



CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

FTZ #121

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850 FAX: 518/453-0856

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

E-MAIL: cdrpc@cdrpc.org

2011 Officers

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Program Manager/GIS
Todd M. Fabozzi

Senior Planner
Deborah A. Shannon

Assistant Planner
Joanna H. King

Office Manager
Donna M. Reinhart

COMMISSION MEETING

8:30 am, Wednesday, May 25, 2011

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

AGENDA

1. Welcome/Introduction of Guests
2. March 16th 2011 Meeting Minutes*
3. Financial Statement through April 30th 2011 (Memo 11-9)*
4. 2010 Audit Report, Presentation by the Bonadio Group (Memo 11-10)*
5. Water Quality Program Funding Approval (Memo 11-11)*
6. 2010 Decennial Census Presentation (Memo 11-12)
7. LTCP - CSO Update (Memo 11-13)
8. Local Government Planning & Zoning Workshop (Memo 11-14)
9. Staff Activity Report
7. Other Business
8. Next Commission Meeting Date: July 20th, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

March 16, 2011

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

MINUTES

PRESENT: John Brown, Bill Bruce, Lucille McKnight, Judy Breselor, Stan Brownell, James Shaughnessy, Fed Acunto, Philip Barrett, John Murray, Paul Sausville, Barbara Mauro, David Vincent

ABSENT: John Graziano, Michael Whalen, Leon Fiacco, Michael Stammel, Jason Kemper, Robert Godlewski, Gary Hughes, Michael Petta

PRESIDING: Barbara Mauro, Chair, called the meeting to order at 8:30 am.

1. **Welcome/Introduction of Guests**
2. **December 15, 2011 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 Lucille McKnight seconded. The minutes were approved unanimously.

3. **Unaudited Financial Statement through December 31, 2011**

The financial statement represents the Commission's final unaudited financial statement for 2010. For the year, the revenues were at 96.2% of the approved budget while expenses were at 92.8%. The revenues exceeded expenditures by \$11,082.95 increasing the fund balance from \$304,421.08 to \$315,504.03.

The financial statements will be provided to the auditor in April and a presentation will be given at either the May or July meeting to review and approve the audited financial statements.

Action Taken

John Murray made a motion to approve the unaudited Financial Statements as presented and Philip Barrett seconded. The motion was approved unanimously.

4. **Financial Statement through February 28, 2011**

Invoices were sent out to each of the four counties. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly.

For the year, the revenues are at 16.5% and expenses are at 14.7%. There is approximately \$175,100 cash in the bank and receivables totaling \$38,000. There are also four Certificates of Deposit totaling \$119,331.18.

In some cases, the percent to date expenses are greater than what may be normally expected because we renewed our membership with Foreign Trade Zone Board and Planning Federation. The annual GIS software license to ESRI was renewed and the General Business and Worker's Comp insurance bill for 2011 was paid in full. Also the Rent expense reflects three months worth of payments.

Action Taken

John Murray made a motion to approve the Financial Statement as presented and Judy Breselor seconded. The motion was approved unanimously.

5. NYSERDA Climate Smart Community RFP

The New York State Energy Research & Development Authority (NYSERDA) released their Request For Proposals in February seeking qualified organizations to provide regional Climate Smart Community Coordinator services under the New York State Climate Smart Communities Program in New York State. The total amount available Statewide for the first year is \$1.7 million subdivided among 4 general tasks:

- Task 1: Regional Coordinator Services (4 Regions)
- Task 2: Statewide Climate Smart Community Support
- Task 3: Support for Local Land Use and Transportation Planning (Statewide)
- Task 4: Land Use, Zoning, Transportation and Building Code Guidance (Statewide).

NYSERDA has defined this as a three year program however, at this point they can only commit funds to the first year. NYSERDA anticipates receiving additional funding for a total amount of \$5,525,000 for the proposed services during a three year period.

NYSERDA anticipates awarding at least one and up to seven contracts pursuant to the RFP. At this time, CDRPC will be responding to the RFP to provide Regional Coordinator Services under Task 1 for the Capital Region. The proposed team will be CDRPC as lead, VHB (Kim Lundgren Senior Project manager, Climate & Energy) and Climate Action Associates (Jim Yienger, Principal).

Fred Acunto inquired about the impact taking on this project will have on staffing. Todd Fabozzi is taking the lead in preparing the RFP. At this time it is unclear what additional staff resources may be needed since the specific work tasks and the responsibility for each task by each of the team members are still being defined. If the program is funded for years two and three an additional staff person may be needed. However, if the program is only for a one year term, the preference may be to hire an intern or an employee under a one year contract.

John Brown asked about the budget. The team is in the process of preparing the project narrative. A budget reflecting specific amounts that will be assigned to each team member is still to be determined based on the task responsibilities. The budget is expected to be ready by next week.

Todd Fabozzi added the two main activities under Task 1 during the first year include the development of a Regional Greenhouse Gas Inventory including estimates of greenhouse gas emissions from the following sources: Direct Fuel Use & Electricity, Transportation, Industrial Processes, Agriculture, Waste, and Land Use. The second activity is Develop a Regional Climate Smart Communities (CSC) Plan/Strategy.

Bill Bruce added that the City of Albany received their own grant and have already started this program which is mostly energy auditing. The basis of the program is doing an energy audit of all facilities, buildings, fuel, HVAC, etc. and establishing a baseline to determine the total savings moving forward. The City of Albany's next step is community outreach, to get the community involved in undertaking their own energy improvements in their homes and businesses.

Action Taken

John Brown made a motion to authorize Rocky to apply for the Climate Smart Community RFP and John Murray seconded. The motion was approved with one abstention by Stan Brownell.

6. The Year Ahead

Rocky made a PowerPoint presentation outlining the Commission's proposed activities during 2011.

A copy of the presentation is provided.

7. LTCP – CSO Update

A public meeting was held on January 13, 2011 at HVCC. There were approximately 75 persons in attendance representing various interest and stakeholder groups. Presentations included a project recap along with a discussion on the 2009 Tributary Water Quality Sampling and the Receiving Water Quality Model Reports. The studies' findings were well received by the public and the next and final stage of the study is development and evaluation of alternative CSO control measures.

A meeting was held on March 3, 2011 with the Technical Advisory Committee. At the meeting, a preliminary list of proposed projects were prepared and discussed in order to achieve the Water Quality standards per the EPA requirements.

The study is on schedule to be completed by June 30, 2011 with the submittal of the final CSO LTCP to NYS DEC.

8. Staff Activity Report

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

9. Other Business

There was no other business at this time.

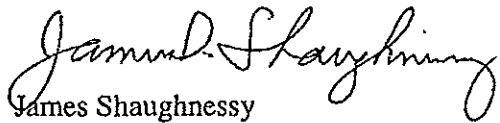
10. Next Meeting Date

The next CDRPC Commission meeting has been changed from May 18th to May 25, 2011 at 8:30 am.

Adjournment

Lucille McKnight made a motion to adjourn the meeting and Paul Sausville seconded. The motion was accepted unanimously.

Respectfully submitted,


James Shaughnessy
Secretary



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MEMORANDUM (#11-9)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: May 16, 2011
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through April 2011. Invoices were sent to each of the four counties. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly.

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

As noted on the Statement of Financial Condition, on April 30th we had \$161,455 cash in the bank and outstanding receivables totaling \$68,465. We also have four Certificates of Deposit.

CD #	Value	Expires
153153	\$ 31,503.20	January 13, 2012
000224	\$ 21,204.81	April 17, 2012
605434	\$ 31,608.07	August 9, 2011
155919	\$ 35,015.10	November 16, 2011
Total: \$119,331.18		

CDRPC 2011 Income Statement

Account	2011 Budget	Feb 11	Mar 11	Apr 11	Year-to-Date	Balance	YTD %
2011 REVENUE							
R2390.1 Albany County	\$ 76,197.00	\$ -	\$ -	\$ -	\$ 38,098.50	\$ 38,098.50	50.0%
R2390.2 Rensselaer County	39,458.00	-	-	-	19,729.00	19,729.00	50.0%
R2390.3 Saratoga County	51,900.00	-	-	12,975.00	25,950.00	25,950.00	50.0%
R2390.4 Schenectady County	37,911.00	-	-	9,477.75	18,955.50	18,955.50	50.0%
R2401.0 Interest & Earnings	2,000.00	23.51	22.75	18.01	75.81	1,924.19	3.8%
R2770.1 Miscellaneous	100.00	24.00	-	-	24.00	76.00	24.0%
R2770.3 Contractual Services	25,000.00	-	-	-	3,000.00	22,000.00	12.0%
R2770.4 FTZ#121	30,000.00	-	-	-	18,750.00	11,250.00	62.5%
R2770.5 Conferences	6,000.00	90.00	-	-	90.00	5,910.00	1.5%
R2770.6 CDYCI	80,000.00	-	20,000.00	-	20,000.00	60,000.00	25.0%
R3900.5 Dept. of State	-	-	-	-	-	-	
R3900.6 CSO Grant	50,000.00	-	13,709.24	-	13,709.24	36,290.76	27.4%
R3900.7 Health Dept	25,000.00	-	-	-	-	25,000.00	0.0%
R4000.2 EDA	70,000.00	-	14,440.73	-	20,513.97	49,486.03	29.3%
R4000.3 Water Quality	54,000.00	-	14,478.16	-	14,478.16	39,521.84	26.8%
R4000.4 UPWP	110,000.00	-	31,011.59	-	31,011.59	78,988.41	28.2%
Gross Revenue	\$ 657,566.00	\$ 137.51	\$ 93,662.47	\$ 22,470.76	\$ 224,385.77	\$ 433,180.23	34.1%
2011 EXPENSE							
E.1010 Salaries	\$ 378,000.00	\$ 31,437.28	\$ 31,437.28	\$ 31,437.28	\$ 125,749.12	\$ 252,250.88	33.3%
E.1030 Temporary Services	-	-	-	-	-	-	
E.2010 Office Equipment	4,000.00	458.00	229.00	-	687.00	3,313.00	17.2%
E.2020 Furniture & Furnishings	1,000.00	-	-	-	-	1,000.00	0.0%
E.4020 Workshops & Conferences	6,000.00	-	-	287.50	287.50	5,712.50	4.8%
E.4030 Consultant Services	11,000.00	-	285.00	-	285.00	10,715.00	2.6%
E.4040 Agency Memberships	4,500.00	-	-	-	1,450.00	3,050.00	32.2%
E.4051 Computer Supplies/Software	5,500.00	-	-	-	3,565.00	1,935.00	64.8%
E.4055 Data Purchases	500.00	-	-	150.00	150.00	350.00	30.0%
E.4060 Equipment Maintenance	1,500.00	-	-	-	-	1,500.00	0.0%
E.4070 Office Supplies	3,000.00	660.05	38.23	280.15	978.43	2,021.57	32.6%
E.4080 Books & Journals	750.00	-	-	-	118.11	631.89	15.7%
E.4090 Printing & Publishing	6,500.00	-	517.83	-	585.33	5,914.67	9.0%
E.4110 Rent	64,000.00	4,975.10	4,951.60	4,915.63	24,315.83	39,684.17	38.0%
E.4120 Telephone	4,000.00	288.60	290.67	305.22	1,319.54	2,680.46	33.0%
E.4121 Internet	1,500.00	36.85	36.85	36.85	210.38	1,289.62	14.0%
E.4130 Travel	10,000.00	25.00	333.09	115.00	543.09	9,456.91	5.4%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	3,500.00	29.96	150.00	300.00	959.73	2,540.27	27.4%
E.4160 Miscellaneous	1,000.00	16.81	44.04	122.26	211.92	788.08	21.2%
E.4170 Payroll Services	1,800.00	226.06	138.06	138.06	640.24	1,159.76	35.6%
E.4190 Contingent Fund	1,000.00	-	-	-	-	1,000.00	0.0%
E.4200 Insurance-General	1,500.00	-	-	-	1,308.21	191.79	87.2%
E.4210 Meeting Expenses	2,000.00	7.42	94.46	152.99	254.87	1,745.13	12.7%
E.4260 Bad Debt Expense	-	-	-	-	-	-	
E.8010 NYS Retirement	66,000.00	-	-	-	-	66,000.00	0.0%
E.8030 FICA	30,000.00	2,434.04	2,434.04	2,434.04	9,736.16	20,263.84	32.5%
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	-	-	109.00	1,775.60	724.40	71.0%
E.8050 Ins.-Health	80,000.00	1,381.44	14,979.36	5,636.82	28,389.95	51,610.05	35.5%
E.8060 Ins.-Unemployment	1,200.00	334.81	46.15	-	1,100.99	99.01	91.7%
E.8070 Prof. Memberships	1,000.00	-	200.00	-	200.00	800.00	20.0%
E.8080 Continuing Education	1,000.00	-	-	-	-	1,000.00	0.0%
Gross Expenses	\$ 694,750.00	\$ 42,311.42	\$ 56,205.66	\$ 46,420.80	\$ 204,822.00	\$ 489,928.00	29.5%
Net Operating Income	\$ (37,184.00)	\$ (42,173.91)	\$ 37,456.81	\$ (23,950.04)	\$ 19,563.77		
A909 Fund Balance-Unreserved	37,184.00	-	-	-	-		
Net Income	\$ -	\$ (42,173.91)	\$ 37,456.81	\$ (23,950.04)	\$ 19,563.77		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

April 30, 2011

Assets

Cash — Checking	\$	30,202.82
Cash — Money Market		131,252.94
Cash — Certificates of Deposit		119,331.18
Petty Cash		200.00
Net Due from Private Persons/Organizations		-
Due from State & Federal Governments		17,500.00
Due from Other Governments		50,964.92
Prepaid Expenses		101.97
Carryover Revenue		-
	<i>Sub-Total: Assets</i>	<u>\$ 349,553.83</u>
Expenses — Year-to-Date		<u>204,822.00</u>

Total \$ 554,375.83

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		-
Deferred Project Revenue		14,486.03
Fund Balance — Unrestricted		315,504.03
	<i>Sub-Total: Liabilities & Fund Balance</i>	<u>\$ 329,990.06</u>
Revenue — Year-to-Date	\$	<u>224,385.77</u>

Total \$ 554,375.83

Net Income (Loss) \$ 19,563.77



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MEMORANDUM (#11-10)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: May 16, 2011

Re: FY-2010 Audit Report

Enclosed for your review and approval is the FY-2010 Audit Report prepared by the accounting firm Bonadio & Co. LLP.

A representative from the firm will make a presentation and respond to Board questions about the audit findings at the Commission meeting.

Board action is requested to approve the 2010 Audit Report.



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MEMORANDUM (#11-11)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: May 16, 2011

Re: 604 (b) Water Quality Funding Approval

CDRPC recently received notification from the New York State Department of Environmental Conservation (NYS DEC) that we have been awarded a four year grant renewal to receive monies under Section 604 (b) of the Clean Water Act. CDRPC has been approved to receive up to \$419,821.50 for the four year period beginning April 1, 2011 through March 31, 2015. For the period April 11, 2011 through March 31, 2012, CDRPC has been awarded \$130,321.50. Grant monies available for Years 2 through 4 will be dependent upon funding availability under the Clean Water Act.

The proposed work program places priority on the following set of core activities: assisting County Water Quality Coordinating Committees, working with the Mohawk River Basin Watershed Management Plan on planning for Green Infrastructure, and continuing to provide support for New York State's MS4 Phase II Stormwater Permit Program. CDRPC's MS4 training role will be increasing to include Smart Growth and Green Infrastructure Planning in particular as related to the low-impact elements outlined in the recently adopted storm water design manual prepared by DEC.

In addition to these core tasks, additional activities include a Dissolved Oxygen TMDL study for the Watervliet Reservoir. This particular task will be coordinated with DEC and will include sampling and lab work that will be contracted out over a two year period. A second activity that will also be multi-year in nature will be coordinated with the City of Albany and the Albany County Sewer District. A firm will be hired to prepare engineering designs for daylighting the Patroon Creek and reconnecting the Creek to Tivoli Lake. Due to the frequency of flooding, the proximity of a Sewer District Interceptor, and potential environmental justice issues, this project is viewed as critical by the City and Sewer District.

The tasks were developed based on feedback we received from the County Water Quality Coordinating Committees and were designed to support and assist DEC in meeting its priority water quality goals over the next four years. Both DEC Regions 4 and 5 fully supported our application and the proposed activities.

Commission approval via a resolution is being sought "To allow the Executive Director to accept the Award, execute the State Assistance Contract, submit Project documentation, and act on behalf of CDRPC in all matters related to the Project and State assistance".



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MEMORANDUM (#11-12)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: May 16, 2011

Re: 2010 Decennial Census

Attached is a copy of the presentation that will be made to the Board outlining the population trends associated with the recently released data from the 2010 Decennial Census.

Capital Region 2010 Census Population



Rocco Ferraro, AICP

Capital District Regional Planning Commission

CDRPC Commissioners

Albany County

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John Graziano, Jr.
Lucille M. McKnight
Michael B. Whalen, Jr.

Rensselaer County

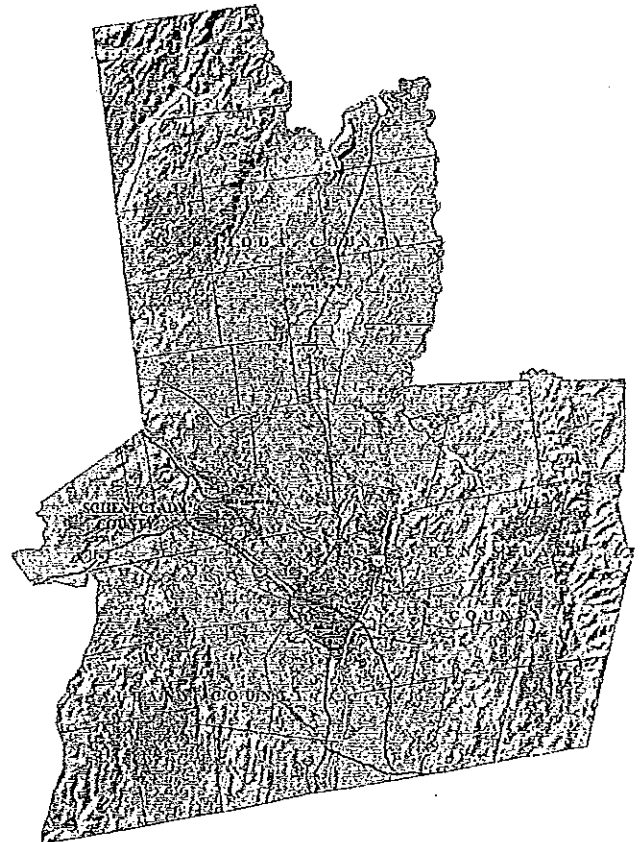
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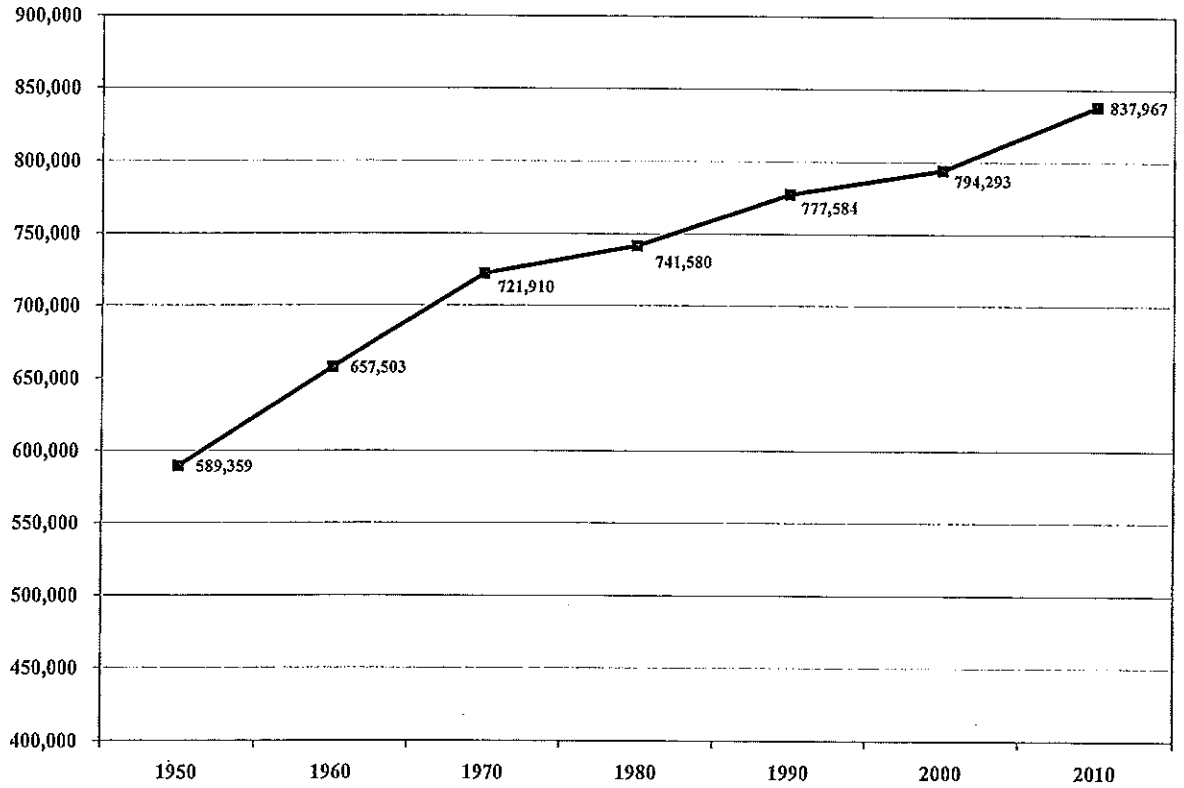
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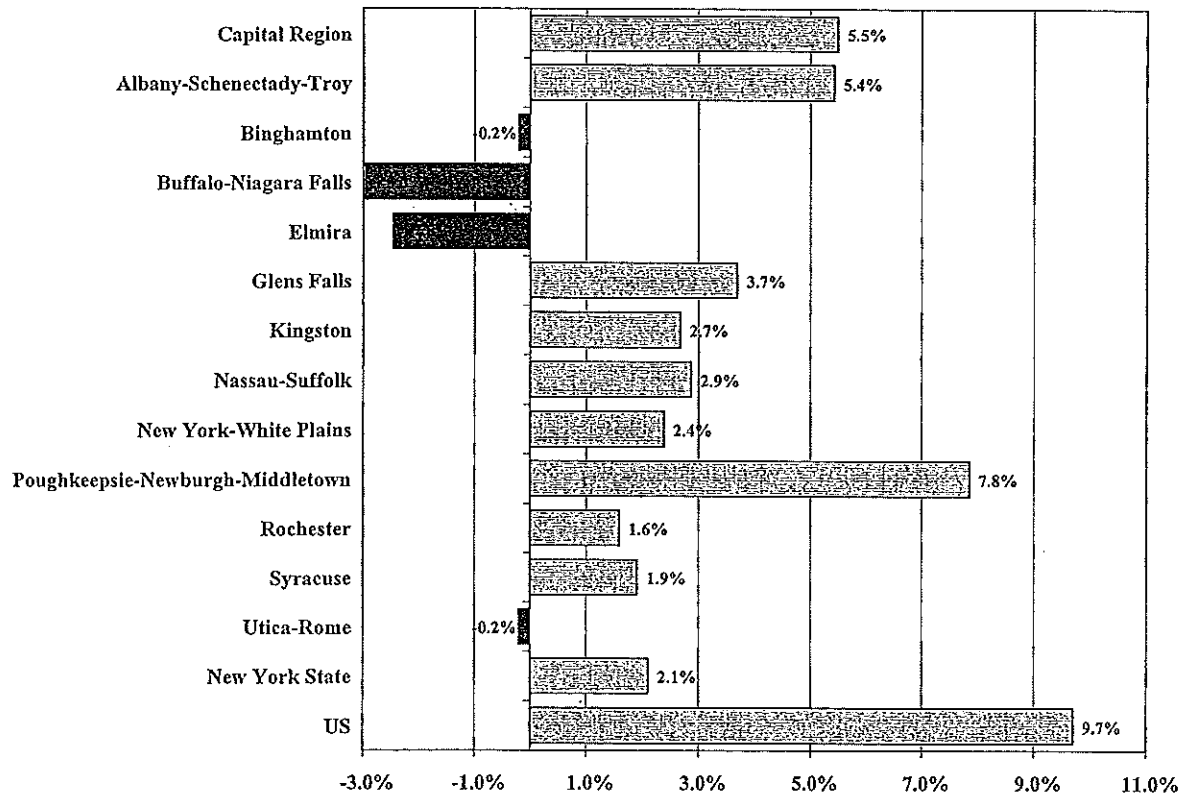
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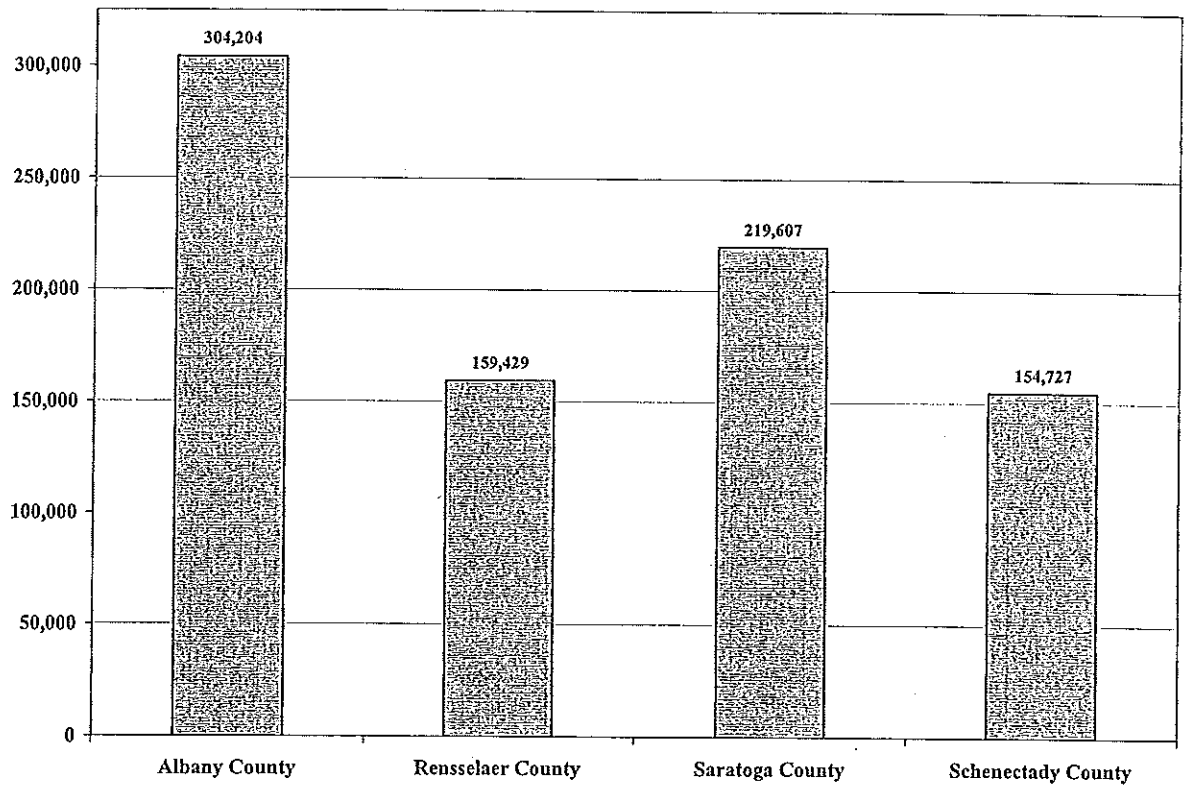
Capital Region Population 1950 - 2010



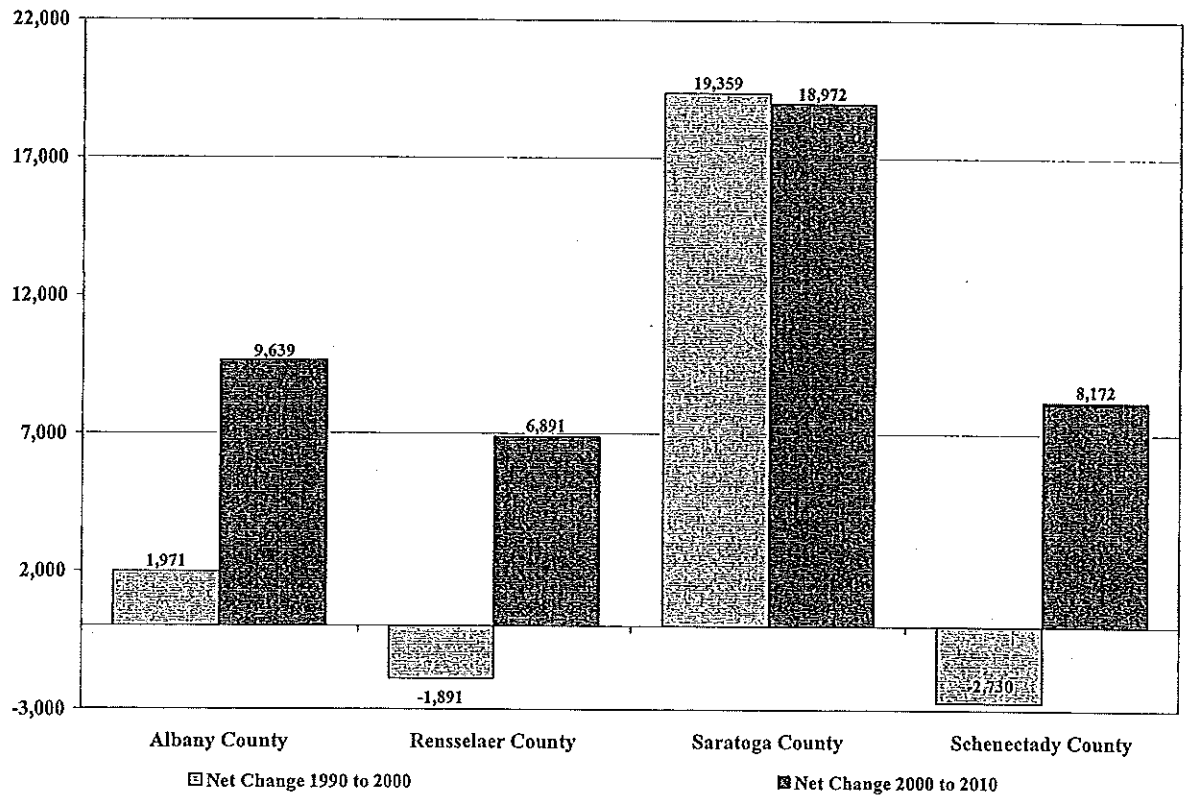
MSA Population Percent Change 2000 - 2010



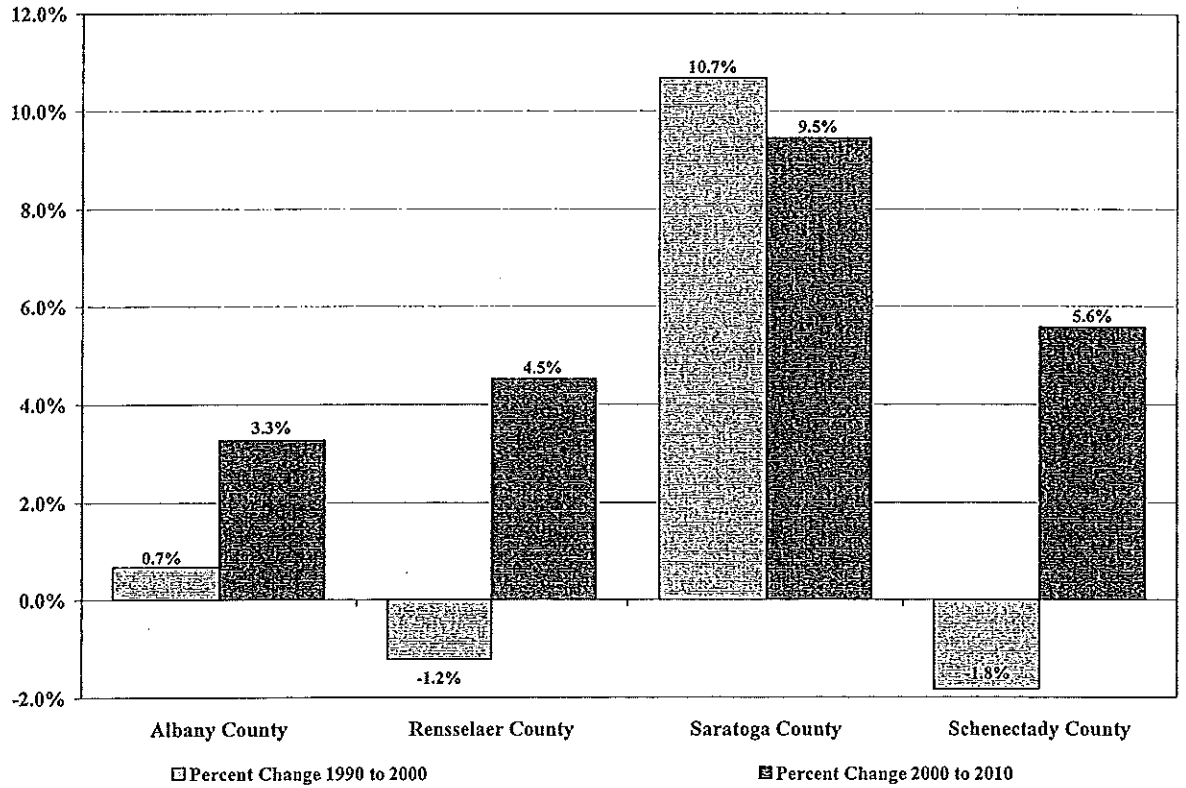
2010 Population by County



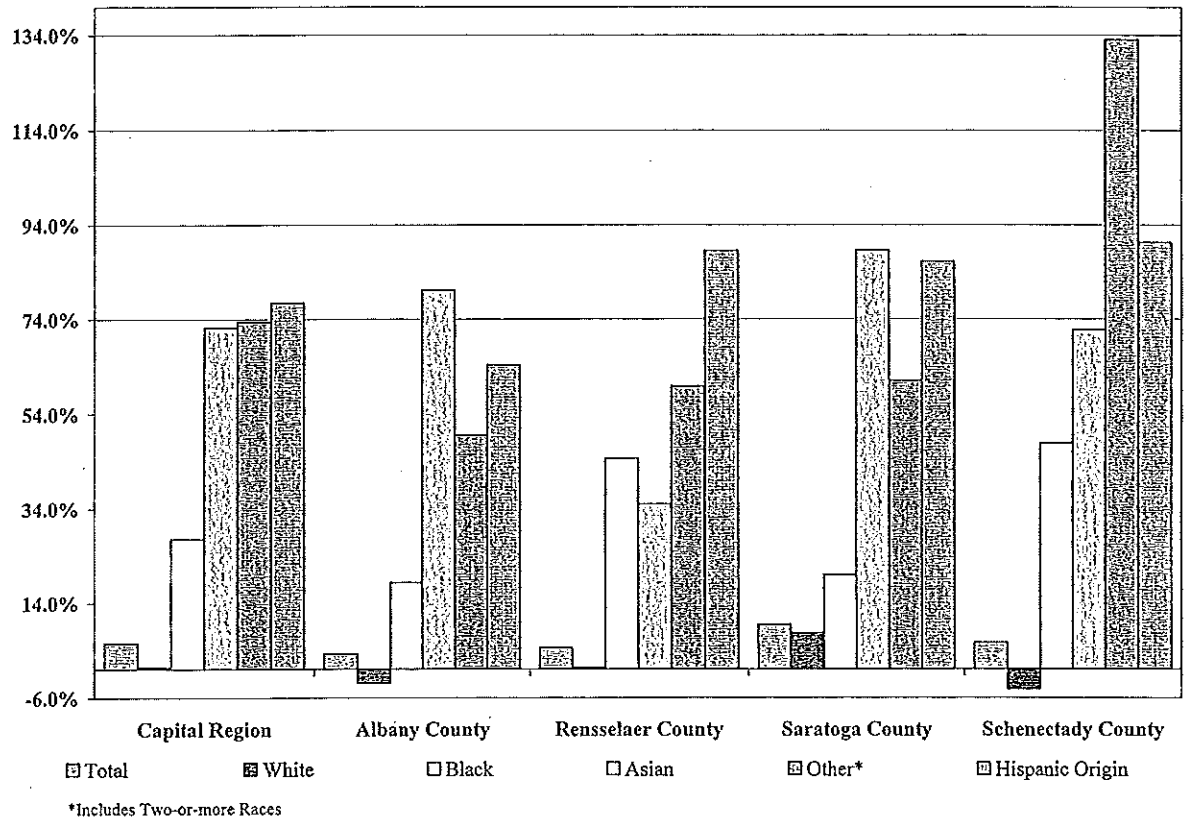
Population Net Change by County



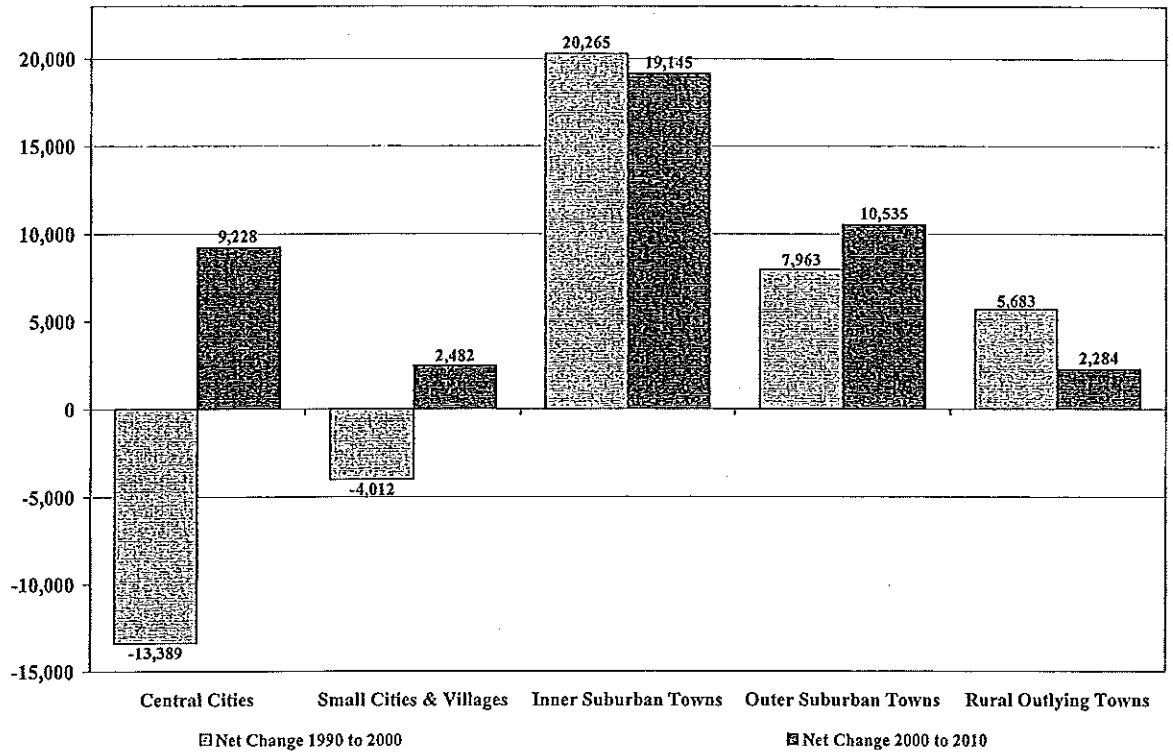
Population Percent Change by County



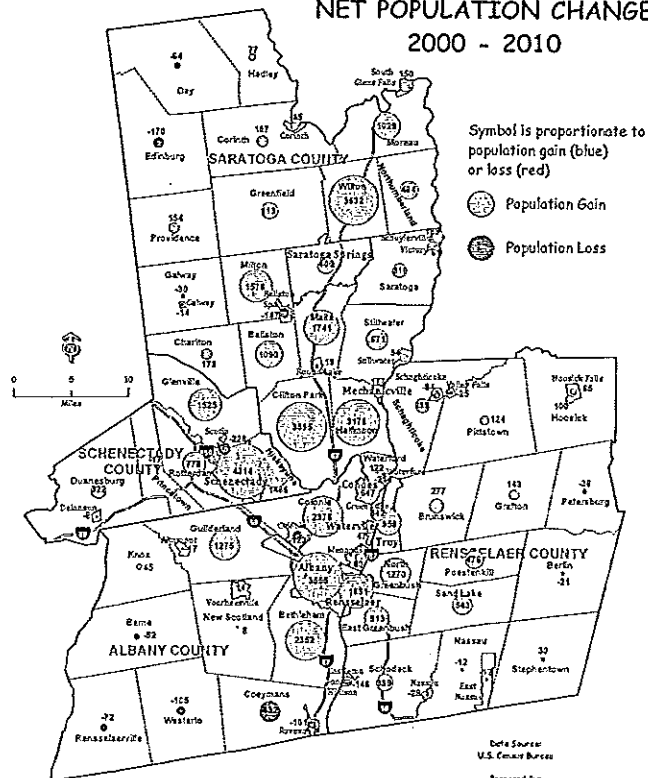
Pop. by Race and Hispanic Origin Percent Change by County



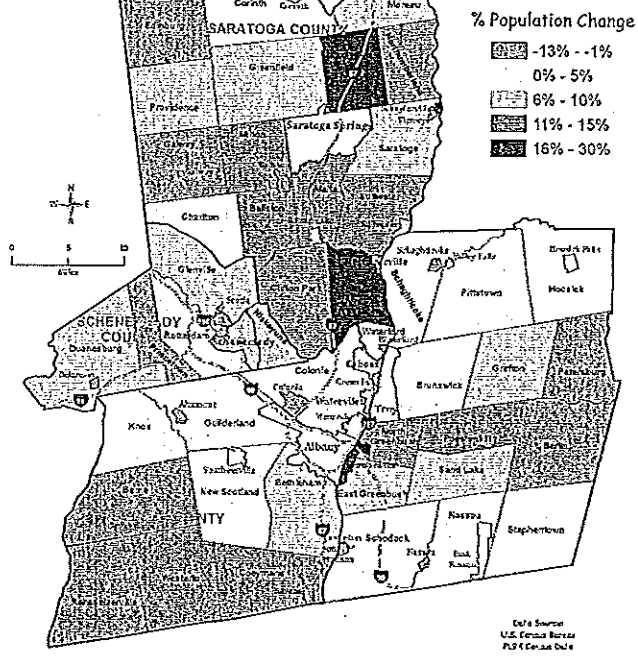
Population Net Change by Type of Minor Civil Division



CAPITAL DISTRICT NET POPULATION CHANGE 2000 - 2010

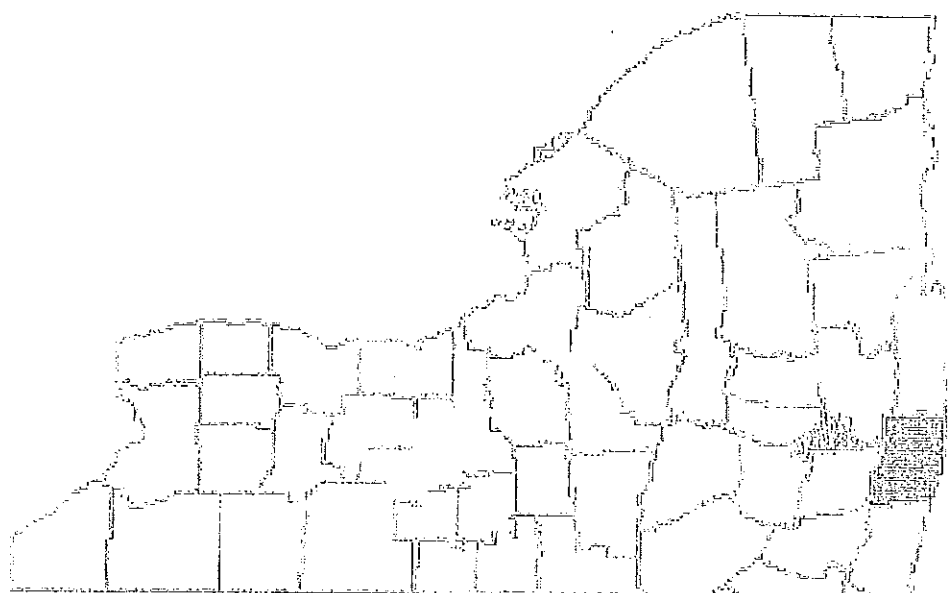


**CAPITAL DISTRICT
POPULATION CHANGE
2000-2010**



Data Source:
U.S. Census Bureau
PL94 Census Data

Prepared by:
The Capital District Regional Planning Commission
2011



Capital District Regional Planning Commission
 One Park Place, Suite 102, Albany, New York 12205
 518-453-0850 Fax 453-0856 cdrpc@cdrpc.org <http://cdrpc.org>



CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

FTZ #121

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850

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

E-MAIL: cdrpc@cdrpc.org

MEMORANDUM (#11-13)

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To: Commissioners
From: Rocky Ferraro, Executive Director
Date: May 16, 2011
Re: Long Term Control Plan – Combined Sewer Overflow Study

A Technical Advisory Committee meeting was held with DEC on March 31, 2011 to recap the results of the modeled scenarios and review the preliminary list of proposed controls. As currently proposed, LTCP related mitigation costs are expected to be approximately \$110 million. This does not include future capital repair and replacement costs for other components of the sewer system based on the findings of an Asset Management Plan that is recommended to be prepared as part of the LTCP.

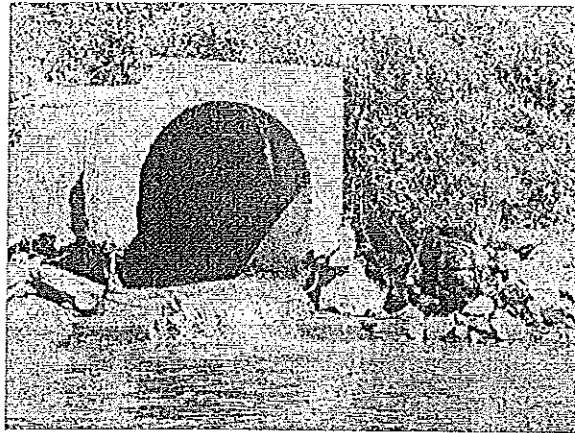
A Technical Advisory Committee meeting was held on April 18, 2011 to discuss the affordability assessment and proposed implementation schedule for a regional LTCP. According to the EPA affordability guidelines, the \$110 million program falls within the “affordable” range, costing less than 2% of median household income, therefore an extended implementation schedule is unlikely.

A DEC/Technical Advisory Committee meeting was held on April 27, 2011 to discuss the affordability assessment and the proposed implementation schedule. DEC repeated their approval of the proposed projects; however final approval of the projects and timeline will be also dependent upon the final agreed to management structure.

A Citizens’ Advisory Committee meeting was held on May 10, 2011 to present the proposed projects and implementation schedule. Attendees were generally pleased with the proposed project list, including the inclusion of a Hudson River Public Advisory System, but several expressed concern about the relationship between stormwater issues in neighboring communities (MS4 requirements) and the LTCP and their impacts on future sewer rates.

The fourth and final Public Meeting will be held at Hudson Valley Community College on June 1, 2011 at 7:00 PM.

Individual meetings have been held with the chief elected officials of the six communities to discuss the findings and alternative management structures for project implementation. All of the communities have expressed an interest in an inter-municipal strategy, assuming project costs can be distributed in a manner consistent with their individual responsibilities.



Hudson River Combined Sewer Overflow 4th Public Meeting

Learn about efforts to address water quality in
the Hudson River.

This meeting will focus on:

- Recap of Water Quality Model Findings
- Proposed CSO Controls
- Proposed Implementation Timeline
- Proposed Program Costs

Wednesday, June 1, 7pm

at

Hudson Valley Community College
Bulmer Telecommunications Center
80 Vandenberg Ave., Troy, NY 12180

Who Should Attend?: Though the preparation of the Combined Sewer Overflow Long Term Control Plan is the responsibility of the Albany Pool Communities: City of Albany, City of Cohoes, Village of Green Island, City of Rensselaer, City of Troy and City of Watervliet, the surrounding communities will also be impacted. This meeting is intended for residents of the Capital District, government officials, environmental organizations, recreational clubs, and anyone else interested in Hudson River water quality.



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

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MEMORANDUM (#11-14)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: May 16, 2011

Re: Local Planning & Zoning Workshop

Attached is a copy of the Program session descriptions and registration information for the upcoming Local Government Planning & Zoning Workshop scheduled for June 15th from 8:00 to 3:00 PM at the Bulmer Telecommunications Center at Hudson Valley Community College. To meet the requirements of the recently adopted stormwater discharge rules and regulations, the training session is concentrated on stormwater management with a focus on green infrastructure.

Though registration is required, there will be no charge for Commission members to attend the workshop.

The Capital District Regional Planning Commission
and
Albany County Dept. of Economic Development, Conservation, & Planning,
Rensselaer County Economic Development & Planning,
Saratoga County Planning Department, and
Schenectady County Planning Dept.

Present a Local Government Planning & Zoning Workshop

June 15, 2011 8:00 to 3:00
Bulmer Telecommunications Center,
Hudson Valley Community College, Troy, New York

Since 2010, the SPDES General Permit for Stormwater Discharges has required MS4 permittees to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approaches and green infrastructure applications. To aid communities in complying with this mandate, CDRPC's spring training is concentrated on stormwater management with a focus on green infrastructure.

Program Sessions

Time	Session A	Session B	Session C
8:00-8:30	Registration		
8:30-10:15	Syracuse Experience with Green Infrastructure - 50 Projects in 12 Months: With the advent of the NYS Design Manual Green Infrastructure requirements, local Planning and Zoning Boards will start to see proposals with a focus on Green Infrastructure. As a case study, Environmental Finance Center and CDM will discuss the significant green infrastructure investments being undertaken by Onondaga County.		
10:30-12:00	Green Infrastructure Requirements & Local Laws: As developers are mandated to consider Green Infrastructure as part of their designs, local communities are facing conflicts with State and local codes. This session will feature a local case study and a panel discussion on the challenges associated with amending local laws to permit Green Infrastructure. State fire code and other issues will also be covered.		
12:00-1:00	Lunch		
1:00-3:00	Land Use Tools for Walkable Communities & Complete Streets: This session provides an overview of several common municipal land use tools and explores how they can be tailored to improve pedestrian conditions.	Stormwater Design Manual: Shohreh Karamipour will present recent Design Manual clarifications. Design examples and RRRV calculations will also be discussed.	Asset Management: Environmental Finance Center will present the basics of Asset Management Planning. SRF and other funding sources may soon require an Asset Management Plan. Engineers and municipal leaders will learn who should prepare a Plan and what should be included in the Plan.

If your municipality has passed a resolution accepting this training, it will meet the State law for Planning and Zoning Boards continuing education requirements (sample resolutions available upon request). A certificate of attendance will be provided to Planning and Zoning Board attendees for each session attended.

Fee: \$30, which includes lunch. Please make checks payable to CDRPC.

Registration Deadline: June 6, 2011

Registration Form

Registration will end when seats are filled or by June 6, 2011. To register, please fill out and mail, e-mail or fax this form to:

Capital District Regional Planning Commission
One Park Place, Suite 102
Albany, New York 12205
Fax: 453-0856

E-mail: Donna@CDRPC.org

Please photocopy this form as needed for additional registrants. If you have any questions, call Donna Reinhart at CDRPC: 453-0850.

Name: _____

Affiliation: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Please indicate the 1:00 session you plan to attend:

- Land Use Tools for Walkable Communities
 Design Manual Updates
 Asset Management

Directions to HVCC: From the North: The Hudson Valley campus is minutes from exit 7 of the Northway (I-87). Follow Rte. 7 East approximately 1.5 miles to I-787 South. Take I-787 South to Rte. 378 East. Over bridge bear right to Rte. 4 south and continue for 1 mile to the campus on your left. **From the South:** Take Exit 23 off I-87 (NYS Thruway). Follow I-787 North 6 miles to the exit for Rte. 378 East and follow as above. **From the East:** Take Exit B-1 of the Massachusetts Turnpike and follow I-90 approximately 9 miles to Exit 8. Turn left off ramp to Route 4. Campus is 5 miles ahead on the right. **From the West:** Take Exit 24 off I-90 (NYS Thruway), continue on I-90 East 6 miles to I-787 North (Troy). Follow I-787 as above.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT

March 7, 2011 to May 8, 2011

A. ADMINISTRATION

1. The 2011 Q1 billings have been prepared and submitted for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, and the CSO administrative contract.
2. Quarterly billings were also sent to Saratoga & Schenectady counties.
3. The Commission's UPWP Transportation Planning contract was extended and its 604(b) Water Quality contract was extended with the addition of two projects: A TMDL study for the Watervliet Reservoir and the design of a Green Infrastructure solution for Tivoli Park.
4. Commission staff assisted the auditors in completing their field work for the audits of the accounts of CDRPC, the CSO project, and CDYCI.

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. Through April of 2011, CDRPC's website had received 509,260 page hits, up 79% over the first four months of 2010; and 29,827 visitors, up 51% over the previous year. The Commission continues to receive very positive feedback about the quantity and quality of data available on the site.
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. A series of new maps based on 2010 Census data have been created and posted on the Commission website.
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. The first release of the 5 year American Community Survey (2005-09) has occurred, providing detailed socio-economic characteristics for geographic areas down to the Census Tract level. CDRPC has prepared and posted municipal demographic profiles (general, social, economic, & housing) on its website based on the 2005-09 ACS data.
5. The first release of the 2010 Census data has been made for redistricting purposes, and the Commission has posted the municipal population and housing data on its website.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

6. CDDRPC staff provided training to several user groups on the availability and application of the data sets available through the American Community Survey and the 2010 Decennial Census, as well as instruction on to access these data sets with the Census Bureau's new American FactFinder 2.
7. Work is continuing in conjunction with the Watervliet Reservoir Water Consolidation study being managed by CDRPC on behalf of the City of Watervliet and the Town of Guilderland. A draft report has been completed and is under review by the two communities for additional input and feedback. A shared municipal service grant was received from NYS DOS to investigate the financial and legal feasibility of consolidating water treatment operations at the reservoir.
8. CDRPC (Rocco Ferraro) is a member of the Executive Committee of the Mighty Waters Task Force established by Congressman Tonko. Plans are underway for the second Mighty Waters conference that will be held at RPI on June 8th.
9. Technical support continues to be provided to CARES leading to the preparation of the "Working Together for Affordable Housing in Saratoga County" draft plan.

WATER QUALITY PLANNING

1. The Staff has continued work on the 604(b) water quality program. Staff continues to participate in county water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities. CDRPC's spring Planning and Zoning Workshop on June 15th at Hudson Valley Community College will focus on stormwater and Green Infrastructure to aid MS4 communities in meeting their permit obligations. DEC has awarded CDRPC 604(b) funding for the period 2011-2015 (See Memo 11-11).
2. Staff is serving on the technical advisory committee of the Mohawk River Watershed Plan being carried out by a consortium of soil and water conservation districts. Staff is serving on the GIS and Public Outreach subcommittees. As part the GIS subcommittee, staff helped craft the GIS consultant services RPF and participated in the consultant selection process. Staff also helped formulate the public outreach plan.
3. 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 11-13).

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 make public presentations on issues related to regional planning and regional development.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

3. Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Current linkage studies underway include: The Midtown Albany Educational District Enhancement Study (near completion), the New Scotland Linkage study, the town of Wilton Exit 16 Linkage Study, and the Clifton Park Exit 9 Linkage study.
4. Staff is participating on the advisory committee of NYSDOT's Mohawk-Erie Multi-modal Transportation Corridor Study.
5. CDRPC is hosting a spring Planning and Zoning Workshop at Hudson Valley Community College on June 15. Sessions include: Green Infrastructure projects in Syracuse; the Stormwater Design Manual and local law issues; the Stormwater Design Manual calculations; Asset Management; Walkable Communities and Complete Streets (See Memo 11-14).
6. Staff submitted a Climate Smart Communities grant application, which is a three-year program funded by NYSERDA to assist the region's communities in reducing greenhouse gas emissions and in adapting to climate change. CDRPC is partnering with two firms, VHB and Climate Change Associates, who have broad experience with climate change issues. If awarded, the grant will be used to prepare a regional greenhouse gas inventory, a regional climate action plan, as well as to undertake a broad public education, outreach, and technical assistance program.
7. Staff has begun work on the Healthy Communities grant, which was awarded to the Capital District Community Gardens to address issues of access to healthy foods and to promote healthy lifestyles in Rensselaer County. CDRPC is a subcontractor on the grant. CDRPC tasks include analyzing development patterns in several suburban parts of the county for their conduciveness to physical activity, such as walking and biking, and offering suggestions for improvement.

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate (based on the re-configured 16 bed facility) was 76.2% for the month of March and 84.9% for April, 2011.
2. Billings to the counties using the facility were computed and sent out through March/April 2011.

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.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

2. Staff continues to work on Foreign-Trade Zone activities. During this reporting period, staff responded to two inquiries from firms located within Albany County. On December 29, 2010 the Foreign-Trade Zones Board issued draft revised regulations. Staff are reviewing the draft and compiling comments for consideration by the Board.
3. The March/April Issue of *Capital District Data* has been published. The issue includes 2010 MLS single-family home sales, 2010 municipal property tax rates, and total population by race and Hispanic origin for the Region's municipalities.

MEETINGS:

- 03/08/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 03/08/11 Ferraro & Fabozzi: Meeting at NYSERDA regarding the Climate Smart Communities Regional Coordinator Grant.
- 03/09/11 Fabozzi: Midtown Albany Education District Linkage Grant Advisory Committee meeting.
- 03/09/11 Ferraro: Albany County 10 Year Plan to End Homelessness Executive Committee meeting.
- 03/10/11 Fabozzi: Mohawk River Watershed GIS Subcommittee meeting.
- 03/10/11 Fabozzi: College of Nano Tech seminar on green buildings.
- 03/10/11 Ferraro: Presentation on Population Trends to the Institute of Real Estate Management.
- 03/10/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 03/11/11 Ferraro: Capital District Library Council Trustee meeting.
- 03/14/11 Fabozzi & King: Meeting with CDTC staff regarding Census 2010 products.
- 03/14/11 Ferraro & King: Conference call with Mike Tucker, CEG, regarding Talent Dividend Prize.
- 03/15/11 Ferraro: Erie Canalway Trail Plan meeting.
- 03/16/11 Shannon: Hosted a Center for Watershed Protection webinar on behalf of the Stormwater Coalition of Albany County.
- 03/16/11 Ferraro: Saratoga Rural Preservation Company Board meeting.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 03/17/11 Fabozzi: Town of Wilton Exit 16 Linkage Study Advisory Committee meeting.
- 03/18/11 Fabozzi: Union College Mohawk River Watershed Symposium.
- 03/18/11 King: Census Bureau webinar: American FactFinder 2
- 03/21/11 Ferraro & Fabozzi: Meeting with Capital District Community Gardens regarding the Healthy Communities Grant.
- 03/22/11 Ferraro: Erie Canalway Heritage Corridor Commission Excellence Awards Jury Selection meeting.
- 03/24/11 Fabozzi: Guest lecture presentation at UAlbany on New Urbanism.
- 03/24/11 Ferraro: Saratoga PLAN TDR Advisory Committee meeting.
- 03/25/11 Fabozzi: Mohawk River Watershed Public Outreach Committee meeting.
- 03/25/11 Ferraro: ECOS Post conference Committee meeting.
- 03/24/11 Shannon: Stormwater Coalition of Albany County meeting.
- 03/25/11 Shannon: Albany County Water Quality Coordinating Committee meeting, Voorheesville.
- 03/28/11 Shannon: NYSARC Water Quality Green Infrastructure Train-the-Trainer, Syracuse.
- 03/28/11 Ferraro: Smart Growth Council meeting.
- 03/29/11 Ferraro: Meeting with Guilderland and Watervliet re: the Watervliet Reservoir consolidation feasibility study.
- 03/31/11 Ferraro & Shannon: CSO technical committee meeting with DEC.
- 03/31/11 Ferraro & King: American Community Survey and American FactFinder 2 training workshop session, in conjunction with HUD.
- 04/04/11 Ferraro & Shannon: Meeting with Melissa Young, Environmental Finance Center regarding municipal training opportunities.
- 04/06/11 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 04/06/11 Ferraro: CDTC Planning Committee meeting.
- 04/07/11 Ferraro & Shannon: Meeting with Pannone, Lopes, Deveraux & West LLC regarding the CSO project, Rensselaer County Executive's Offices.
- 04/08/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 04/08/11 Ferraro: Capital District Library Council Trustee meeting.
- 04/09/11 Fabozzi: Presentation on Regional Growth Patters at the Troy Reskilling Festival.
- 04/11/11 Ferraro, Shannon & King: Conference call with Chris Eastman, DOS regarding HVCC Planning and Zoning Workshop.
- 04/12/11 Shannon: EPA webinar on EPA Green Infrastructure Initiatives.
- 04/12/11 King: SUNY-Albany Facilities Master Plan workshop.
- 04/12/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 04/12/11 Ferraro: Saratoga Affordable Housing Group, Inc. Board meeting.
- 04/13/11 King: Albany Guardian Society conference on aging.
- 04/13/11 Ferraro: Mighty Waters Task Force Conference meeting.
- 04/14/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 04/15/11 Fabozzi: Mohawk River Watershed Public Outreach Committee meeting.
- 04/15/11 Ferraro: Presenter/Panelist at Earth Institute Conference at Columbia University.
- 04/18/11 Shannon: CSO APJVT meeting.
- 04/18/11 Ferraro & Shannon: CSO Technical Committee meeting.
- 04/19/11 Ferraro: Regional Development Coordinating Council meeting.
- 04/19/11 Shannon: Rensselaer County MS4 Coordinators' meeting.
- 04/19/11 King: Presentation to Rensselaer County Homeless Coalition on American Community Survey and American FactFinder 2.
- 04/20/11 Ferraro: Saratoga Rural Preservation Company Board meeting.
- 04/21/11 King: CDTC's Regional Transportation Coordination Committee meeting.
- 04/22/11 Ferraro & Shannon: Meeting with Michael Hall, Esq., regarding CSO Phase II management structure.
- 04/22/11 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 04/26/11 Fabozzi: Kickoff presentation of the Route 787 reconstruction/boulevard proposal.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 04/27/11 Fabozzi: Guest lecture presentation at Skidmore College on Water Quality and Land Use.
- 04/27/11 Ferraro & Shannon: CSO Technical Committee meeting with DEC.
- 04/27/11 Ferraro: Forum re: the future of the University at Albany and the Capital Region.
- 04/27/11 Shannon: EPA Funded webinar: Community Based Green Infrastructure.
- 04/28/11 Shannon: Stormwater Coalition of Albany County meeting.
- 04/28/11 Ferraro: Regional Meeting of the Executive Committees of the Ten Year Plans to End Homelessness.
- 05/02/11 Ferraro: Saratoga PLAN TDR Advisory Committee meeting.
- 05/04/11 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 05/04/11 Ferraro: Mighty Waters Conference Planning meeting.
- 05/04/11 Ferraro: Meeting with Troy Mayor to discuss CSO project.
- 05/04/11 Fabozzi: CDTC Planning Committee meeting.
- 05/05/11 Ferraro: Meeting with Rensselaer Mayor to discuss CSO project.
- 05/05/11 Ferraro: Meeting with Watervliet Mayor to discuss CSO project.
- 05/05/11 Shannon: Lake George Waterkeeper workshop: Challenges and Solutions Using Low Impact Development.
- 05/06/11 Shannon: NYSARC Water Quality conference call regarding 604(b) funding.
- 05/06/11 Ferraro: Meeting with Green Island Mayor to discuss CSO project.
- 05/06/11 Ferraro: Meeting with Albany County to discuss CSO project.