

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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Program Manager/GIS

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Assistant Planner

Deborah A. Shannon

Office Manager

Donna M. Reinhart

Planning Intern

Joanna H. King

COMMISSION MEETING

8:30 am, Wednesday, October 21st, 2009

CDRPC Office

One Park Place

Albany, New York

453-0850

AGENDA

1. Welcome/Introduction of Guests
2. July 15, 2009 Meeting Minutes*
3. Financial Statement through September 30, 2009 (Memo 09-18)*
4. CDRPC 2010 Census Outreach proposal in response to New York State Department of State Request for Applications (RFA) (Memo 09-19)*
5. CDRPC Program Update (Memo 09-20)
6. Regional Waste Management-Possible Future Alternatives (Memo 09-21)
7. Combined Sewer Overflow Long Term Control Plan Update (Memo 09-22)
8. Staff Activity Report
9. Other Business (Nominating Committee)
10. Next Meeting Date/Time: December 16, 2009 @ 8:30 AM

*Requires Formal Board Action

COMMISSION MEETING

July 15, 2009

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

MINUTES

PRESENT: Willard Bruce, John Graziano, Lucille McKnight (conference call), Michael Whalen, Stan Brownell, James Shaughnessy, Michael Stammel, Fred Acunto, Phil Barrett, Jason Kemper, Paul Sausville, Barbara Mauro, David Vincent

ABSENT: Henry Dennis, Judy Breselor, Leon Fiacco, John Murray, Robert Godlewski, Gary Hughes, Michael Petta

PRESIDING: Mike Stammel, Chair, called the meeting to order at 8:30 am.

1. **Welcome/Introduction of Guests**

Linda Braun and Steve Meyers from AMRI were in attendance.

2. **May 20, 2009 Meeting Minutes**

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

Action Taken

John Graziano made a motion to approve the minutes, and Phil Barrett seconded. The motion was approved unanimously.

3. **Financial Statement through June 30, 2009**

The financial statement reflects activities through June 30, 2009. The revenues are at 50.1% and the expenses are at 47.5%. Aside from the money markets, there is approximately \$2500 cash in the checking account and outstanding receivables totaling just over \$176,200.

The second quarter billings were sent out to the appropriate billing agencies this month.

Rocky informed the Board of two issues re: revenue items. The first one involves Saratoga County not making their full contribution during the second quarter to CDRPC due to issues associated with CDYCI. Rocky has been in contact with Saratoga County representatives regarding this issue and it should be resolved soon. Work with NYSERDA on the Wind Energy project will be limited to technical assistance on a request basis therefore funding support for this program is expected to be limited for the remainder of the year.

Action Taken

David Vincent made a motion to approve the Financial Statements as presented and Jim Shaughnessy seconded. The motion was approved unanimously.

4. 2008 Audit Report, Presentation by The Bonadio Group

A copy of the FY-2008 Draft Audit Report prepared by The Bonadio Group was sent out prior to the meeting for review.

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, 2008.

Paul Sausville inquired about bookkeeping errors in regards to the CSO project that Rick Bigham mentioned in his presentation. Rick added that the CSO information was available, however it was not provided in a useable format for the financial statement audit. The information required some adjustments to be in accordance with Generally Accepted Accounting Principles (GAAP). Rick also added that this is not an area for concern since the issue has been corrected and he does not anticipate any problems in future audits.

Rocky mentioned that since Leif Engstrom left, David Lang Wardle has been the primary person for maintaining the financial spreadsheets for the CSO project.

David Vincent inquired if the CSO project is nearing the end. The Long Term Control Plan is to be submitted to the DEC by the end of the year, however, an extension of the project will be sought with an expected completion date sometime during 2010. As noted in the proposed budget, CDRPC will continue receiving financial support to manage the study.

Action Taken

David Vincent made a motion to accept the 2008 Audit Report and Stan Brownell seconded. The motion was unanimously accepted.

5. 2010 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 2009. There has been no increase since 2004. A final budget will be prepared for the December Commission meeting.

The Albany County Executive's Office has contacted CDRPC to set up a meeting to discuss Albany County's budget issues. Rocky anticipates that Albany County will request a decrease in their 2010 contribution to CDRPC. The four county agreement states that any reduction by one county would result in a reduction for all the counties.

Rocky will inform the A & F Committee of the conversation with Albany County regarding the possible reduction of county contributions.

The contractual services reflect work anticipated to be under contract in 2010 primarily focused on school district enrollment projections.

The City of Watervliet notified CDRPC that they received a local government efficiency grant for the Watervliet Reservoir project and CDRPC will receive a management fee of \$8500. CDRPC assisted the City of Watervliet in preparing the grant application.

CDRPC will be entering into a new contract with Empire State Development related to the 2010 Census sometime during 2009. That contract will likely go through March 31, 2010.

CDRPC will continue to facilitate and coordinate the CSO project through 2010. It is anticipated that the Long Term Control Plan will be submitted to NYS DEC during the first part of 2010. It remains uncertain what role CDRPC will play upon approval of the Control Plan after 2010.

Action Taken

David Vincent made a motion to adopt the proposed budget, and Barbara Mauro seconded. The motion was approved unanimously.

6. Foreign Trade Zone approved of FTZ #121A Grantee/Operator Agreement

The existing Grantee/Operator Agreement between CDRPC and AMRI has a 15 year term and will expire on July 20, 2009. A revised Agreement has been prepared which covers a five-year extension and increase of CDRPC's annual fee to \$12,500, in line with the Commission's current Zone Tariff.

Rocky is requesting approval from the Board to sign the new FTZ Agreement with AMRI.

Action Taken

John Graziano made a motion to authorize Rocky to sign the new Agreement with AMRI, and Phil Barrett seconded. The motion was approved unanimously.

7. Combined Sewer Overflow Long Term Control Plan Update

Rocky and Deb Shannon will be meeting with the consultants today to discuss the timeline of the project and the role CDRPC will play in 2010.

Leif Engstrom is no longer the Project Manager of the project since he left CDRPC June 5, 2009. Deb Shannon has taken over the program management responsibilities and David Lang Wardle is responsible for the financial management of the CSO program.

The primary focus during the last two months is the results of the Water Quality Receiving Water Assessment report submitted to the NYS DEC. DEC has provided written feedback to the report. A primary concern is the possible impacts due to the low dissolved oxygen levels at selected locations in the Hudson River for several of the reporting periods. A technical committee meeting was held in June followed by a meeting with DEC to discuss the extent of the CSO communities' responsibility to further investigate the issue to identify whether the Albany Pool CSO discharges cause or contributes to the low dissolved oxygen levels at locations downstream from the Albany Pool.

A meeting is being scheduled for August with DEC to discuss the Combined Sewer System Modeling.

8. Staff Activity Report

Staff is working with Empire State Development in continuing preparation for the 2010 Census in establishing criteria for Complete Count Committees and the 2010 publicity campaign. Staff are also involved in a project to standardize the display of American Community Survey (ACS) data and create guidance materials on the use and interpretation of American Community Survey tables.

CDRPC is submitting a stimulus grant in conjunction with the Hudson Valley Regional Council and Hudson River Watershed Alliance.

There was a Planning & Zoning Workshop on June 4, 2009 at Hudson Valley Community College. There were over 150 attendees.

Staff has completed the Averill Park School District Study as well as the Menands Broadway Study.

Tech Valley Trends – A Basis for Civic Change was prepared and published by CDRPC. A presentation was made at the Tech Valley Futures Forum held on May 29th at Hudson Valley Community College. CDRPC is expected to play a major role in this project in the future.

9. Other Business

Fred Acunto added that he was recently in Kentlands, Maryland and was pleased to see how well their mixed use space of residential, commercial and rental is used in that area. Fred suggested that Todd give the presentation on New Urbanism that he gave a while ago for the new Commission members.

10. Next Meeting Date

The next Commission meeting will be held October 21, 2009 at 8:30 am.

Adjournment

Phil Barrett made a motion to adjourn the meeting and Stan Brownell seconded. The motion was approved unanimously.

Respectfully submitted,

Barbara Mauro

Barbara Mauro,
Secretary



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MEMORANDUM (#09-18)

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To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 13, 2009
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through September 2009. Through the first nine months of the fiscal year, revenues are at 78.1% of the budgeted amount and expenses are at 66.3%. For some of the expense items, such as Rent and Health Insurance, the financial statement represents ten months of expenditures.

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

The amount spent on the Miscellaneous line item is over the budgeted amount. Commission action is requested to transfer \$1500 from the "Contingent Fund" account to the "Miscellaneous" account. The primary reason for the increased expenses within the Miscellaneous account is due to the fact that the Commission has been hosting a large number of meetings and we usually provide beverages and donuts/fruit. For the 2010 budget, I will be creating a separate line item for Meeting expenses.

As noted on the Statement of Financial Condition, on September 30th we had approximately \$75,150 cash in the bank and outstanding receivables totaling \$138,455. We also have five Certificates of Deposit as noted on the table below:

CD #	Value	Expires
411796	\$ 21,282.67	July 30, 2010
605899	\$ 30,000.00	November 12, 2009
000216	\$ 32,158.58	December 10, 2009
409598	\$ 30,601.86	January 13, 2010
000224	\$ 21,059.38	April 17, 2010
Total: \$135,102.49		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

September 30, 2009

Assets

Cash — Checking	\$	19,811.90
Cash — Money Market		55,336.45
Cash — PayPal Account		
Cash — Certificates of Deposit		135,102.49
Petty Cash		235.00
Due from Private Persons/Organizations		50,605.74
Due from State & Federal Governments		72,787.02
Due from Other Governments		15,062.63
Prepaid Expenses		318.80
Carryover Revenue		-
<i>Sub-Total: Assets</i>	\$	<u>349,260.03</u>
Expenses — Year-to-Date		<u>464,755.05</u>

Total \$ 814,015.08

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		-
Deferred Project Revenue		(29,669.29)
Fund Balance — Restricted		-
Fund Balance — Unrestricted		296,145.16
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>266,475.87</u>
Revenue — Year-to-Date	\$	<u>547,539.21</u>

Total \$ 814,015.08

Net Income (Loss) \$ 82,784.16

CDRPC 2009 Income Statement

Account	Budget	Jun 09	Jul 09	Aug 09	Sep 09	Year-to-Date	Balance	YTD %
2009 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	6.80	46.44	24.95	24.91	417.79	1,082.21	27.9%
R2770.1 Miscellaneous	100.00	-	-	-	-	-	100.00	0.0%
R2770.3 Contractual Services	30,000.00	8,820.45	4,000.00	-	178.03	16,568.93	13,431.07	55.2%
R2770.4 FTZ#121	20,000.00	-	6,000.00	-	-	23,000.00	(3,000.00)	115.0%
R2770.5 Conferences	6,000.00	3,910.00	330.00	-	-	4,810.00	1,190.00	80.2%
R2770.6 CDYCI	75,000.00	18,750.00	-	-	18,750.00	56,250.00	18,750.00	75.0%
R3900.3 Empire State Dev.	15,000.00	-	-	-	-	7,446.42	7,553.58	49.6%
R3900.4 Other NYS Aid (NYSERDA)	17,000.00	-	-	-	-	685.62	16,314.38	4.0%
R3900.6 EFC CSO Grant	98,000.00	31,026.99	-	-	16,319.54	65,503.13	32,496.87	66.8%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	-	-	-
R4000.2 EDA	60,000.00	-	-	-	29,669.29	59,669.29	330.71	99.4%
R4000.3 Water Quality	50,000.00	16,404.41	-	-	7,988.47	40,825.87	9,174.13	81.7%
R4000.4 UWP	100,000.00	22,977.84	-	-	23,860.73	69,015.41	30,984.59	69.0%
R4000.5 Other Federal Aid (HUD)	-	-	-	-	-	-	-	-
R4000.6 EPA CSO Grant	-	-	-	-	-	-	-	-
Gross Revenue	\$ 700,894.00	\$ 101,896.49	\$ 99,576.19	\$ 24.95	\$ 96,790.97	\$ 547,539.21	\$ 153,354.79	78.1%
2009 EXPENSE								
E.1010 Salaries	\$ 385,000.00	\$ 31,534.74	\$ 27,243.24	\$ 27,243.24	\$ 27,243.24	\$ 275,226.46	\$ 109,773.54	71.5%
E.1030 Temporary Services	16,000.00	1,452.00	1,530.00	1,476.00	1,794.00	10,590.00	5,410.00	66.2%
E.2010 Office Equipment	6,000.00	298.60	169.00	169.00	169.00	2,463.54	3,536.46	41.1%
E.2020 Furniture & Furnishings	1,500.00	-	324.24	-	-	324.24	1,175.76	21.6%
E.4020 Workshops & Conferences	6,000.00	5,167.00	-	-	-	5,167.00	833.00	86.1%
E.4030 Consultant Services	11,000.00	4,712.75	-	-	-	9,014.63	1,985.37	82.0%
E.4040 Agency Memberships	6,000.00	-	-	-	-	4,135.00	1,865.00	68.9%
E.4051 Computer Supplies/Software	5,500.00	(20.00)	447.56	54.99	156.72	4,466.23	1,033.77	81.2%
E.4055 Data Purchases	500.00	-	-	-	5.90	5.90	494.10	1.2%
E.4060 Equipment Maintenance	2,000.00	-	-	226.70	-	1,028.30	971.70	51.4%
E.4070 Office Supplies	3,500.00	532.89	230.33	44.50	431.73	2,000.02	1,499.98	57.1%
E.4080 Books & Journals	1,000.00	-	-	-	-	216.92	783.08	21.7%
E.4090 Printing & Publishing	7,500.00	655.72	123.40	-	34.13	3,166.53	4,333.47	42.2%
E.4110 Rent	67,000.00	7,044.08	4,736.75	5,019.75	4,736.75	50,652.45	16,347.55	75.6%
E.4120 Telephone	3,500.00	268.18	251.99	258.85	248.39	2,143.18	1,356.82	61.2%
E.4121 Internet	3,200.00	166.90	337.39	154.90	154.90	1,775.60	1,424.40	55.5%
E.4130 Travel	11,000.00	655.55	-	1,223.25	1,891.36	6,531.33	4,468.67	59.4%
E.4140 Equipment Repairs	500.00	-	-	-	-	-	500.00	0.0%
E.4150 Postage	3,300.00	160.00	619.85	28.96	75.64	2,488.52	811.48	75.4%
E.4160 Miscellaneous	1,094.00	324.99	153.62	213.06	48.76	1,756.17	(662.17)	160.5%
E.4170 Payroll Services	1,700.00	131.06	131.06	135.31	132.46	1,276.83	423.17	75.1%
E.4190 Contingent Fund	3,000.00	-	-	-	-	-	3,000.00	0.0%
E.4200 Insurance-General	1,600.00	-	-	-	-	1,234.84	365.16	77.2%
E.8010 NYS Retirement	36,000.00	-	-	-	-	-	36,000.00	0.0%
E.8030 FICA	31,000.00	2,576.08	2,227.45	2,223.31	2,247.64	22,206.75	8,793.25	71.6%
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	-	-	-	-	1,809.98	1,190.02	60.3%
E.8050 Ins.-Health	80,000.00	5,339.83	5,043.60	5,043.60	5,043.60	53,106.33	26,893.67	66.4%
E.8060 Ins.-Unemployment	1,500.00	30.50	30.63	17.06	-	1,168.30	331.70	77.9%
E.8070 Prof. Memberships	1,000.00	-	-	-	-	450.00	550.00	45.0%
E.8080 Continuing Education	1,000.00	-	350.00	-	-	350.00	650.00	35.0%
Gross Expenses	\$ 700,894.00	\$ 61,030.87	\$ 43,950.11	\$ 43,532.48	\$ 44,414.22	\$ 464,755.05	\$ 236,138.95	66.3%
Net Operating Income	\$ -	\$ 40,865.62	\$ 55,626.08	\$ (43,507.53)	\$ 52,376.75	\$ 82,784.16		
A909 Fund Balance-Unreserved	-	-	-	-	-	-		
Net Income	\$ -	\$ 40,865.62	\$ 55,626.08	\$ (43,507.53)	\$ 52,376.75	\$ 82,784.16		



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MEMORANDUM (#09-19)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 13, 2009
Re: 2010 Census Outreach Proposal

CDRPC, in partnership with several of the other regional councils across New York, has responded to the Request for Applications (RFA) by the New York State Department of State and submitted a proposal to undertake 2010 Census Outreach activities. CDRPC's activities will be focused in Albany, Rensselaer, Saratoga, and Schenectady counties.

CDRPC proposed activities include the following:

- Work closely with each of the 79 communities in the four counties and continue to serve as the liaison between county and local level Complete Count Committees, municipal level data contacts, the US Census Bureau, the Census Bureau's local field offices, Empire State Development and the Department of State.
- Contact the 17 Colleges and Universities in the Capital Region to educate students, faculty, and staff on the importance of completing questionnaires; provide guest speakers for classes; coordinate campus events with the local Census Office field staff; identify off campus fraternity and sorority housing for Census Group Quarters enumeration; and identify potential locations for Be Counted sites.
- Contact the neighborhood associations, professional and social organizations, senior services providers, and other organizations dealing with at risk groups and offer assistance to facilitate the development of outreach plans to spread awareness of the Census including the identification of potential questionnaire assistance centers.
- Create a Speakers Bureau to speak at meetings of the various associations, organizations, special interest and advocacy groups within the Region to discuss the significance of a complete Census count.

- Hold a series of workshops for county and local governments to better understand how to access and use Census Data including the American Community Survey and to highlight the importance of ensuring an accurate and complete count of their constituents.
- Continue to educate the media on the significance of the Decennial Census and maintain contact with local reporters prior to and during the canvassing period.

The grant amount requested by CDRPC is \$46,696. If CDRPC is awarded a contract, work on the tasks would begin in mid November and continue through May, 2010. Commission action is requested to support the application that was submitted in response to the RFA by the required deadline of October 16, 2009.



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MEMORANDUM (#09-20)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 13, 2009
Re: CDRPC Program Update

The following is a program update of CDRPC activities:

Foreign Trade Zone: Feedback has been received from the staff at the Foreign Trade Zone (FTZ) Board to the draft major modification application CDRPC submitted under the New FTZ Framework Guidelines. Changes are being made to reflect the staff suggestions and the formal application will be submitted within the next week. It is one of the first applications in the country submitted under the new guidelines. Submitting the draft application allowed for FTZ staff input/feedback prior to advertising in the Federal Register. The proposed Magnet Site locations are: Port of Albany, Northeast Industrial Park, Rotterdam Industrial Park, Saratoga Technology + Energy Park, Luther Forest, and Florida Business Park Extension. If approved under the new guidelines, applications for User Driven sites would be approved by the FTZ Board within 30 days assuming Custom issues are properly addressed.

CSO Project: The Citizens Advisory Committee met on 10/7/09 and a Public Meeting is scheduled for November 10th at Hudson Valley Community College. NYS DEC has approved the System Monitoring & Modeling Plan including the river modeling approach to ascertain the impacts of biochemical oxygen demand (BOD) from CSO discharges. The Hudson River and tributary sampling has been completed. A request has been made to DEC to extend the deadline for submittal of the Long Term Control Plan Project to September, 2010. Written approval from DEC is pending.

Watershed Planning: A Mohawk River Basin Program Action Agenda has been prepared by DEC staff with input on sustainable goals by CDRPC. CDRPC will partner with other stakeholders to assist in undertaking several of the tasks outlined in the Action Agenda. CDRPC activities will be incorporated as part of

our work tasks under the water quality management program (604B) during 2010 and 2011.

A grant proposal has been submitted to DEC in partnership with the Hudson Valley Regional Council and the Hudson River Watershed Alliance to undertake activities involving stream restoration, buffering, and flood plain protection within the Onesquethaw-Coeymans Watershed.

2010 Census: As outlined in Memo 09-19, CDRPC has responded to the Request for Applications (RFA) from the NYS DOS to provide outreach services associated with the 2010 Census. We have submitted a joint application with several of the other regional councils: Southern Tier East, Southern Tier Central, Southern Tier West, Genesee/Finger Lakes and Hudson Valley.

EDA: The second of a two year grant extension was submitted and approved by the EDA. There is an increase in funding from \$60,000 to \$70,000 for the year ending June 30, 2010. It will allow for a continuation of existing services including data research and analysis, maintenance of the CDRPC Web site and the preparation of economic impact analyses.

Watervliet Reservoir: A NYS DOS shared municipal services grant was awarded to Watervliet to investigate the feasibility of joint ownership/operation of the reservoir involving Watervliet and Guelderland. The focus of the study is to evaluate the legal and bonding requirements to accommodate the joint ownership and operation of the reservoir and water treatment operations. CDRPC will serve as Project Manager and sub contract with McNamee, Lochner, Titus, & Williams (Michael Hall) and Hodgson Russ (Joe Scott) for legal and bond counsel.

School Enrollment Projections: Projections are being prepared for the Shenendehowa and Ballston Spa School Districts.

Smart Growth Initiatives (partnership w/ CDTC): A Sustainable guidebook draft has been completed; Local Communities efforts focusing on Linkage studies; also a focus on outreach/education efforts involving others including CEG, Stakeholders Inc, and the Smart Growth Council).

Housing Initiatives: Collaborative Partnership with CARES re: County housing studies continues.

State Partnership Activities: CDRPC serves on a number of statewide Boards including the Regional Greenhouse Gas Initiative (RGGI) Advisory Board (NYSERDA); Local Government Training Network (NYS DOS); Housing, Planning & Zoning Initiative (NYS Depts. of Aging and State); and Affiliate Data Center (NYS Empire State Development).

CDYCI: Currently operating as a 16 bed facility; expenses reduced (layoff of 4.5 persons) to operate a 16 bed facility; per diem rate adjustment approved. An energy audit of the physical plant was recently completed.



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
Phillip Barrett

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MEMORANDUM (#09-21)

To: Commissioners

From: Rocky Ferraro, Executive Director

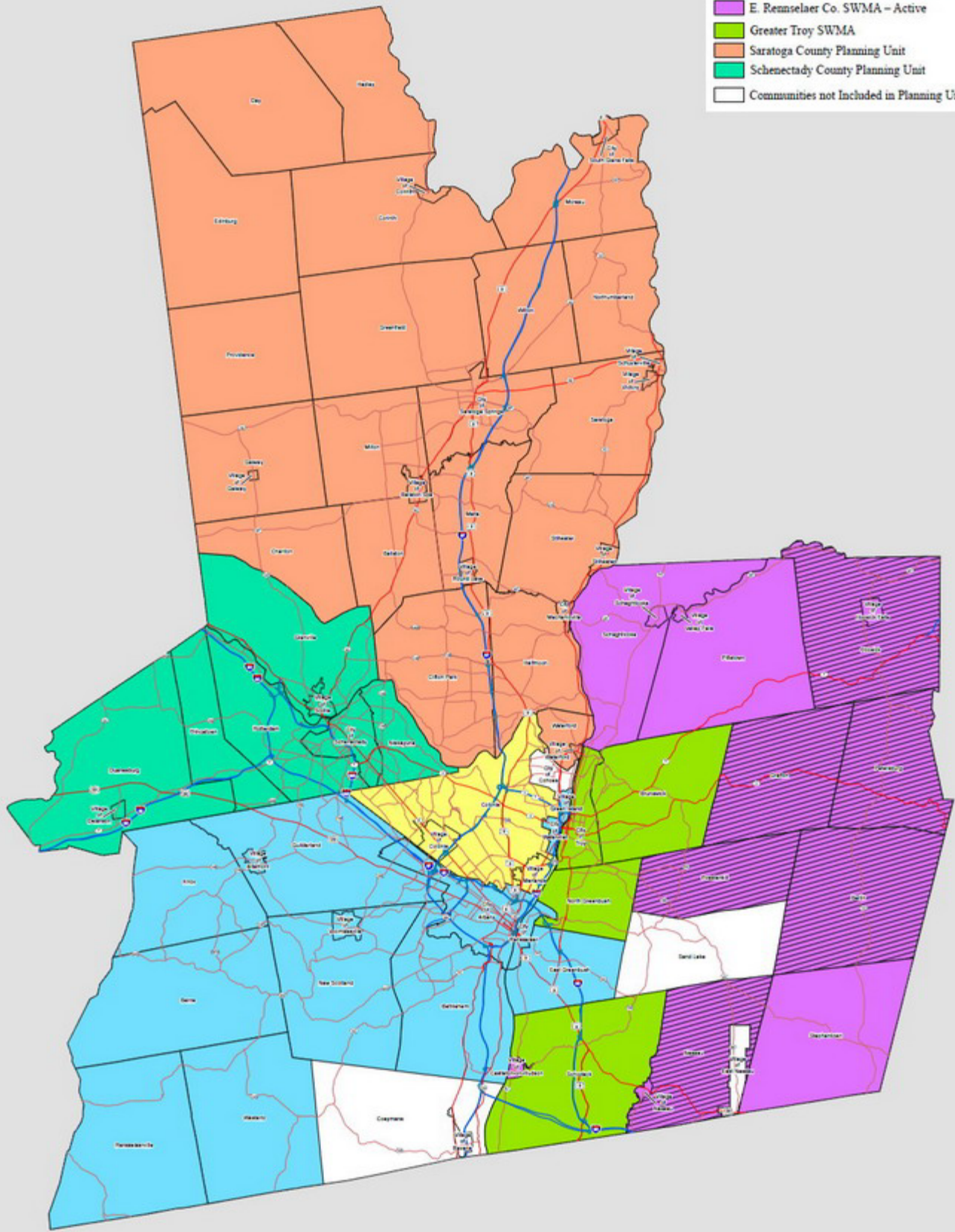
Date: October 13, 2009

Re: Regional Waste Management

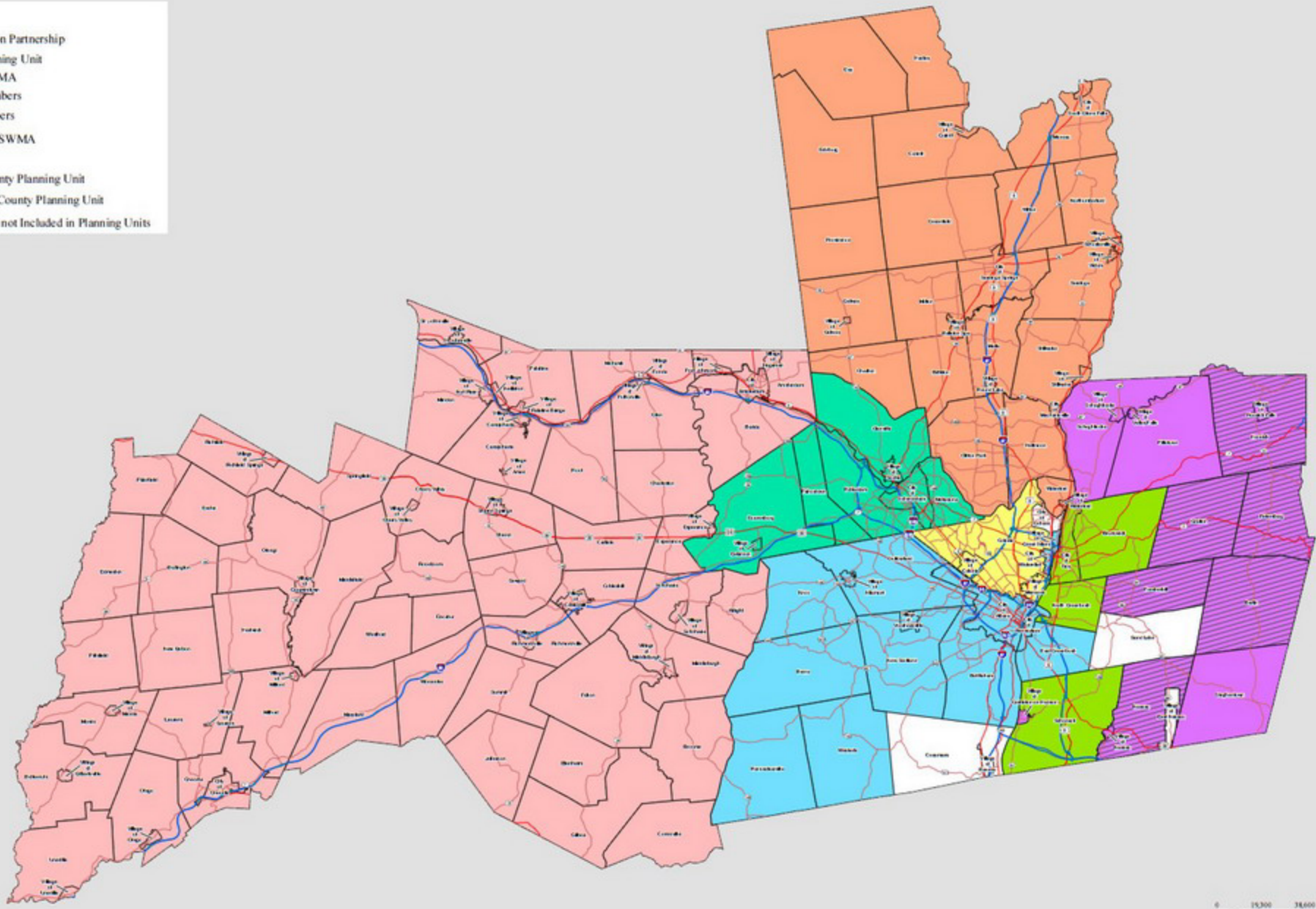
Commission member Bill Bruce will provide the Board a brief update of activities, including possible future alternatives, to address solid waste management. Bill will provide insight about the preliminary discussions currently underway to undertake a regional strategy including a proposal by Albany County to submit a grant proposal to the Department of State to evaluate the feasibility of a multi-jurisdictional approach to solid waste management. Attached are two maps, one showing the Solid Waste Planning Units within the four counties and the other, an expanded map, that includes the Montgomery, Otsego, and Schoharie Counties Authority (MOSA) coverage area.

Legend

- Capital Region Partnership
- Colonie Planning Unit
- E. Rensselaer Co. SWMA - Inactive
- E. Rensselaer Co. SWMA - Active
- Greater Troy SWMA
- Saratoga County Planning Unit
- Schenectady County Planning Unit
- Communities not Included in Planning Units



- Legend**
- Capital Region Partnership
 - Colonie Planning Unit
 - East Rensselaer SWMA
 - Inactive Members
 - Active Members
 - Greater Troy SWMA
 - MOSA
 - Saratoga County Planning Unit
 - Schenectady County Planning Unit
 - Communities not Included in Planning Units



Capital District Solid Waste Planning Units with MOSA





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MEMORANDUM (#09-22)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 13, 2009

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. The additional Hudson River and tributary sampling and the Dissolved Oxygen (DO) river modeling work plan proposal have been the primary focus of the work activity during the past two months. The additional sampling and DO modeling activities resulted in a request to extend the project until September 1, 2010. While DEC has provided verbal agreement to the extension, we are awaiting final written approval.

The consultant team presented the Combined Sewer System (CSS) Model Baseline Conditions to DEC on August 26 and to the Citizens Advisory Committee on October 7. A Public Meeting has been scheduled for November 10, 2009 at the Bulmer Communications Center, HVCC. At the public meeting, the consultants will present the Receiving Water Quality Assessment, the CSS modeling results, and the revised project schedule.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT July 6, 2009 to October 11, 2009

A. ADMINISTRATION

1. The 2009 Q3 billings have been prepared for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, and the CSO administrative contract.
2. A new Indirect Cost Allocation was prepared based on the 2008 audited financial statements for use in establishing Fringe and Overhead rates for Commission staff.
3. An application was submitted to EDA for the 2009-10 Planning Grant and CDRPC has received an award for \$70,189.

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, so the web statistics for the new host are not comparable with previous data. However, the web site has received over 580,000 page hits during the first three quarters of 2009.
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.
5. Staff support continues to provide statistical support for the preparation of an Affordability Housing study for Saratoga County under the direction of CARES.
6. In preparation for the 2010 Census, staff has submitted a grant application to the Department of State to continue efforts to establish Complete Count Committees and assist in the 2010 outreach campaign (**See Memo 09-19**).
7. CDRPC is taking a leading role in facilitating the discussions and participating in a statewide effort among the Affiliate Data centers to standardize the display of American Community Survey (ACS) data and create guidance materials on the use and interpretation of American Community Survey tables.

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. Reviews have been completed.
2. Staff has drafted sustainable development goals for NYS DEC's Mohawk River Basin Action Agenda, which have been incorporated into the document. Staff will be serving on an advisory committee of a Mohawk River Watershed Plan being carried out by a consortium of soil and water conservation districts (pending grant approval).
3. NYSDEC has issued a Request for Applications for 604b's share of the ARRA Clean Water Funding. CDRPC is one of 15 statewide organizations qualified to submit applications for this water quality planning funding. Staff has prepared a response to the RFA in conjunction with the Hudson Valley Regional Council and the Hudson River Watershed Alliance. If funded, the activities will involve stream restoration, buffering, and flood plain protection within the Onesquethaw-Coeymans Watershed.
4. 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. The Joint Venture Team has requested a project extension to September 1, 2010 due to additional sampling and modeling activities. A Citizens' Advisory Committee meeting was held on October 7, 2009 and a Public meeting is scheduled for November 10, 2009. (See Memo 09-22)

TRANSPORTATION AND LAND USE

1. The staff continues to participate on CDTC's Planning Committee, Bike/Ped Taskforce, and the Regional Linkage Forum.
2. Staff continues to participate on various advisory committees as part of the CDTC Linkage Grant Program.
3. CDRPC staff has completed their portion of the work developing a local sustainable development planning guidebook, which is being funded under the CDTC UPWP. The guidebook will highlight exemplary smart growth planning projects throughout the region. The document is being finalized by CDTC staff.
4. Staff is participating on an advisory committee guiding the CDTA Western Avenue BRT study.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

Technical Assistance

1. The school enrollment projections for the Averill Park School District have been completed and submitted to the School District. School enrollment projections for the Ballston Spa School District and the Shenendehowa School District are under development. CDRPC has been contacted by Schodack School District to prepare enrollment projections in early 2010.
2. A socio-economic profile applying data derived from the 2005-07 American Community Survey, along with a trend analysis of the Capital Region, was prepared for the Urban League.

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate (based on the 24 bed facility) was 60.3% for the month of July 2009, 59.4% for the month of August, and 49.6% for the month of September 2009.
2. Billings to the counties using the facility were computed and sent out through September 2009. Total billings for the first three quarters of 2009 are \$1,726,687.42.
3. An energy conservation study to identify energy saving measures for the juvenile detention facility was completed. The study was prepared by Malcolm Pirnie under the direction of NYSERDA.

ECONOMIC DEVELOPMENT

1. Data files continue to be updated and spreadsheets prepared on a monthly basis for public distribution, including Employment/Unemployment and CPI/PPI data. In addition, CDRPC continually maintains and enhances its Web site on an ongoing basis to include new and updated materials as they become available.
2. The Draft Foreign-Trade Zone expansion application was completed in accordance with a new proposed FTZ Board application Framework and submitted to the Foreign-Trade Zones Board for their review.
3. A new Grantee/Operator contract with Subzone #121A operator, AMRI, has been executed.

WIND POWER PLANNING

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

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

C. MEETINGS:

- 7/7/09 Fabozzi: CDTA Rt. 5 BRT meeting.
- 7/7/09 Ferraro: Saratoga Affordable Housing Group Board meeting.
- 7/7/09 Ferraro: CDTC Regional Operations Committee meeting.
- 7/9/09 Shannon: Saratoga County MS4 Coordinators' Committee meeting.
- 7/9/09 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 7/9/09 Ferraro: Meeting with NYS DOS re: Local Government Training Programs
- 7/14/09 Shannon: Meeting with Mayor McDonald regarding DOS SMSI grant.
- 7/15/09 Ferraro & Shannon: Meeting with CHA regarding CSO project management.
- 7/16/09 Shannon: Albany County Stormwater Coalition meeting to discuss the draft MS4 permit.
- 7/20/09 Ferraro: Smart Climate Communities Workshop at Schenectady County Library.
- 7/23/09 Fabozzi: Albany County MS4 committee meeting.
- 7/24/09 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 7/28/09 Ferraro: NYS DOL meeting re: Workforce and labor market data bases.
- 8/5/09 Shannon: Rensselaer County MS4 meeting.
- 8/6/09 Shannon: Meeting with SUNY Albany to discuss the 2010 Census.
- 8/11/09 Fabozzi: Albany/Schenectady Co. LIDAR presentation at U-Albany.
- 8/12/09 Ferraro: Meeting with Watervliet Mayor to discuss CSO project.
- 8/12/09 Ferraro: Meeting with Green Island Mayor to discuss CSO project.
- 8/13/09 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 8/13/09 Ferraro: Meeting with Albany Water Board reps to discuss CSO project.
- 8/13/09 Ferraro: Meeting with Cohoes Mayor to discuss CSO project.
- 8/14/09 Shannon: Meeting with Mayor McDonald regarding DOS SMSI grant.
- 8/17/09 King & Shannon: Meeting with Town of Colonie regarding 2010 Census preparations.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 8/19/09 Ferraro: Meeting with CEG to discuss future activities of mutual interest.
- 8/25/09 Fabozzi: CDTC Regional Linkage Forum meeting.
- 8/25/09 Ferraro: Meeting with Troy Deputy Mayor to discuss CSO project.
- 8/26/09 Ferraro & Shannon: CSO LTCP meeting with DEC regarding CSS modeling results.
- 8/27/09 Shannon: Albany County Stormwater Coalition meeting.
- 8/28/09 Ferraro: Meeting with Urban League to discuss regional population characteristics and trends.
- 9/1/09 Ferraro, King & Shannon: Conference call regarding ACS data display.
- 9/2/09 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 9/8/09 Fabozzi: CDTC Bike/Ped taskforce meeting.
- 9/8/09 Ferraro: Albany County Plan to End Homelessness Executive Committee Meeting.
- 9/9/09 Ferraro: CSO Technical Committee meeting.
- 9/10/09 Fabozzi: NYS GIS Coordinating Body meeting.
- 9/11/09 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 9/11/09 Ferraro: Capital District Library Council Trustee meeting.
- 9/15/09 Ferraro, Fabozzi, King & Shannon: meeting with CDTC to discuss ACS Rural Statistical Area boundaries.
- 9/17/09 Ferraro & Shannon: EmNet CSO technology presentation.
- 9/18/09 Ferraro & Fabozzi: Meeting with NYS DEC re: Mohawk River Watershed.
- 9/21-25/09 Shannon: National Association of Foreign-Trade Zones Conference.
- 9/23/09 Ferraro: NYSARC Executive Director's meeting.
- 9/23/09 Ferraro: Presentation to Ballston Spa School District Planning Committee re: School Enrollment Trends.
- 9/24/09 Fabozzi: CEG Presentation by Richard Florida.
- 9/24/09 Fabozzi: Albany Bike Master Plan meeting.
- 9/24/09 Ferraro: Meeting with DEC re: CSO Project.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 9/24/09 Ferraro: Regional Coordinating Council meeting.
- 9/25/09 Ferraro & King: Meeting with Urban League re: community needs assessment
- 9/28/09 King: Meeting with Town of Ballston re: Shenendehowa and Ballston Spa school enrollment projections.
- 9/29/09 King: Meeting with Town of Milton re: Ballston Spa school enrollment projections.
- 9/29/09 King: Meeting with Village of Ballston Spa re: Ballston Spa school enrollment projections.
- 9/29/09 Shannon: NYSARC Water Quality meeting.
- 9/29-30/09 Fabozzi: Hudson River Watershed Conference.
- 9/30/09 Shannon: EPA Illicit Discharge Detection and Elimination webinar.
- 10/1/09 Ferraro: New York state Housing, Planning, and Zoning Advisory Group meeting.
- 10/1/09 King & Shannon: Upstate Chapter APA Conference.
- 10/6/09 Ferraro: Saratoga Affordable Housing Group Board meeting.
- 10/6/09 Ferraro: Canal Recreationway Commission Board meeting.
- 10/7/09 Ferraro: CDTC Planning Committee meeting.
- 10/7/09 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 10/7/09 Ferraro & Shannon: CSO LTCP Citizens' Advisory Committee meeting.
- 10/8/09 Fabozzi: CDTA Western Ave. BRT Advisory Committee meeting.
- 10/8/09 Shannon: Saratoga County MS4 Coordinators' Committee meeting.
- 10/8/09 Shannon: Saratoga County Water Quality Coordinators' Committee meeting.
- 10/8/09 Ferraro: Rensselaer County Plan to End Homelessness Executive Committee Meeting.
- 10/9/09 Ferraro: Capital District Library Council Trustee meeting.+