



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

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Deborah A. Shannon

Office Manager

Donna M. Reinhart

Planning Intern

Greg Atkinson

COMMISSION MEETING

8:30 am, Wednesday, October 15th, 2008

CDRPC Office

One Park Place

Albany, New York

453-0850

AGENDA

1. Welcome
2. July 16, 2008 Meeting Minutes*
3. Presentation by Ann Luby, Capital Region Rep. NYS DOL (Memo 08-21)
4. Financial Statement through September 30, 2008 (Memo 08-22)*
5. Responses to Audit RFP (Memo 08-23)*
6. Status of Foreign Trade Zone Application and Agreement with CDTS (Memo 08-24)
7. Expansion of Grant of Authority for a Foreign Trade Zone (Memo 08-25)*
8. Proposed Staff Internet Policy (Memo 08-26)*
9. Combined Sewer Overflow Long Term Control Plan Update (Memo 08-27)
10. Staff Activity Report
11. Other Business (Nominating Committee)
12. Next Meeting Date/Time: December 17, 2008 @ 8:30 AM

*Requires Formal Board Action

COMMISSION MEETING

July 16, 2008

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

MINUTES

PRESENT: Willard Bruce, Henry Dennis, John Graziano, Judy Breselor, Mike Stammel, Fred Acunto, Chris Callaghan, John Murray, Robert Godlewski, Barbara Mauro, David Vincent

ABSENT: Lucille McKnight, Michael Whalen, Stan Brownell, Leon Fiacco, Jim Shaughnessy, Phil Barrett, Jason Kemper, Gary Hughes, Michael Petta

PRESIDING: John Graziano, President, called the meeting to order at 8:30am.

1. Welcome

Alan Walther and Rick Bigham from Dorfman Robbie were in attendance. Also Michael Hall from McNamee, Lochner, Titus, & Williams was in attendance.

2. May 21, 2008 Meeting Minutes

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

Action Taken

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

3. Financial Statement through June 30, 2008

The financial statement reflects activities through June 30, 2008. The revenues are at 49.9% and the expenses are at 46.8%. There is approximately \$73,300 cash in the bank plus certificates of deposit totaling \$71,000 and outstanding receivables totaling approximately \$146,500.

Action Taken

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

4. 2007 Audit Report, Presentation by Dorfman-Robbie

A copy of the FY-2007 Audit Report prepared by Dorfman-Robbie Certified Public Accountants, P.C. was sent out prior to the meeting for review.

Alan Walther and Rick Bigham 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, 2007

Under *Other Post-Employment Benefits – Management Advisory Comment*, it stated the following:

During June 2004, the Government Accounting Standards Board (GASB) issues statement 45 pertaining to post-employment benefits (OPEB). This statement establishes new reporting requirements for state and local governments throughout the United States. When implemented, it will require the reporting of liabilities pertaining to post-employment benefits earned by employees on a current basis. CDRPC is required to implement this standard for the year ending December 31, 2010. The implementation of this standard is expected to have a substantial impact on the CDRPC's financial position. We recommend that the CDRPC begin planning for the implementation of this requirement.

Chris Callaghan inquired about the post-employment benefits mentioned in the above statement. CDRPC does not offer health insurance coverage to its retired employees and therefore will not have a substantial impact on CDRPC's financial position. Rick Bigham from Dorfman Robbie added that it was put into the **Other Internal Control Matters** letter for Board consideration.

Rocky inquired if the letter could be modified to represent the fact that CDRPC presently does not offer health insurance coverage for its retired employees and therefore will not be subject to the new reporting requirement and liabilities associated with post employment benefits effective in 2010. Rick informed the Board that a revised letter would be put together to reflect the change and sent to CDRPC.

Bill Bruce asked how often CDRPC sends out RFP's for Audit services. This is the last audit year on the current three-year contract with Dorfman Robbie. Dorfman Robbie has been providing audit services to CDRPC for the last ten years.

Action Taken

Barbara Mauro made a motion to approve the 2006 Audit as amended, and Mike Stammel seconded. The motion was approved unanimously.

5. 2009 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. The amount requested from each county will remain unchanged from 2008. There has been no increase since 2004. A final budget will be prepared for the December Commission meeting.

The contractual services reflect work anticipated to be under contract in 2009 including mapping support assistance to CDTA, school district enrollment projections, and participating in a pilot project with the EDA.

CDRPC will continue to facilitate and coordinate the work associated with the Combined Sewer Overflow project through 2009. Funding support is being provided through a variety of funding sources including an EPF grant from the NYS DEC. There is a separate set of financial records for this project, including the establishment of separate banking accounts.

Jack Murray inquired about the percentage of employee benefits that is listed. The primary benefits are the health insurance, which is listed for 2009 with a 7% increase and NYS Retirement for 2009. The Retirement bill for 2008 is \$31,000 and \$34,000 was budgeted. For 2009 Rocky estimated the bill to be approximately \$34,500, however he anticipates that amount to be lower.

Action Taken

Fred Acunto made a motion to approve the 2009 Preliminary Budget and Chris Callaghan seconded. The motion was approved unanimously.

6. Mid Year Progress Report

Jack Murray made a motion to enter into Executive Session to discuss contract issues and David Vincent seconded. The motion was accepted unanimously.

7. Combined Sewer Overflow Long Term Control Plan Update

After the executive session, Rocky reported that sampling of the Hudson River, its tributaries, and the combined sewer system has begun. As of July 7, there have been 12 dry-weather sampling events and two wet-weather sampling events.

The municipalities have provided staff and interns to do the sampling. The samples must be taken to the lab within 6 hours of taking the sample to get tested. The cooperation by all parties has been exceptional since the event must often be organized on short notice.

The next CAC and public meetings will be held in the fall, after the sampling and monitoring data has been collected and analyzed.

8. Staff Activity Report

Highlighting the staff report, Rocky reported that the 2010 Census Project is moving forward. CDRPC will be entering into a contract with Empire State Development effective August 1, 2008 for the next phase of activities.

Staff continue to provide technical support to each of the four counties in addressing the issue of affordable and workforce housing in their respective counties.

Staff has continued work on the 604b water quality program and continues participating in water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities.

9. Other Business

Jack Murray suggested getting the RFP out for an auditor now and present the results at the October meeting. Rocky will send the RFP out within the week and will report back to the Board at the October meeting.

10. Next Meeting Date

The next Commission meeting will be held October 15, 2008 at 8:30am.

Adjournment

Chris Callaghan made a motion to adjourn the meeting and Fred Acunto seconded. The motion was approved unanimously.

Respectfully submitted,


John Graziano
Chair



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MEMORANDUM (#08-21)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2008

Re: Presentation by Ann Luby

Ann Luby, the Capital Region Representative from the New York State Department of Labor will provide us with an update of programs of interest within the Department and her role as the recently appointed Capital Region Representative.



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MEMORANDUM (#08-22)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 7, 2008
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through September 2008. With three quarters of the year complete, revenues are at 79.3% and expenses are at 69.6%. The consultant line item is over budget due to the legal support provided to CDRPC with regards to our Agreement with Capital District Trade Strategies.

Fourth quarter invoices were sent to Saratoga and Schenectady Counties. Third quarter invoices were prepared for the appropriate billing agencies for the Water Quality Program, Wind Energy Initiative, UPWP (Transportation), CDYCI, and Combined Sewer Overflow Program.

As noted on the Statement of Financial Condition, on September June 30th we had approximately \$75,000 cash in the bank and outstanding receivables totaling approximately \$94,000. We also have four Certificates of Deposit, one for \$60,000 that expires in November, one for \$30,000 that expires in December and two for \$20,000, one that expires next April and another next July.

CDRPC 2008 Income Statement

Account	Budget	Jul 08	Aug 08	Sep 08	Year-to-Date	Balance	YTD %
2008 REVENUE							
R2390.1 Albany County	\$ 84,663.00	\$ 42,331.50	\$ -	\$ -	\$ 84,663.00	\$ -	100.0%
R2390.2 Rensselaer County	43,842.00	21,921.00	-	-	43,842.00	-	100.0%
R2390.3 Saratoga County	57,666.00	14,416.50	-	-	43,249.50	14,416.50	75.0%
R2390.4 Schenectady County	42,123.00	10,530.75	-	-	31,592.25	10,530.75	75.0%
R2401.0 Interest & Earnings	1,500.00	113.64	144.23	72.66	1,012.20	487.80	67.5%
R2770.1 Miscellaneous	100.00	-	-	-	-	100.00	0.0%
R2770.3 Contractual Services	20,000.00	6,000.00	-	279.71	21,653.80	(1,653.80)	108.3%
R2770.4 FTZ#121	15,000.00	-	-	-	-	15,000.00	0.0%
R2770.5 Conferences	6,000.00	270.00	150.00	-	6,540.00	(540.00)	109.0%
R2770.6 CDYCI	72,000.00	-	-	18,000.00	54,000.00	18,000.00	75.0%
R3900.3 Empire State Dev.	5,000.00	-	-	-	1,916.34	3,083.66	38.3%
R3900.4 Other NYS Aid (NYSERDA)	20,000.00	-	-	439.84	2,388.16	17,611.84	11.9%
R3900.6 EFC CSO Grant	95,000.00	-	-	19,915.86	64,717.26	30,282.74	68.1%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	-	-
R4000.2 EDA	60,000.00	-	-	30,000.00	60,000.00	-	100.0%
R4000.3 Water Quality	49,000.00	-	-	5,295.35	36,976.07	12,023.93	75.5%
R4000.4 UPWP	100,000.00	-	-	28,071.60	80,979.07	19,020.93	81.0%
R4000.5 Other Federal Aid (HUD)	1,000.00	-	-	-	-	1,000.00	0.0%
R4000.6 EPA CSO Grant	-	-	-	-	-	-	-
Gross Revenue	\$ 672,894.00	\$ 95,583.39	\$ 294.23	\$ 102,075.02	\$ 533,529.65	\$ 139,364.35	79.3%
2008 EXPENSE							
E.1010 Salaries	\$ 371,000.00	\$ 30,669.12	\$ 30,669.12	\$ 30,669.12	\$ 278,022.08	\$ 92,977.92	74.9%
E.1030 Temporary Services	16,000.00	1,890.00	1,710.00	276.00	8,550.00	7,450.00	53.4%
E.2010 Office Equipment	6,000.00	510.68	169.00	169.00	3,504.68	2,495.32	58.4%
E.2020 Furniture & Furnishings	1,500.00	-	-	-	612.41	887.59	40.8%
E.4020 Workshops & Conferences	6,000.00	-	-	-	5,752.25	247.75	95.9%
E.4030 Consultant Services	8,500.00	3,805.00	1,862.50	2,737.50	12,402.82	(3,902.82)	145.9%
E.4040 Agency Memberships	6,000.00	200.00	-	-	4,285.00	1,715.00	71.4%
E.4051 Computer Supplies/Software	5,500.00	-	-	-	3,830.44	1,669.56	69.6%
E.4055 Data Purchases	500.00	-	-	4.00	4.00	496.00	0.8%
E.4060 Equipment Maintenance	2,000.00	-	226.70	-	847.52	1,152.48	42.4%
E.4070 Office Supplies	3,000.00	325.55	54.90	385.90	2,685.37	314.63	89.5%
E.4080 Books & Journals	1,000.00	-	-	179.40	415.40	584.60	41.5%
E.4090 Printing & Publishing	8,000.00	686.20	1,002.32	259.20	3,689.72	4,310.28	46.1%
E.4110 Rent	64,000.00	4,454.16	4,925.25	4,631.47	46,660.10	17,339.90	72.9%
E.4120 Telephone	3,500.00	253.73	248.26	251.57	2,271.10	1,228.90	64.9%
E.4121 Internet	3,200.00	224.80	224.80	360.37	2,216.89	983.11	69.3%
E.4130 Travel	10,000.00	837.49	200.00	1,147.00	4,763.12	5,236.88	47.6%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	3,300.00	709.85	170.00	-	2,126.86	1,173.14	64.5%
E.4160 Miscellaneous	1,094.00	89.51	117.61	89.86	816.73	277.27	74.7%
E.4170 Payroll Services	1,700.00	113.26	117.46	130.66	1,107.04	592.96	65.1%
E.4190 Contingent Fund	3,500.00	-	-	-	-	3,500.00	0.0%
E.4200 Insurance-General	1,600.00	-	-	-	1,200.56	399.44	75.0%
E.8010 NYS Retirement	34,000.00	-	-	-	-	34,000.00	0.0%
E.8030 FICA	30,000.00	2,513.99	2,500.22	2,390.51	22,131.69	7,868.31	73.8%
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	-	-	-	1,437.00	1,563.00	47.9%
E.8050 Ins.-Health	75,000.00	5,709.18	5,709.18	5,709.18	56,442.15	18,557.85	75.3%
E.8060 Ins.-Unemployment	1,500.00	35.91	22.30	2.49	1,046.52	453.48	69.8%
E.8070 Prof. Memberships	1,000.00	200.00	-	-	400.00	600.00	40.0%
E.8080 Continuing Education	1,000.00	-	950.00	-	950.00	50.00	95.0%
Gross Expenses	\$ 672,894.00	\$ 53,228.43	\$ 50,879.62	\$ 49,393.23	\$ 468,171.45	\$ 204,722.55	69.6%
Net Operating Income	\$ -	\$ 42,354.96	\$ (50,585.39)	\$ 52,681.79	\$ 65,358.20		
A909 Fund Balance-Unreserved	-	-	-	-	-		
Net Income	\$ -	\$ 42,354.96	\$ (50,585.39)	\$ 52,681.79	\$ 65,358.20		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition September 30, 2008

Assets

Cash — Checking	\$	17,831.86
Cash — Money Market		57,205.04
Cash — PayPal Account		10.89
Cash — Certificates of Deposit		131,445.35
Petty Cash		200.00
Due from Private Persons/Organizations		29,567.00
Due from State & Federal Governments		76,799.42
Due from Other Governments		1,153.80
Prepaid Expenses		127.96
Carryover Revenue		4,717.91
<i>Sub-Total: Assets</i>	\$	<u>319,059.23</u>
Expenses — Year-to-Date		<u>468,171.45</u>

Total \$ 787,230.68

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		33.29
Deferred Project Revenue		(15,000.00)
Fund Balance — Restricted		-
Fund Balance — Unrestricted		268,667.74
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>253,701.03</u>
Revenue — Year-to-Date		<u>533,529.65</u>

Total \$ 787,230.68

Net Income (Loss) \$ 65,358.20



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MEMORANDUM (#08-23)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 7, 2008
Re: Consultant Approval for Audit & Financial Services

Two proposals were received in response to the RFP for Audit and Financial Services to CDRPC for the three year period beginning with the fiscal year ending December 31, 2008. Services requested include an Audit of the CDRPC financial records for 2008, 2009 and 2010 and guidance, as needed, during the year on CDRPC financial matters. The two firms and their bid amount are listed as follows:

<u>Consultant</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Dorfman-Robbie, CPAs, P.C.	\$7,100	\$7,500	\$8,000
Pryba, Tobin & Company, PC	\$8,500	\$8,900	\$9,400

Dorfman Robbie has provided auditing services to CDRPC since 1994. The audit fee for 2007 was \$7100. They are also under contract to provide auditing services to CDYCI through 2009.



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MEMORANDUM (#08-24)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2008

Re: Status of Foreign Trade Zone Application

Attached is a background and status report of the Foreign-Trade Zone application as CDRPC moves forward to submit an application to the Foreign-Trade Zone Board to meet their new framework requirements. The major modification application is being prepared by CDRPC staff and will be submitted shortly after the first of the year when the new FTZ guidelines go into effect. Meetings have been held with the county economic development representatives from each of the eight participating counties (Albany, Rensselaer, Saratoga, Schenectady, Greene, Montgomery, Warren, and Washington) and all have expressed support for the revised strategy. Since Fulton and Columbia counties declined to participate in the original application prepared by Capital District Trade Strategies, they are not entitled to the same remedial benefits afforded to the eight participating counties outlined in the memo.



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Foreign-Trade Zone #121 Major Modification Application

Background

In January 2006, the Capital District Regional Planning Commission (CDRPC), Grantee of Foreign-Trade Zone #121 at Albany, New York, executed a contract with Capital District Trade Strategies (CDTS) to engage them as Administrators of the Zone. CDRPC has never had the staff resources necessary to aggressively promote the Foreign-Trade Zone (FTZ) throughout the Region and, rather than adding staff, contracted with CDTS which could devote their time and expertise towards marketing and further developing the FTZ as a Regional asset.

Pursuant to a Marketing Plan developed by CDTS, the Administrator began to market FTZ advantages throughout the roughly 16-county Albany Port Customs District with the objective of submitting an omnibus Major Modification Application to the Foreign-Trade Zones Board (FTZB) in early 2007. Counties were invited to participate in the Application through the payment of a \$15,000 fee per county, which would cover the entire cost of preparing and submitting the Application for any number of county-designated sites, including the \$1,600 fee to the FTZB and the \$15,000 fee to CDRPC, based on the new Zone Tariff developed by CDTS. Recruiting individual businesses and obtaining the necessary documentation proved more difficult than originally envisioned, and the submission date for the Application was pushed back ultimately to mid-2008.

CDTS delivered what it characterized as a completed Major Modification application to CDRPC in June 2008. Besides missing some crucial components, the Application did not have all of the required Concurrence Letters from property owners and had no Letters of Commitment from businesses. The former provide the requisite permission from a property owner to include their property in the FTZ, while the latter state that a business is ready, willing, and able to activate the property they own or lease with Customs as soon as the application is approved and a Grant of Authority issued by the FTZB. The application delivered to CDRPC by CDTS included 36 sites with 124 owners, 547 parcels, and 17,032 acres in eight counties.

Around the time CDRPC was given the application (26 Jun 08) by CDTS, Commission staff attended a Workshop with the Executive Secretary of the FTZB at which he presented a proposed new Framework for FTZ Grantees which was originally published in the *Federal Register*, Vol. 73, No. 90, Thursday, 5/8/08, on page 26077. As part of his presentation, the Executive Secretary indicated that the FTZB will not approve more than 2,000 acres per Zone in sites that can be activated and will not approve a large (36 is very large) number of sites for activation.

The combination of an incomplete Application from CDTS, the certainty that most sites in the Application would not be approved by the FTZB, the 2,000 acre limitation for whichever sites might have been approved, and the potential availability of a new Framework for configuring Foreign-Trade Zones that is infinitely more suitable for the Region led to the inevitable conclusion that CDRPC should:

- 1) scrap the existing Application,
- 2) use CDRPC staff to prepare a new Major Modification Application, and
- 3) use the new Framework being developed by the FTZB for the Application.

Caveats

CDRPC staff are currently in the process of meeting with the eight participating counties to explain the new Application Framework and to solicit their support and assistance in the preparation of the new Application. In our discussions with county economic developers thus far, we have discovered that CDTS apparently grossly over-sold the potential benefits of the Major Modification application to certain counties and property owners. First, there is no conceivable benefit from FTZ status for a property user who does not import dutiable goods — simple exporting is completely unaffected by FTZ procedures. Second, the Major Modification Application was designed to obtain General-Purpose Zone (GPZ) status for particular sites, suitable for warehousing activities, not Manufacturing

authority. Any business seeking Manufacturing Authority must prepare or have prepared an entirely separate application for such Authority, typically conducted in a Foreign-Trade Subzone, not a GPZ.

New Application Process

The new FTZB Framework permits a Grantee to apply to reorganize its Zone such that a multi-county Service Area is considered to be entirely within the FTZ. An initial allocation of 2,000 acres (87,120,000 sq. ft.) may be made to the Zone. Accordingly, CDRPC will apply for all 10 NYS-authorized counties — Albany, Columbia, Greene, Fulton, Montgomery, Rensselaer, Saratoga, Schenectady, Warren, & Washington — to be included in its Service Area, with an initial allocation of 2,000 floating acres, assignable as necessary.

Within the Service Area, a Grantee may establish up to six Magnet sites at strategic locations (e.g., industrial parks) where it is expected that multiple businesses may seek to use FTZ procedures. Each Magnet site may receive an allocation of up to 200 floating acres (8,712,000 sq. ft.), which may be assigned to users as and when they need it. Magnet site status will sunset in 5-7 years if there is no FTZ activity within the site.

For businesses outside of Magnet sites that wish to use Zone procedures, a Usage-Driven site may be established, either at the time of the Major Modification Application or at any time in the future. Usage-Driven sites not included in the Application may be approved by the FTZB via a Minor Boundary Modification (MBM) procedure, which includes just a covering letter and supporting documentation and is typically processed by the FTZB within 30-45 days.

The above provisions will entirely replace the GPZ system, thus eliminating the existing four GPZs in FTZ #121 at Northeast Industrial Park, Rotterdam Industrial Park, the Rensselaer side of the Port of Albany, and Crossroads Industrial Park. The Subzones at AMRI, Inc., and MPM Silicones will be completely unaffected.

Note that the new Application is expected to take 10-12 months processing time before approval.

Remediation

CDRPC recognizes that certain counties, property owners, and businesses that were included in the CDTS application paid CDTS with the understanding that their sites would be included in the application. Of course, since the FTZB would never approve 36 sites with 17,032 acres, the expected value of that inclusion was limited; nevertheless, CDRPC will do the following in amelioration for the original counties and sites:

1. Any county-approved site that is ready, willing, and able to obtain U.S. Customs approval and activate to use Zone procedures as soon as CDRPC receives its new Grant of Authority will be included at no charge in the current Application, either within a Magnet site or as Usage-Driven site.
2. For a period of five years after CDRPC receives its new Grant of Authority, CDRPC will waive its \$5,000 fee and prepare and file at no charge a MBM for any county-approved site that is ready, willing, and able to obtain U.S. Customs approval and activate to use Zone procedures.
 - Note: Any GPZ sites approved as a result of the original application would have had a sunset provision terminating their Grant of Authority if no business had activated and used Zone procedures within five years of the initial approval.
3. For any county-approved site requesting Manufacturing Authority from the FTZB within five years after CDRPC receives its new Grant of Authority, CDRPC will waive its \$10,000 Subzone application fee.
 - Note: Businesses requesting Manufacturing Authority will still be responsible for the cost of application preparation and the \$4,000-\$6,500 application fee payable to the FTZB.

Document Requirements

- Detailed site descriptions and maps for Magnet & Usage-Driven Sites.
- Letters of Concurrence from Owners & Businesses, and Letters of Interest from Businesses.
- Letters of Commitment for sites ready to be activated.



CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850

FAX: 518/453-0856

FTZ #121

WEB SITE AT <http://cdrpc.org>

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MEMORANDUM (#08-25)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 7, 2008
Re: Foreign-Trade Zone Jurisdiction

The existing Four-County Agreement creating CDRPC was amended in 1984 to read as follows:

To conduct studies and to make the necessary action for the promotion of economic development of the Region. Such actions may include making application for and receiving grants of authority for a Foreign-Trade Zone and Subzone(s) *within the Capital District area*, pursuant to the Foreign-Trade Zone Act of June 18, 1934, as amended.

The primary purpose of the amendment was to provide the Commission with the authority to apply to the Foreign-Trade Zones Board for a Grant of Authority for FTZ #121 at Albany, NY, and to exercise that Authority when granted.

Since receiving the Grant of Authority in 1985, the Commission Board and staff have acted under the assumption that the amendment cited above gave CDRPC the necessary power to act within the 16-county Albany Port Customs & Border Protection District jurisdiction (see attached map)

In discussions with the staff of the Foreign-Trade Zones Board, it has become apparent that the application being prepared for a 10-county service area as cited in the previous memo will be materially assisted if the Board clarifies the power of CDRPC to act as Grantee of FTZ #121 throughout the Albany Port Customs & Border Protection District.

Therefore action is requested by the Board to approve the following Resolution that defines the *Capital District* strictly for Foreign Trade Zone related activities as follows:

RESOLVED; that the reference to the "Capital District area" in Article III, Powers and Duties of the Four-County Agreement, Section II, which allows the Board to receive grants of authority for a Foreign-Trade Zone, means the entire Albany Port Customs & Border Protection District.

For your information, attached are the following two items:

- A history of the State enabling legislation amending the authorization for CDRPC to apply for, establish and operate a foreign-trade zone covering a ten county area:
 - 1991 N.Y. Laws Chapter 439 added Fulton County.
 - 1991 N.Y. Laws Chapter 451 added Montgomery County.
 - 1992 N.Y. Laws Chapter 23 added Columbia and Greene counties.
 - 2001 N.Y. Laws Chapter 484 added Warren and Washington counties.
- Description of the geographical limits of the Customs and Border Protection jurisdiction of the Port of Albany, as found in the Department of the Treasury, Title 19 – Customs Duties, Chapter 1 – United States Customs Service, Part 1 General Provisions. This document was provided by Andrew J. Wescott, Port Director, U.S. Customs and Border Protection.

1991 Bill Tracking NY S.B. 4191

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214TH GENERAL ASSEMBLY -- SECOND REGULAR SESSION (1992)

SENATE BILL 4191

1991 Bill Tracking NY S.B. 4191

DATE-INTRO: MARCH 26, 1991

LAST-ACTION: JULY 19, 1991

SYNOPSIS: Includes the county of Fulton within capital district regional planning commission foreign trade zone.

STATUS:

03/26/91 INTRODUCED. To SENATE Committee on LOCAL GOVERNMENT.

04/16/91 From SENATE Committee on LOCAL GOVERNMENT.

04/24/91 Passed SENATE. *****To ASSEMBLY. To ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT.

06/25/91 From ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT. Substituted for A 6797.

06/25/91 Passed ASSEMBLY. *****To GOVERNOR.

07/19/91 Signed by GOVERNOR.

SUBJECT: SPECIAL MEASURES, LOCAL LEGISLATION

SPONSOR: Farley

SUBJECT: SPECIAL ECONOMIC ZONES (86%);

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1991 N.Y. ALS 439, *; 1991 N.Y. LAWS 439;
1991 N.Y. S.N. 4191

NEW YORK ADVANCE LEGISLATIVE SERVICE

1991 REGULAR SESSION

CHAPTER 439

SENATE BILL NO. 4191

1991 N.Y. ALS 439; 1991 N.Y. LAWS 439; 1991 N.Y. S.N. 4191

BILL TRACKING SUMMARY FOR THIS DOCUMENT

SYNOPSIS: AN ACT to amend chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, in relation to inclusion of the county of Fulton.

NOTICE: [D> Text within these symbols is deleted <D]
[A> UPPERCASE TEXT WITHIN THESE SYMBOLS IS ADDED <A]

To view the next section, type .np* and TRANSMIT.
To view a specific section, transmit p* and the section number. E.g. p*1

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

[*1] Section 1. Section 1 of chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, is amended to read as follows:

Section 1. The capital district regional planning commission, hereafter referred to as the commission, may make application to the foreign trade zone board established by the act of congress, approved June [D> eighteenth, nineteen hundred thirty-four <D] [A> 18, 1934 <A], entitled "An Act to provide for the establishment, operation and maintenance of foreign trade zones in ports of entry of the United States, to expedite and encourage foreign commerce, and for other purposes" for a grant to the capital district region covering counties of Albany, [A> FULTON, <A] Rensselaer, Saratoga and Schenectady for the privilege to have established, operated and maintained a foreign trade zone or zones and foreign trade subzones within such counties pursuant to the provisions of such act, and if such application be granted, to have established, operated and maintained such zone and subzones in accordance with law. The capital district regional planning commission may enter into such contracts and may appropriate such sums of money as it may deem proper, subject to the provisions of this act, towards the promotion and establishment of such zones and subzones but such commission shall not impose or incur any financial liability on behalf of the counties comprising the capital district region without the prior approval of the legislative body of each county of the district.

[*2] § 2. This act shall take effect immediately.

HISTORY:

Approved July 19, 1991

SPONSOR: IN SENATE -- Introduced by Sen. FARLEY -- read twice and ordered printed, and when printed to be committed to the Committee on Local Government.

IN ASSEMBLY -- Introduced by M. of A. J. KING -- read once and referred to the Committee on Commerce, Industry and Economic Development.

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214TH GENERAL ASSEMBLY -- SECOND REGULAR SESSION (1992)

SENATE BILL 4934

1991 Bill Tracking NY S.B. 4934

DATE-INTRO: APRIL 23, 1991

LAST-ACTION: JULY 19, 1991

SYNOPSIS: Includes the County of Montgomery within Capital District Regional Planning Commission Foreign Trade Zone.

STATUS:

04/23/91 INTRODUCED. To SENATE Committee on LOCAL GOVERNMENT.
05/07/91 From SENATE Committee on LOCAL GOVERNMENT.
05/14/91 Passed SENATE. *****To ASSEMBLY.
05/15/91 To ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT.
06/24/91 From ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT. Substituted for A 8146.
06/24/91 Passed ASSEMBLY. *****To GOVERNOR.
07/19/91 Signed by GOVERNOR.

SUBJECT: SPECIAL MEASURES, LOCAL LEGISLATION

SPONSOR: Farley

SUBJECT: SPECIAL ECONOMIC ZONES (86%);

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1991 N.Y. ALS 451, *; 1991 N.Y. LAWS 451;
1991 N.Y. S.N. 4934

NEW YORK ADVANCE LEGISLATIVE SERVICE

1991 REGULAR SESSION

CHAPTER 451

SENATE BILL NO. 4934

1991 N.Y. ALS 451; 1991 N.Y. LAWS 451; 1991 N.Y. S.N. 4934

BILL TRACKING SUMMARY FOR THIS DOCUMENT

SYNOPSIS: AN ACT to amend chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, in relation to inclusion of the county of Montgomery.

NOTICE: [D> Text within these symbols is deleted <D]
[A> UPPERCASE TEXT WITHIN THESE SYMBOLS IS ADDED <A]

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To view a specific section, transmit p* and the section number. E.g. p*1

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

[*1] Section 1. Section 1 of chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, is amended to read as follows:

Section 1. The capital district regional planning commission, hereafter referred to as the commission, may make application to the foreign trade zone board established by the act of congress, approved June [D> eighteenth, nineteen hundred thirty-four <D] [A> 18, 1934 <A], entitled "An Act to provide for the establishment, operation and maintenance of foreign trade zones in ports of entry of the United States, to expedite and encourage foreign commerce, and for other purposes" for a grant to the capital district region covering counties of Albany, [A> MONTGOMERY, <A] Rensselaer, Saratoga and Schenectady for the privilege to have established, operated and maintained a foreign trade zone or zones and foreign trade subzones within such counties pursuant to the provisions of such act, and if such application be granted, to have established, operated and maintained such zone and subzones in accordance with law. The capital district regional planning commission may enter into such contracts and may appropriate such sums of money as it may deem proper, subject to the provisions of this act, towards the promotion and establishment of such zones and subzones but such commission shall not impose or incur any financial liability on behalf of the counties comprising the capital district region without the prior approval of the legislative body of each county of the district.

[*2] § 2. This act shall take effect immediately.

HISTORY:

Approved July 19, 1991

SPONSOR: Introduced by Sen. FARLEY -- read twice and ordered printed, and when printed to be committed to the Committee on Local Government.

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214TH GENERAL ASSEMBLY -- SECOND REGULAR SESSION (1992)

SENATE BILL 4280

1991 Bill Tracking NY S.B. 4280

DATE-INTRO: MARCH 27, 1991

LAST-ACTION: MARCH 27, 1992

SYNOPSIS: Gives foreign trade zone authorization to the Capital District Regional Planning commission for application of the Counties of Columbia and Greene.

STATUS:

03/27/91 INTRODUCED. To SENATE Committee on LOCAL GOVERNMENT.
04/23/91 From SENATE Committee on LOCAL GOVERNMENT.
04/29/91 Passed SENATE. *****To ASSEMBLY. To ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT.
12/09/91 Recalled from ASSEMBLY. *****Returned to SENATE.
12/17/91 Amended on SENATE floor.
02/11/92 Passed SENATE. *****To ASSEMBLY. To ASSEMBLY Committee on COMMERCE AND INDUSTRY.
03/13/92 Substituted for H 7024.
03/16/92 From ASSEMBLY Committee on COMMERCE, INDUSTRY AND ECONOMIC DEVELOPMENT.
03/19/92 Passed ASSEMBLY. *****To GOVERNOR.
03/27/92 Signed by GOVERNOR.

SUBJECT: SPECIAL MEASURES, LOCAL LEGISLATION

SPONSOR: Saland and Bruno, et.al.

SUBJECT: SPECIAL ECONOMIC ZONES (86%);

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1992 N.Y. ALS 23, *; 1992 N.Y. LAWS 23;
1992 N.Y. S.N. 4280

NEW YORK ADVANCE LEGISLATIVE SERVICE

1992 REGULAR SESSION

CHAPTER 23

SENATE BILL NO. 4280-A

1992 N.Y. ALS 23; 1992 N.Y. LAWS 23; 1992 N.Y. S.N. 4280

BILL TRACKING SUMMARY FOR THIS DOCUMENT

SYNOPSIS: AN ACT to amend chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, in relation to inclusion of the counties of Columbia and Greene.

NOTICE: [D> Text within these symbols is deleted <D]
[A> UPPERCASE TEXT WITHIN THESE SYMBOLS IS ADDED <A]

To view the next section, type .np* and TRANSMIT.
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The People of the State of New York, represented in Senate and Assembly, do enact as follows:

[*1] Section 1. Section 1 of chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, as separately amended by chapters 439 and 451 of the laws of 1991, is amended to read as follows:

Section 1. The capital district regional planning commission, hereafter referred to as the commission, may make application to the foreign trade zone board established by the act of congress, approved June 18, 1934, entitled "An Act to provide for the establishment, operation and maintenance of foreign trade zones in ports of entry of the United States, to expedite and encourage foreign commerce, and for other purposes" for a grant to the capital district region covering counties of Albany, [A> COLUMBIA, <A] Fulton, [A> GREENE, <A] Montgomery, Rensselaer, Saratoga and Schenectady for the privilege to have established, operated and maintained a foreign trade zone or zones and foreign trade subzones within such counties pursuant to the provisions of such act, and if such application be granted, to have established, operated and maintained such zone and subzones in accordance with law. The capital district regional planning commission may enter into such contracts and may appropriate such sums of money as it may deem proper, subject to the provisions of this act, towards the promotion and establishment of such zones and subzones but such commission shall not impose or incur any financial liability on behalf of the counties comprising the capital district region without the prior approval of the legislative body of each county of the district.

[*2] § 2. This act shall take effect immediately.

HISTORY:

Approved March 27, 1992

SPONSOR: IN SENATE -- Introduced by Sens. SALAND, BRUNO, COOK -- read twice and ordered printed, and when printed to be committed to the Committee on Local Government - - reported favorably from said committee, ordered to first and second report, ordered to a third reading, passed by Senate and delivered to the Assembly, recalled, vote reconsidered, restored to third reading, amended and ordered reprinted, retaining its place in the order of third reading.

IN ASSEMBLY -- Introduced by M. of A. FASO, WARREN -- read once and referred to the Committee on Commerce, Industry and Economic Development -- committee discharged, bill amended, ordered reprinted as amended and recommitted to said committee.

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2001 NY S.B. 2368

224TH ANNUAL LEGISLATIVE SESSION

SENATE BILL 2368

2001 Bill Tracking NY S.B. 2368

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DATE-INTRO: FEBRUARY 8, 2001

LAST-ACTION: NOVEMBER 21, 2001; Signed by GOVERNOR.

SYNOPSIS: Relates to authorizing the Capital District Regional Planning Commission to apply for and accept a grant for the establishment, operation, and maintenance of foreign trade zones and foreign trade subzones; relates to the inclusion of Warren and Washington Counties.

STATUS:

- 02/08/2001 INTRODUCED.
- 02/08/2001 To SENATE Committee on LOCAL GOVERNMENT.
- 04/03/2001 From SENATE Committee on LOCAL GOVERNMENT.
- 05/22/2001 Passed SENATE. *****To ASSEMBLY.
- 05/22/2001 To ASSEMBLY Committee on ECONOMIC DEVELOPMENT, JOB CREATION, COMMERCE AND INDUSTRY.
- 06/04/2001 Recalled from ASSEMBLY. *****Returned to SENATE.
- 06/04/2001 Amended on SENATE floor.
- 06/18/2001 Passed SENATE. *****To ASSEMBLY.
- 06/18/2001 To ASSEMBLY Committee on ECONOMIC DEVELOPMENT, JOB CREATION, COMMERCE AND INDUSTRY.
- 06/26/2001 From ASSEMBLY Committee on ECONOMIC DEVELOPMENT, JOB CREATION, COMMERCE AND INDUSTRY.
- 06/26/2001 Substituted for A 4376.
- 06/26/2001 Passed ASSEMBLY.
- 11/09/2001 *****To GOVERNOR.
- 11/21/2001 Signed by GOVERNOR.

SUBJECT: BUSINESS AND CORPORATIONS, ECONOMIC DEVELOPMENT, BUSINESS- MISC, International Trade, Enterprise Zones, Economic Development Agencies, POLITICS AND GOVERNMENT, LOCAL GOVERNMENT, Local Government- Misc, REAL ESTATE AND CONSTRUCTION, REAL ESTATE DEVELOPMENT, Land Use Planning and Zoning

SPONSOR: Stafford

SUBJECT: REAL ESTATE (91%); LAND USE PLANNING (90%); SPECIAL ECONOMIC ZONES (90%); ECONOMIC DEVELOPMENT (90%); REGIONAL & LOCAL GOVERNMENTS (90%); GRANTS & GIFTS (89%); REAL ESTATE DEVELOPMENT (89%); ZONING (89%);

LOAD-DATE: November 28, 2001

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2001 NY S.B. 2368

NEW YORK 224TH ANNUAL LEGISLATIVE SESSION

SENATE BILL 2368

STATE OF NEW YORK
S. 2368--A
CAL. NO. 353
2001-2002 REGULAR SESSIONS
SENATE - ASSEMBLY
FEBRUARY 8, 2001

IN SENATE -- INTRODUCED BY SEN. STAFFORD -- READ TWICE AND ORDERED PRINTED, AND WHEN PRINTED TO BE COMMITTED TO THE COMMITTEE ON LOCAL GOVERNMENT -- REPORTED FAVORABLY FROM SAID COMMITTEE, ORDERED TO FIRST AND SECOND REPORT, ORDERED TO A THIRD READING, PASSED BY SENATE AND DELIVERED TO THE ASSEMBLY, RECALLED, VOTE RECONSIDERED, RESTORED TO THIRD READING, AMENDED AND ORDERED REPRINTED, RETAINING ITS PLACE IN THE ORDER OF THIRD READING
IN ASSEMBLY -- INTRODUCED BY M. OF A. LITTLE, D'ANDREA -- READ ONCE AND REFERRED TO THE COMMITTEE ON ECONOMIC DEVELOPMENT, JOB CREATION, COMMERCE AND INDUSTRY -- COMMITTEE DISCHARGED, BILL AMENDED, ORDERED REPRINTED AS AMENDED AND RECOMMITTED TO SAID COMMITTEE

BILL TRACKING REPORT: [2001 Bill Tracking NY S.B. 2368](#)

2001 Bill Text NY S.B. 2368

VERSION: Enacted

VERSION-DATE: November 21, 2001

SYNOPSIS: AN ACT to amend chapter 138 of the laws of 1984, relating to authorizing the capital district regional planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, in relation to inclusion of the counties of Warren and Washington

NOTICE:

[A> UPPERCASE TEXT WITHIN THESE SYMBOLS IS ADDED <A]
[D> Text within these symbols is deleted <D]

TEXT: THE PEOPLE OF THE STATE OF NEW YORK, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. Section 1 of chapter 138 of the laws of 1984, relating to authorizing the capital district regional

planning commission to apply for and accept a grant for the establishment, operation and maintenance of foreign trade zones and foreign trade subzones, as amended by chapter 23 of the laws of 1992, is amended to read as follows:

Section 1. The capital district regional planning commission, hereafter referred to as the commission, may make application to the foreign trade zone board established by the act of congress, approved June 18, 1934, entitled "An Act to provide for the establishment, operation and maintenance of foreign trade zones in ports of entry of the United States, to expedite and encourage foreign commerce, and for other purposes" for a grant to the capital district region covering counties of Albany, Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga [D> and <D] [A> , <A] Schenectady [A> , WARREN AND WASHINGTON <A] for the privilege to have established, operated and maintained a foreign trade zone or zones and foreign trade subzones within such counties pursuant to the provisions of such act, and if such application be granted, to have established, operated and maintained such zone and subzones in accordance with law. The capital district regional planning commission may enter into such contracts and may appropriate such sums of money as it may deem proper, subject to the provisions of this act, towards the promotion and establishment of such zones and subzones but such commission shall not impose or incur any financial liability on behalf of the counties comprising the capital district region without the prior approval of the legislative body of each county of the district.

Section 2. This act shall take effect immediately.

SPONSOR:

Stafford

SUBJECT: SPECIAL ECONOMIC ZONES (92%); LEGISLATION (91%); LEGISLATORS (91%); LEGISLATIVE BODIES (90%); GRANTS & GIFTS (90%);

COUNTRY: UNITED STATES (95%);

STATE: NEW YORK, USA (95%);

LOAD-DATE: November 27, 2001

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The Port of Albany consists of all lands and waterways with the conceptual borders of the jurisdiction of the Port of Albany.

The conceptual borders of the Port of Albany are defined as:

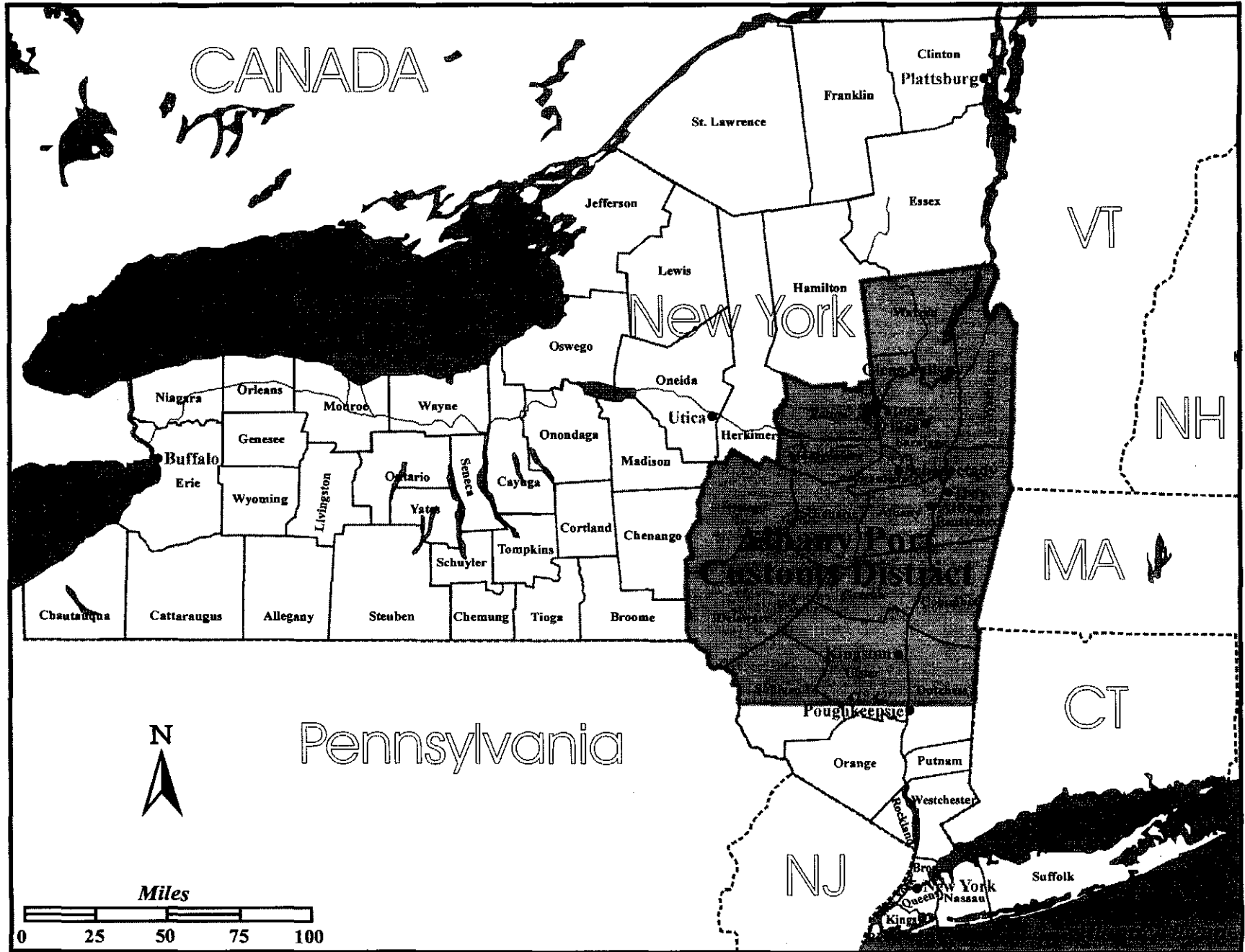
South: The Southern border of the Port of Albany, separating Albany from the New York Seaport Inspectional area, is defined by Manual Supplement II-8-3674, dated Dec. 29, 1978 as "A line of inspectional jurisdiction between Port Albany and the New York Seaport is designated at 41°42' North latitude. This could be envisioned as an imaginary line starting just north of the Mid Hudson suspension bridge near Poughkeepsie and extending in a westerly direction to include Highland, Ellenville, Greenfield Park, Woodridge, Fallsburgh, Harris, Fosterdale and their immediate vicinities. It also extends in an easterly direction north of Arlington, More's Mills and Dover Furnace including their vicinities."

East: The eastern borders of the Port of Albany extend along the eastern New York State border from a point of the vicinity of Dover Furnace (at 41°42' North latitude) north to Fort Ticonderoga.

North: The northern borders of the Port of Albany start at the eastern point at Fort Ticonderoga and run west by Southwest along the border of Warren County and stop at the Warren county line.

West: The Western borders of the Port of Albany start at the Northwest corner of Warren County and run South along the western borders of Warren and Saratoga Counties, West along the Fulton county line, South along the Fulton and Montgomery county lines, West along the Otsego county line, South along the Otsego and Delaware county lines to the town of Hales Eddy, then Southeast along the Delaware River to an area (at 41°42' North latitude) in the southern vicinity of the town of Callicoon, N.Y.

Albany Port Customs District Jurisdiction





CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850

FAX: 518/453-0856

FTZ #121

WEB SITE AT <http://cdrpc.org>

E-MAIL: cdrpc@cdrpc.org

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Vice Chair
Michael Stammel

Secretary
Philip Barrett

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Assistant Planner
Deborah A. Shannon

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Donna M. Reinhart

Planning Intern
Greg Atkinson

MEMORANDUM (#08-26)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 7, 2008
Re: Staff Internet Policy

Capital District Regional Planning Commission ("CDRPC") provides computer and network access to its employees for the express purpose of furthering CDRPC business and services. For purposes of this policy, the term "network access" refers to the act of gaining access to the Internet for purposes of querying, viewing, downloading or copying any data. CDRPC benefits through business-related access, exploration and appropriate dissemination of Internet-based information and technology. The creative use of Internet-based resources in the course of the work done at CDRPC is encouraged. Unlawful, unprofessional or unethical use or misuse of this technology, however, is prohibited.

Examples of prohibited uses include but are not limited to:

1. excessive network access for personal or non-CDRPC purposes during work hours.
2. any unauthorized access, monitoring, viewing, querying, distribution, plagiarism or copyright infringement of any data and any production, dissemination, or use of technology, devices, or services intended to circumvent measures controlling access to copyrighted works or information.
3. intentional access, possession, or dissemination of materials which can be considered pornographic under generally accepted standards.
4. intentional damage to office equipment, software or data.

Any employee found to be in violation of the above prohibitions may be subject to disciplinary action up to and including termination, and in the case of illegal actions, referral to appropriate law enforcement agencies.

By using computing and network access resources of CDRPC, each user accepts this policy and accepts full responsibility for his/her use and/or misuse of these resources.



FTZ #121

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MEMORANDUM (#08-27)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 7, 2008

Re: Long Term Control Plan – Combined Sewer Overflow Study

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

Work continues on the tasks as outlined in the approved Scope of Work. Now that the water sampling and sewer system monitoring have been completed, the primary focus is on analyzing the data and incorporating it into the system models.

The final touches on mapping and digitizing of the sewer systems are underway and the system model is nearly ready for calibration.

Once the data analysis is complete and the models calibrated, discussions will begin regarding CSO control alternatives.

Technical Committee meetings were held on August 5th and October 9th. The next CAC and public meetings will be held in the late fall, after the sampling and monitoring data has been analyzed.

**CAPITAL DISTRICT REGIONAL PLANNING COMMISSION
COMBINED SEWER OVERFLOW PROJECT
October 3, 2008**

Account	Description	Through 10/3/2008	Through 7/8/2008
<u>Cash & Equivalents</u>			
	Cash in Time Deposit - CSO	81,359.96	199,689.71
	Total Cash & Equivalents	<u>81,359.96</u>	<u>199,689.71</u>
<u>Receivables</u>			
	Accounts Receivable		
	A/R - Due from NYSDEC (EPF Grant)	1,385,090.53	1,500,000.00
	A/R - Due from NYSDEC (Round 9 EPF Grant)	475,000.00	475,000.00
	A/R - Due from Other Governments	664,667.17	65,699.13
	A/R - Due from City of Troy (DOS Grant)	0.00	0.00
	A/R - Due from Cohoes (DOS Grant Part B)	340,938.43	410,191.82
	Total Receivables	<u>2,865,696.13</u>	<u>2,450,890.95</u>
	Total Current Assets	<u>2,947,056.09</u>	<u>2,650,580.66</u>
	Non-Current Assets	<u>0.00</u>	<u>0.00</u>
	TOTAL ASSET	<u>2,947,056.09</u>	<u>2,650,580.66</u>
<u>Accounts Payable</u>			
	A/P - Interest owed to DEC	(1,294.70)	(830.32)
	A/P to CDRPC	0.00	(23,298.89)
	A/P to APJVT	(735,641.08)	(404,020.91)
	A/P to Other	0.00	0.00
	Total Accounts Payable	<u>(736,935.78)</u>	<u>(428,150.12)</u>
<u>Deferred Revenue</u>			
	Deferred Project Revenue - NYSDEC	(1,145,698.51)	(1,476,664.80)
	Deferred Revenue - NYSDEC Round 9	(133,013.54)	(313,832.60)
	Deferred Revenue - DOS Troy Grant	0.00	0.00
	Deferred Revenue - DOS Cohoes Grant	(329,727.46)	(341,055.44)
	Deferred Revenue - Other Governments	(601,326.21)	(90,523.11)
	Deferred Revenue - Non-DEC Interest Eamed	(354.59)	(354.59)
	Total Deferred Revenue	<u>(2,210,120.31)</u>	<u>(2,222,430.54)</u>
	Total Current Liabilities	<u>(2,947,056.09)</u>	<u>(2,650,580.66)</u>
	Non-Current Liabilities	<u>0.00</u>	<u>0.00</u>
	TOTAL LIABILITY	<u>(2,947,056.09)</u>	<u>(2,650,580.66)</u>
	Equity	0.00	0.00
	NET (INCOME) LOSS	<u>(0.00)</u>	<u>(0.00)</u>
	TOTAL EQUITY	<u>(0.00)</u>	<u>(0.00)</u>
	TOTAL LIABILITY AND EQUITY	<u>(2,947,056.09)</u>	<u>(2,650,580.66)</u>
	Revenues	<u>0.00</u>	<u>0.00</u>

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT July 7, 2008 to September 30, 2008

A. ADMINISTRATION

1. Staff have initiated work on the 2007 CDRPC Progress Report.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES

1. The staff responded to approximately 100 call-in and e-mail data requests during the reporting period.
2. CDRPC changed domain hosts for its web site from Earthlink to Network Solutions, resulting in an 80% decrease in cost and an increase in services. For instance, the Commission may now establish general and special-purpose Blogs, such as <http://cdrpc.org/ftz>, which keeps interested parties up to date on the status of the Foreign-Trade Zone application. The web statistics for the new host are not comparable with previous data, so no comparisons are being given yet. However, the traffic webcam page, <http://cdrpc.org/DOTpopCCTV.html>, was viewed over 56,000 times in the first three quarters of 2008.
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.
4. The staff continues to process, analyze, and disseminate Census data and data released by the U.S. and N.Y.S. Departments of Labor. Information is posted on the web site on an ongoing basis. Staff continues to review the American Community Survey data released for geographic areas with populations of 65,000 or more to determine the feasibility of creating "off the shelf" data sets for posting on the web site. The first release of data for geographic areas of 20,000 or more is scheduled for December 2008.
5. Staff continued to provide technical support to each of the four counties in addressing the issue of affordable and workforce housing in their respective counties.
6. Coordinating efforts continue to be provided to the Metrics Task Force, one of four task forces created in conjunction with the Tech Valley Civic Forum, and whose findings will be reported to the Tech Valley Civic Forum Collaboration Council.
7. In continuing preparation for the 2010 Census, CDRPC has agreed to be the lead agency for updating the Participant Statistical Areas (PSAP). It is anticipated that this work will be undertaken in coordination with CDTC and the planning departments of the four Counties. PSAP materials are scheduled for delivery in early November. Staff is also working with Empire State Development in establishing criteria for Complete Count Committees and the 2010 publicity campaign.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

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.
2. Staff continues to manage the Albany Pool Combined Sewer Overflow Long Term Control Plan Development, which includes the Albany Water Board, the cities of Cohoes, Rensselaer, Troy and Watervliet, and the Village of Green Island, as well as assistance from the Albany and Rensselaer county sewer districts. (See Memo 08-27) for the most recent update of activities.)

TRANSPORTATION

1. The staff continues to participate on CDTC's Planning Committee and the Quality Region Initiative Taskforce.
2. Staff continues to participate on various advisory committees as part of the CDTC Linkage Grant Program. The town of Bethlehem Rt. 9W Corridor Plan, the Clifton Park/Halfmoon Exit 9 Linkage Study, the village of Menands Broadway Corridor Study, the Delaware Ave Linkage Study, the village of Altamont Linkage Study, the city of Albany Bike Master Plan, and the city of Mechanicville Central Corridor Linkage Study are in process.
3. CDRPC and CDTC staff have begun the development of a local planning guidebook, which is being funded under the CDTC UPWP. As part of this process, CDRPC staff has been interviewing local planning board chairpersons about local planning issues and techniques.
4. A number of presentations continue to be made to discuss the findings of the *Estimating the Fiscal Impact of the Alternative Futures for the Capital Region* report. A series of presentations have been arranged with the Capital Region Stakeholders Group, an organization representing young professionals throughout the region.
5. Staff completed the employment projections by TAZ and major sector to 2040 under contract with CDTC.
6. Staff is participating on the advisory committee of CDTA's Harriman Campus Transportation Management Association (TMA) Study.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

Technical Assistance

1. Staff is beginning work on school enrollment projections for the Shenendehowa and Ballston Spa School Districts.
2. Staff participated on the CDTA committee reviewing the Transportation Enhancement Program (TEP) grants.

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate was 87.8% for the month of July 2008, 91.8% for August 2008, and 79.9% for September 2008.
2. CDRPC has assumed responsibility for billing the counties using the facility, and has computed and sent out the bills through August 2008. Total billings for 2008 were \$1,889,291.89 through the end of August.
3. Contractual discussions are underway with Berkshire Farm for the renewal of their operations contract in 2010.

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. Commission staff have established a web portal for the new CEDS document, and will be posting each of the sections of the CEDS for review by Commissioners, the CEDS Advisory Committee, and the general public.
3. The Foreign Trade Zone expansion application is being rewritten in accordance with a new proposed FTZ Board application Framework. Continuing discussions with the FTZ Board have been very encouraging regarding the Commission's use of the new Framework and the Board's willingness to evaluate preliminary drafts of the application.
4. Contact has been made with each of the counties and businesses that had been included in the original FTZ application to determine their interest in the new application. General information and status reports for the FTZ application are being posted to <http://cdrpc.org/ftz>.
5. CDRPC will be hosting an inaugural meeting of Foreign Trade Zone Grantees/Administrators throughout New York State on October 27th.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

6. Commission staff are continuing to update the web site to make it compliant with new XHTML and CSS standards.
7. *Capital District Data* volume 31, #3 (May/Jun 08) was published with the 2006 municipal and school district finances and the 2007 Census Bureau municipal population estimates.
8. *Capital District Data* volume 31, #4 (Jul/Aug 08) was published with the FY Mar 05-Feb 06 taxable sales data by county.

WIND POWER PLANNING

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

C. MEETINGS AND CONTACTS

- 7/7/08 Fabozzi: Meeting with town of Clifton Park planning board chair.
- 7/9/08 Fabozzi: Meeting with town of Malta planning board chair.
- 7/9/08 Fabozzi: Meeting with town of Half Moon planning board chair and planning staff.
- 7/9/08 Ferraro & Shannon: Meeting with CDTC regarding the Census 2010 PSAP program.
- 7/9/08 Shannon: Green infrastructure webinar for CSO and MS4 planning.
- 7/10/08 Shannon: Saratoga County Stormwater Coordinators' Meeting.
- 7/10/08 Engstrom: Saratoga County Water Quality Coordinating Committee
- 7/11/08 Ferraro, Engstrom & Shannon: Conference call with NYSARC regarding proposed NYSERDA contract to develop Community Wind guidance manual.
- 7/14/08 Ferraro: Village of Menands Planning & Economic Development Committee
- 7/15/08 Ferraro & Wardle: Meeting with Frank Commisso & Terry Hurley at the Port of Albany to discuss the preparation of an economic impact estimate for the Port and the status of the FTZ application.
- 7/16/08 Fabozzi: Village of Altamont Linkage Study meeting
- 7/17/08 Shannon: Meeting with Joshua Carvajal from the Town of Bethlehem regarding IDDE compliance for the MS4 program.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 7/18/08 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 7/21/08 Ferraro, Wardle, & Shannon: Meeting with Victoria Ryan of FTZ #52 in Suffolk County to discuss the inaugural meeting of the NYS Association of Foreign-Trade Zones at CDRPC in October.
- 7/21/08 Engstrom & Shannon: Meeting with the South Glens Falls School District Board regarding the school enrollment projections report.
- 7/23/08 Ferraro: Canal Recreationway Commission meeting
- 7/24/08 Fabozzi: CDTC Regional Linage Forum.
- 7/24/08 Engstrom: Albany County MS4 meeting
- 7/24/08 Ferraro: Regional Development Coordinating Council meeting
- 7/29/08 Fabozzi: CDTC TEP grants review.
- 7/29/08 Shannon: Webinar on the Leveraging Liquid Assets documentary discussing the state of water and wastewater infrastructure.
- 7/30/08 Fabozzi: Village of Menands Linkage Study meeting.
- 8/5/08 Fabozzi: CDTA Harriman Campus TMA meeting.
- 8/5/08 Engstrom, Ferraro & Shannon: CSO LTCP Technical Committee meeting with DEC staff to discuss the status of the sampling program.
- 8/11/08 Ferraro: Village of Menands Planning & Economic Development Committee.
- 8/13/08 Engstrom & Shannon: Rensselaer County Stormwater Coordinators' Meeting.
- 8/13/08 Ferraro: U.S. Dept of Veteran Affairs meeting. re: Homeless Assessment
- 8/14/08 Shannon: Saratoga County Stormwater Coordinators' Meeting.
- 8/14/08 Engstrom: Saratoga County Water Quality Coordinating Committee
- 8/20/08 Ferraro: Meeting at NYSAC to discuss Cornell Industrial Sector report.
- 8/20/08 Shannon: City of Mechanicville Central Corridor Linkage Study meeting to review consultant proposals.
- 8/21/08 Shannon: Webinar on the Liquid Assets documentary publicity events.
- 8/21/08 Ferraro: Meeting with Berkshire Farm re: contract renewal.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 8/26/08 Fabozzi: Meeting with a representative of the Hudson Mohawk Land Conservancy.
- 8/27/08 Fabozzi: Meeting with town of East Greenbush planner and planning board chair.
- 8/28/08 Fabozzi: Town of Bethlehem Delaware Ave Linkage Study meeting.
- 8/28/08 Shannon: Albany County Stormwater Coordinators' Meeting.
- 9/2/08 Ferraro: Planning & Zoning Initiative Housing for Older Persons workshop sponsored by NYS DOS.
- 9/2/08 Wardle & Shannon: Meeting with Jack Bonesteel, Linda VanDerHeide, and Jay Sherman of Rensselaer County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/3/08 Shannon: Schenectady County Water Quality Coordinators' Committee meeting.
- 9/4/08 Wardle & Shannon: Meeting with Ray Gillen of Schenectady County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/4/08 Wardle & Shannon: Meeting with Mac Sanders and Raymond McKinney of Washington County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/5/08 Wardle & Shannon: Meeting with Ken Rose and Crystal Ricciuti of Montgomery County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/5/08 Ferraro: 2008 Economic Summit in Saratoga County.
- 9/8/08 Ferraro: Village of Menands Planning & Economic Development Committee.
- 9/8/08 Ferraro & Fabozzi: Meeting with Jim Besha regarding the Watervliet Reservoir.
- 9/9/08 Fabozzi: CDTC TEP grants review.
- 9/9/08 Wardle & Shannon: Meeting with John Wheatley of Warren County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/11/08 Engstrom: Saratoga County Water Quality Coordinating Committee
- 9/10/08 Fabozzi: Village of Altamont Linkage Study meeting

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 9/10/08 Wardle & Shannon: Meeting with Shelby Schneider of Saratoga County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/11/08 Shannon: Saratoga County Stormwater Coordinators' Committee Meeting.
- 9/12/08 Ferraro: Tech Valley Civic Forum Co-conveners Task Force meeting.
- 9/12/08 Ferraro: Capital District Library Council Board meeting.
- 9/12/08 Fabozzi: City of Albany Bike Master Plan Linkage Study meeting.
- 9/15/08 Ferraro: Clifton Park/Halfmoon Exit 9 Advisory Committee meeting.
- 9/15/08 Wardle & Shannon: Meeting with Elizabeth Staubach of Albany County regarding the preparation of a FTZ application under the new Framework which would make the entire County part of the FTZ service area.
- 9/16/08 Fabozzi: NYS GIS Association meeting (Capital District).
- 9/17/08 Ferraro: Schenectady County Wind Energy Forum.
- 9/19/08 Ferraro: Saratoga County Affordable Housing study.
- 9/17/08 Fabozzi: City of Mechanicville Linkage Study meeting.
- 9/18/08 Fabozzi: NYS GIS Coordinating Body meeting.
- 9/19/08 Fabozzi & Wardle: Edward Tufte Design seminar, NYC.
- 9/21/08 Shannon: National Association of Foreign-Trade Zones seminar.
- 9/22/08 Shannon: National Association of Foreign-Trade Zones seminar.
- 9/24/08 Ferraro: Menands/Broadway Linkage study meeting.
- 9/25/08 Engstrom: Meetings with Ballston, Clifton Park, and Malta Town officials regarding school enrollment projections.
- 9/29/08 Ferraro, Wardle, & Reinhart: Meeting with Alan Walther & Rick Bigham of Dorfman-Robbie to discuss final adjusting entries for the CDYCI reconciliation and protection of CDRPC & CDYCI bank accounts and CDs from possible bank failures.
- 9/30/08 Ferraro: Contract renewal discussions with Berkshire Farm.
- 10/1/08 Ferraro: Participation in press conference in Islip re: Foreign Trade Zone program.
- 10/2/08 Ferraro: Regional Development Coordinating Council meeting.