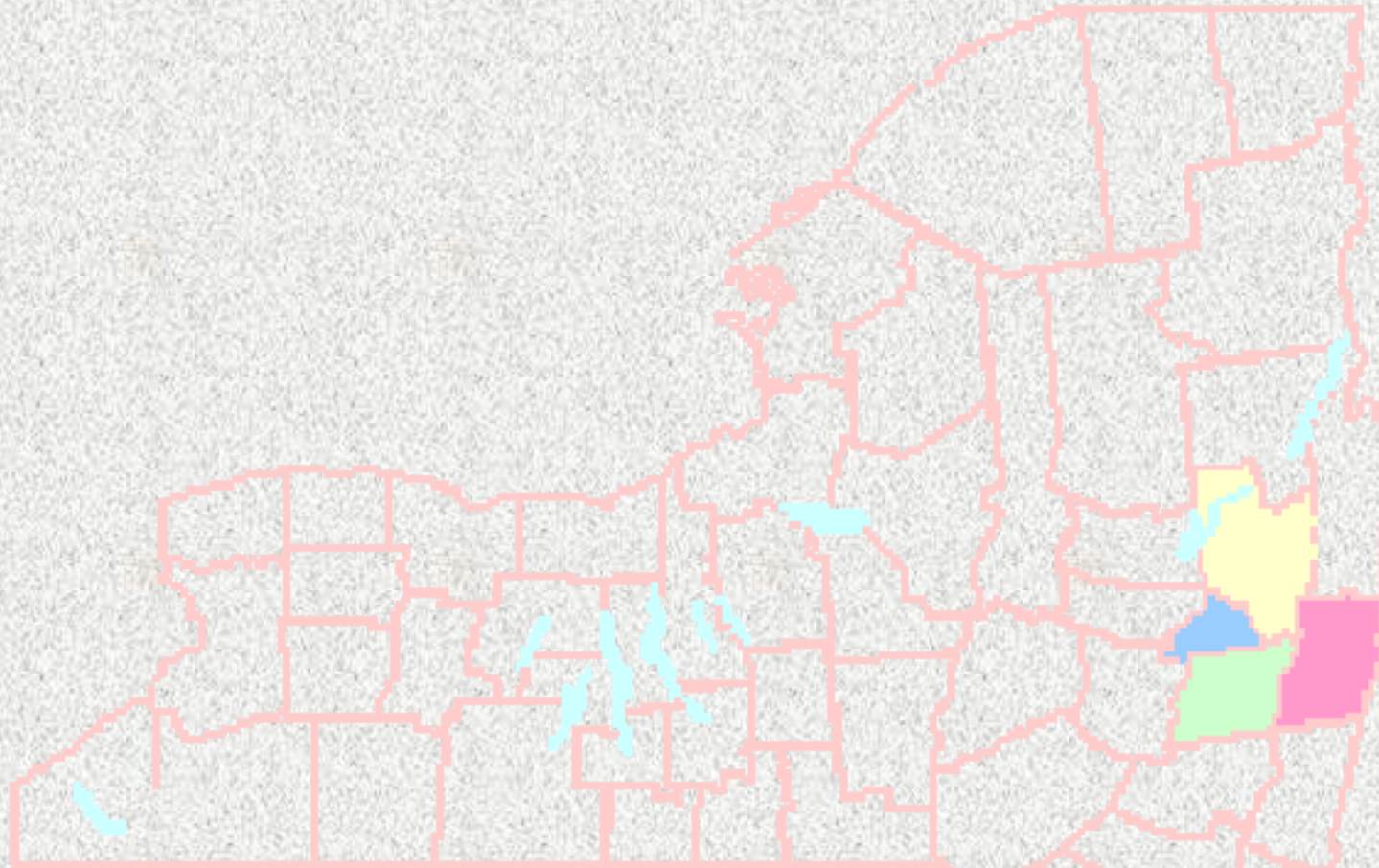
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MEMORANDUM (#07-04)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 10, 2007

Re: Long Term Control Plan – Combined Sewer Overflow Study

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

A meeting was held with NYS DEC to review the proposed Scope of Work and Combined Sewer System Monitoring & Modeling Plan. As a follow-up to the meeting, written comments have been prepared by NYS DEC and they are being responded to by the consultant team. A meeting of the technical advisory committee is scheduled for January 25th.

CDRPC was notified that the Albany Pool communities' application for a NYS Department of State Shared Municipal Services Incentive Grant for \$473,000 was successful. CDRPC had prepared and submitted the grant application on behalf of the communities. The City of Cohoes was the applicant since CDRPC was not an eligible entity under the program requirements. The money will be used to pay for the Management and Public Participation Plan components of the LTCP.

The Inter-municipal agreements to prepare the LTCP are being finalized and being readied for submittal to the six communities for their consideration and approval.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT December 11, 2006 to January 7, 2007

A. ADMINISTRATION

1. The 2006 Q4 billings are being prepared and will be submitted to the funding agencies for the CSO project, Water Quality, Transportation, EDA, CDTA, CEG, and Wind Energy projects.
2. The 2005 Annual Financial Report was completed and submitted to the N.Y.S. Comptroller's Office.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES:

1. The staff responded to approximately 50 data requests during the reporting period. CDRPC's Web site had 13,215 visitors in December 2006, an 8.3% decrease from December 2005. There were a total of 230,264 web site visitors in 2006, a 30.3% over 2005.
2. The staff continues to update and maintain its GIS, and to provide GIS products and services to local governments, agencies and citizens on request.
3. 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, including, most recently, the 2005 Census population estimates for municipalities and the 2005 Census components of population change for counties. Also, a number of queries have occurred since the Census Bureau's release of the 2005 American Community Survey for areas with population of greater than 65,000 persons.
4. Staff has continued to provide support to CARES to monitor the four-county Homeless Management Information System data base.

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. Staff is also assisting NYSDEC in the review of the MS4 third year annual reports submitted by each of the communities.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

2. Staff continues to work with the Combined Sewer Overflow technical advisory committee, which consists of representatives from the Albany Water Board, the cities of Cohoes, Rensselaer, Troy and Watervliet, and the Village of Green Island, as well as the Albany and Rensselaer county sewer districts. See Memo 07-04 for the most recent update of activities.
3. Staff continues to work on the Onesquethaw-Coeymans Watershed report, which is being funded by a grant received by the Onesquethaw-Coeymans Watershed Council.

TRANSPORTATION:

1. The staff continues to participate on CDTC's Planning Committee and the Quality Region Initiative Taskforce.
2. Staff has been participating on the Saratoga Springs Downtown Transportation Plan Advisory Committee, the Harriman Campus Area Linkage Plan and the Town of Bethlehem Rt. 9W Corridor Plan. These studies are funded through the CDTC Linkage program.
3. Staff has been participating on the South End Albany Master Plan Advisory Committee.
4. A draft report of Estimating the Fiscal Impact of the Alternative Futures for the Capital Region is being finalized for submittal to CEG. The report's preparation is being coordinated with the other members of the study team: CDTC and the University at Albany. A conference is planned for February 2, 2007 at Union College sponsored by ECOS to present and discuss the report's findings. The study is being financed with a grant from CEG. Registration materials for the conference are included in the Commission packet.
5. CDRPC coordinated with CDTC an adjacent property owner and trail user survey of the Zim-Smith Trail, the Uncle Sam Bikeway, and the Mohawk Hudson Bike Hike Trail. CDRPC has initiated a review and analysis of the residential property owner survey and trail user survey results.
6. Commission staff has continued to work on the TAZ-level employment projections for CDTC, using Census Bureau, Bureau of Labor Statistics, and NYS Dept. of Labor data. Employment projections at the Regional and county levels by major sector were completed for the base growth scenario, and preliminary Regional and county projections for the other three scenarios (concentrated growth, trend hyper-growth, and concentrated hyper-growth) were also completed.

TECHNICAL ASSISTANCE

1. Staff has completed a set of enrollment projections for the Ballston Spa School District. CDRPC has entered into an agreement to complete enrollment projections for Averill Park School District.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate was 88.8% in December 2006. For all of 2006, the utilization rate was 89.1% versus 86.5% for 2005.
2. CDRPC is establishing new collection procedures for the counties using the Detention facility. The direct deposit procedures into the account maintained by the Bank of New York, which purchased JPMorganChase's institutional trust services, will remain intact. However, CDRPC will take over responsibility for billing the counties using the facility.
3. A new three contract has been signed between CDYCI and Berkshire Farm to provide operational service support to the juvenile detention facility.
4. The CDYCI Board approved the 2007 budget and the per diem rate charges to the counties for use of the facility.

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 are prepared.
2. The application to the Foreign-Trade Zones Board requesting authority to establish a special-purpose Foreign-Trade Subzone for MPM Silicones was reviewed and approved, and a detailed cover letter provided to their consultants. The application was submitted to the Foreign Trade Zone Board.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

C. MEETINGS AND CONTACTS

- 12/11/06 Fabozzi: South End Planning Charettee
- 12/11/06 Ferraro: Saratoga Workforce Housing Partnership meeting
- 12/12/06 Ferraro: CDYCI Board meeting
- 12/12/06 Ferraro & Engstrom: CSO LTCP meeting with consultants and DEC officials regarding the Part B Scope of Work.
- 12/12/06 Fabozzi: South End Planning Charettee
- 12/13/06 Fabozzi: Remote Sensing Workshop
- 12/13/06 Ferraro: CDTC Regional Transportation Coordination Committee meeting
- 12/14/06 Ferraro: Presentation/Participation at Saratoga County Foreign Trade Zone Informational Breakfast meeting
- 12/19/06 Fabozzi: CDTA Transit Plan Advisory Committee meeting
- 12/20/06 Engstrom: Conference call with DEC officials and NYSARC staff regarding the NYS stormwater program.
- 1/04/07 Fabozzi: Presentation on Regional Growth Patterns for Chamber Leadership Academy
- 1/05/07 Ferraro: Meeting with rep from Center for Governmental Research to discuss programs of mutual interest.

“Sustainable Development II: Strategies for Growth in the Capital Region”

February 2, 2007

Union College, Schenectady, NY

Sponsored by ECOS: The Environmental Clearinghouse

8:00 – 8:30 AM Registration and visit exhibits

8:30 – 8:45 AM Welcoming Remarks

Jacqueline Skolnik, President, ECOS
 The Honorable Brian U. Stratton, Mayor, City of Schenectady
 Stephen C. Ainlay, President, Union College
 Patrick Clear, Executive Director, ECOS

8:45 – 10:45 AM Alternative Visions for the Capital Region

Four different growth scenarios, their fiscal implications, and their relation to landscape ecology

Gene Bunnell, University at Albany, SUNY	David Lewis, University at Albany, SUNY
Rocky Ferraro, Capital District Regional Planning Commission	Chris O’Neill, Capital District Transportation Committee
Gary Kleppel, University at Albany, SUNY	David Rooney, Center for Economic Growth

10:45 – 11:00 AM Break and visit exhibits

11:00 – 12:15 PM Reactions to Alternative Visions Presentations

Moderators: Patrick Clear, ECOS, and Rocky Ferraro, CDRPC

Q&A and responses from conference attendees to presenters of Alternative Visions

12:15 – 1:15 PM Lunch and visit exhibits

1:15 – 3:00 PM Developing Recommendations for Balanced Growth

Four dialogues designed to assist conference participants in the development of recommendations and strategies for the Capital Region, using information from the morning plenary combined with a look at successful case studies and existing local programs

A. Collaborative Planning and Services	B. Designing “New Centers”	C. Growth Management	D. Landscape Ecology
<i>Moderator: Kathie Armstrong, ECOS</i>	<i>Moderator: Andy Morris, ECOS, Union College</i>	<i>Moderator: Katherine Daniels, NYPF</i>	<i>Moderator: Alane Chinian, Saratoga PLAN</i>
David Lewis, UAlbany Kyle Wilber, NYS DOS	Todd Fabozzi, CDRPC Peter Manning, NYS DOS	Gene Bunnell, UAlbany Chris O’Neill, CDTC	Gary Kleppel, UAlbany Karen Strong, NYS DEC
How working together provides opportunities for inter-municipal cost sharing and regional planning efforts	How to create lively and attractive “New Centers” of higher density, mixed use, and pedestrian oriented development	How to direct growth and development into compact areas with existing and planned transportation and other infrastructure	How can we protect large open space landscapes and the vital environmental, economic and social benefits they provide

3:15 – 4:00 pm Next Steps for the Capital Region

Moderators: Ruth Bonn, LWV and Mary Werner, ECOS

Report out from the breakout sessions and development of recommendations and next steps from conference participants

Lunch sponsored by

MVP Health Care

Conference Co-Sponsored By

League of Women Voters of Schenectady County
Capital District Regional Planning Commission
New York State Department of State
Social Action Council, First Unitarian Society of Schenectady
Schenectady County Environmental Advisory Council
Union College Environmental Studies Program
New York Planning Federation
University at Albany, SUNY

Additional Financial Support Provided By

Audubon International	The Nature Conservancy
ARISE	Saratoga PLAN
Capital District Planners Association	SIGroup
Center for Economic Growth	The Hudson Group
Mohawk Hudson Land Conservancy	

Directions to Union College and Conference Location

The conference will be held at College Park Hall which is located on lower Nott Street in Schenectady. From Route 890, take the Erie Blvd. exit. Drive north on Erie Boulevard to the fifth light, and turn right onto Nott Street. College Park Hall is one block on the right.

Registration Form

Deadline January 17, 2007

Name(s) _____ Affiliation _____

Address _____

Telephone _____ E-mail _____

Breakout session (choose one): _____ A _____ B _____ C _____ D

Number of registrants _____ @ \$25 pp (includes lunch) \$ _____

Student registration free; lunch fee _____ @ \$10 pp \$ _____

Yes, I would like to support this and other activities of ECOS by becoming a member:

____ Individual (\$30) ____ Family (\$40) ____ Donor (\$55) ____ Sustaining (\$125)

\$ _____

Total payment (please make check payable to ECOS): \$ _____

Please mail registration form and payment to: ECOS, PO Box 9118, Niskayuna, NY 12309
For more information, contact Patrick Clear at ECOS at 518-370-4125 or ecos@global2000.net
or go to www.ecosny.org

