



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

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

Chair
Barbara Mauro

Vice Chair
Willard Bruce

Secretary
James Shaughnessy

Treasurer
John Murray

Members

Albany County
John J. Brown
Willard A. Bruce
John Graziano, Jr.
Lucille M. McKnight
Michael B. Whalen, Jr.

Rensselaer County
Judy H. Breselor
Stan Brownell
Leon B. Fiacco
James D. Shaughnessy
Michael Stammel

Saratoga County
Fred Acunto
Philip Barrett
Jason Kemper
John Murray
Paul Sausville

Schenectady County
Robert Godlewski
Gary Hughes
Barbara Mauro
Michael Petta
David Vincent

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**Director of
Information Services**
David Lang Wardle, AICP

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, July 20, 2011

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

AGENDA

1. Welcome/Introduction of Guests
2. May 25th 2011 Meeting Minutes*
3. Financial Statement through June 30th 2011 (Memo 11-15)*
4. 2012 Proposed Preliminary Budget (Memo 11-16)*
5. HUD Sustainable Communities Regional Planning Grant (Memo 11-17)*
6. 2010 Decennial Census Presentation (Memo 11-18)
7. LTCP - CSO Update (Memo 11-19)
8. Staff Activity Report
9. Other Business
10. Next Commission Meeting Date: October 19th, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

May 25, 2011

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

MINUTES

PRESENT: John Brown, Bill Bruce, John Graziano, Michael Whalen, Judy Breselor, Stan Brownell, James Shaughnessy, Mike Stammel, Fred Acunto, Phil Barrett, Jason Kemper, John Murray, Barbara Mauro, Michael Petta

ABSENT: Lucille McKnight, Leon Fiacco, Paul Sausville, Robert Godlewski, Gary Hughes, David Vincent

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

1. Welcome/ Introduction of Guests

Alan Walther from Bonadio & Co. was in attendance.

2. March 16, 2011 Meeting Minutes

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

Action Taken

John Murray made a motion to approve the minutes, and Fred Acunto seconded. The minutes were approved unanimously.

3. Financial Statement through April 30, 2011

The financial statement represents activities through April 30, 2011. The revenues are at 34% and the expenses are at 29.5%. There is approximately \$161,455 cash in the bank and outstanding receivables totaling just over \$68,465.

The first quarter invoices were sent out to the appropriate billing agencies for CDYCI, CSO, Water Quality, and the UPWP work programs.

Action Taken

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

4. 2010 Audit Report, Presentation by the Bonadio Group

A copy of the FY-2010 Draft Audit Report prepared by The Bonadio Group was sent out prior to the meeting for review.

Alan Walther 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, 2010.

Action Taken

Mike Stammel made a motion to accept the 2010 Audit Report and Judy Breselor seconded. The motion was approved unanimously.

5. 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. CDRPC was awarded \$130,321.50 for the period April 1, 2011 through March 31, 2012 and \$82,489.05 for the period April 1, 2012 through March 31, 2013. These represent a 30% cut from the requested amount. Grant monies available for Years 3 and 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.

Additional activities, in addition to the core tasks include a Dissolved Oxygen TMDL study for the Watervliet Reservoir, which has already begun with DEC. The second activity is a study of the Patroon Creek at the Tivoli Lake in the City of Albany. Both the City of Albany and the Albany County Sewer District are interested in daylighting the Patroon Creek and reconnecting the Creek to Tivoli Lake. Due to the frequency of flooding, the proximity of a Sewer District Inceptor, and potential environmental justice issues, this project is viewed as critical by the City and Sewer District. Both DEC Regions 4 and 5 fully supported our application and the proposed activities. The actual scope of work will depend upon funding availability.

Commission approval via a resolution is being requested "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".

Jack Murray asked for an update on the funding coming in over the next 2-3 years as that information becomes available. Rocky will provide the Commission a revised scope of work to reflect actual funding amounts that have been awarded once we receive official notification and approval from DEC.

Mike Stammel inquired if there are any immediate hazards at Tivoli Lake that are not being dealt with at this time. The Albany County Sewer District is monitoring activity along the entire system. Albany County has been very aggressive in pursuing where the problem points are and taking care of those issues.

Action Taken

Mike Whalen made a motion to accept the funding award and authorize Rocky to execute the contract. Phil Barrett seconded the motion. The motion was approved unanimously.

6. 2010 Decennial Census Presentation

Rocky gave a presentation outlining the population trends associated with the recently released data from the 2010 Decennial Census.

A copy of the presentation is included.

7. LTCP – CSO Update

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 which is much less than anticipated.

A proposed project listing and proposed implementation schedule were submitted to DEC for their review and comments. DEC approved the proposed projects however the proposed schedule will be dependent upon the final agreed to management structure. 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.

Rocky and Ray Rudolph have met individually with the Mayors and County Executives in each of the six communities to discuss the findings and alternative management structures for project implementation.

There is a Public Meeting scheduled for June 1, 2011 at Hudson Valley Community College at 7:00pm to provide the general public with an update of the status of the plan, proposed projects that are identified in the plan and the proposed schedule.

John Brown inquired how the expense of implementation will be distributed among the six communities. Rocky responded that 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.

Barbara Mauro inquired about the EPA affordability guidelines and what they are based on. The affordability guidelines are primarily based on the median household income of the householders in relation to actual and projected sewer rate payments.

8. Local Government Planning & Zoning Workshop

There is a Local Planning & Zoning Workshop scheduled for June 15, 2011 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.

9. Staff Activity Report

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

10. Other Business

There was no other business at this time.

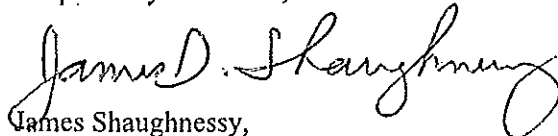
11. Next Meeting Date

The next CDRPC Commission meeting is scheduled for July 20, 2011 at 8:30AM.

Adjournment

John Murray made a motion to adjourn the meeting and Stan Brownell seconded. The motion was accepted unanimously.

Respectfully submitted,


James Shaughnessy,
Secretary



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MEMORANDUM (#11-15)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: July 12, 2011
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through June 2011. Through the first six months of the fiscal year, revenues are at 52.4% of the budgeted amount and expenses are at 43.7%.

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

Second quarter invoices were also prepared for the CDYCI, Combined Sewer Overflow, Water Quality, and the UPWP (Transportation) work programs.

As noted on the Statement of Financial Condition, on June 30th we had \$116,493 cash in the bank and outstanding receivables totaling \$119,684. We also have four Certificates of Deposit as noted on the following table.

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	Apr 11	May 11	Jun 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	18.01	23.60	-	99.41	1,900.59	5.0%
R2770.1 Miscellaneous	100.00	-	13.95	-	37.95	62.05	38.0%
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	-	600.00	2,190.00	2,880.00	3,120.00	48.0%
R2770.6 CDYCI	80,000.00	-	-	20,000.00	40,000.00	40,000.00	50.0%
R3900.6 CSO Grant	50,000.00	-	-	21,244.09	34,953.33	15,046.67	69.9%
R3900.7 Health Dept	25,000.00	-	-	-	-	25,000.00	0.0%
R4000.2 EDA	70,000.00	-	-	14,486.03	35,000.00	35,000.00	50.0%
R4000.3 Water Quality	54,000.00	-	-	20,087.66	34,565.82	19,434.18	64.0%
R4000.4 UPWP	110,000.00	-	-	41,736.97	72,748.56	37,251.44	66.1%
Gross Revenue	\$ 657,566.00	\$ 22,470.76	\$ 637.55	\$ 119,744.75	\$ 344,768.07	\$ 312,797.93	52.4%
2011 EXPENSE							
E.1010 Salaries	\$ 378,000.00	\$ 31,437.28	\$ 31,437.28	\$ 31,437.28	\$ 188,623.68	\$ 189,376.32	49.9%
E.1030 Temporary Services	-	-	-	-	-	-	
E.2010 Office Equipment	4,000.00	-	229.00	-	916.00	3,084.00	22.9%
E.2020 Furniture & Furnishings	1,000.00	-	-	-	-	1,000.00	0.0%
E.4020 Workshops & Conferences	6,000.00	287.50	-	4,707.50	4,995.00	1,005.00	83.3%
E.4030 Consultant Services	11,000.00	-	-	-	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	280.15	57.51	66.96	1,102.90	1,897.10	36.8%
E.4080 Books & Journals	750.00	-	133.00	-	251.11	498.89	33.5%
E.4090 Printing & Publishing	6,500.00	-	518.89	-	1,104.22	5,395.78	17.0%
E.4110 Rent	64,000.00	4,915.63	5,371.54	4,898.17	34,585.54	29,414.46	54.0%
E.4120 Telephone	4,000.00	305.22	290.34	290.34	1,900.22	2,099.78	47.5%
E.4121 Internet	1,500.00	36.85	36.85	170.83	418.06	1,081.94	27.9%
E.4130 Travel	10,000.00	115.00	2,737.81	115.00	3,395.90	6,604.10	34.0%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	3,500.00	300.00	152.68	44.00	1,156.41	2,343.59	33.0%
E.4160 Miscellaneous	1,000.00	122.26	67.77	-	279.69	720.31	28.0%
E.4170 Payroll Services	1,800.00	138.06	138.06	138.06	916.36	883.64	50.9%
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	152.99	105.69	138.90	499.46	1,500.54	25.0%
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	14,604.24	15,395.76	48.7%
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	5,636.82	5,636.82	5,636.82	39,663.59	40,336.41	49.6%
E.8060 Ins.-Unemployment	1,200.00	-	-	(672.00)	428.99	771.01	35.7%
E.8070 Prof. Memberships	1,000.00	-	195.00	-	395.00	605.00	39.5%
E.8080 Continuing Education	1,000.00	-	-	-	-	1,000.00	0.0%
Gross Expenses	\$ 694,750.00	\$ 46,420.80	\$ 49,542.28	\$ 49,405.90	\$ 303,770.18	\$ 390,979.82	43.7%
Net Operating Income	\$ (37,184.00)	\$ (23,950.04)	\$ (48,904.73)	\$ 70,338.85	\$ 40,997.89		
A909 Fund Balance-Unreserved	37,184.00	-	-	-	-		
Net Income	\$ -	\$ (23,950.04)	\$ (48,904.73)	\$ 70,338.85	\$ 40,997.89		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

June 30, 2011

Assets

Cash — Checking	\$	30,327.95
Cash — Money Market		86,164.87
Cash — Certificates of Deposit		119,331.18
Petty Cash		200.00
Net Due from Private Persons/Organizations		20,000.00
Due from State & Federal Governments		83,404.72
Due from Other Governments		16,279.67
Prepaid Expenses		743.89
Carryover Revenue		-
<i>Sub-Total: Assets</i>	\$	<u>356,452.28</u>
Expenses — Year-to-Date		<u>303,770.18</u>

Total \$ 660,222.46

Liabilities & Fund Balance

Due to Other Governments	\$	88.59
Due to Private Persons/Organizations		(138.23)
Deferred Project Revenue		-
Fund Balance — Unrestricted		315,504.03
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>315,454.39</u>
Revenue — Year-to-Date	\$	<u>344,768.07</u>

Total \$ 660,222.46

Net Income (Loss) \$ 40,997.89



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MEMORANDUM (#11-16)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: July 12, 2011

Re: Proposed 2012 Preliminary Budget

Attached for your review and approval is the proposed 2012 Preliminary Budget. A final budget will be prepared for the December Commission meeting. The adoption of the Preliminary Budget will allow us to send out the Commission's request for next year's county contributions. The counties are preparing their FY 2012 budgets and need to receive our budget request for inclusion in their budget proposals.

Budget highlights include the following:

- Overall, the 2012 proposed budget is 1.6% greater than the 2011 budget.
- Each county's assessment is based on its proportionate share of the population adjusted every ten years to reflect the decennial census per the inter-municipal agreement establishing the Commission. Attached is the proportionate share of population by county in 2000 and 2010 along with the 2011 actual and 2012 proposed contribution. Also attached is a ten year history of county contributions. As noted, county contributions decreased from \$233,575 in 2002 to \$205,466 in 2011. Per the inter-municipal agreement, any adjustment by one county impacts the contributions from the remaining three counties.
- The contractual services revenue item reflects anticipated work during 2012 including school enrollment projections.
- An inter-municipal strategy is proposed to implement the projects identified in the Long Term Control Plan prepared on behalf of the Albany Pool

communities to address Combined Sewer Overflows in the Hudson River. A Shared Municipal Services grant from the New York State Department of State will be sought to investigate inter-municipal management structure options and it anticipated that CDRPC will manage the study.

- The Department of Health grant involves work CDRPC is undertaking as a sub contractor to the Capital Region Community Gardens. We will be entering the second year of a three year grant and our focus will be to evaluate opportunities to create more walkable communities. The focus of the study is communities in Rensselaer County.
- Additional funding, per approved contracts, is available to undertake Water Quality and UPWP (Transportation) related activities.
- The overall salary line item and related line items (health insurance, retirement, and FICA) assumes no changes in staffing (6 Full time staff persons) during the year.
- The health insurance line item assumes a 15% increase in health premium costs. The current budget for 2011 is higher than the actual anticipated expenses in part due to the fact that in 2011 CDRPC opted for a less expensive plan that required higher employee deductibles and co-pays.
- The NYS Retirement line item assumes that the FY 2013 rate will be approximately 8% higher than the 2012 rate payable in December.
- In order to balance the proposed preliminary budget, \$49,284 will be drawn down from our Unreserved Fund Balance account, which at the beginning of 2012 is projected to be approximately \$300,000.

CDRPC 2012 Proposed Preliminary Budget

Account	2011 Approved Budget	2012 Proposed Budget	
		Amount	Change
REVENUE			
R2390.1 Albany County	\$ 76,197.00	\$ 74,590.00	\$ (1,607.00)
R2390.2 Rensselaer County	39,458.00	39,091.00	(367.00)
R2390.3 Saratoga County	51,900.00	53,847.00	1,947.00
R2390.4 Schenectady County	37,911.00	37,938.00	27.00
R2401.0 Interest & Earnings	2,000.00	1,500.00	(500.00)
R2770.1 Miscellaneous	100.00	100.00	-
R2770.3 Contractual Services	25,000.00	25,000.00	-
R2770.4 FTZ#121	30,000.00	30,000.00	-
R2770.5 Conferences	6,000.00	6,000.00	-
R2770.6 CDYCI	80,000.00	80,000.00	-
R3900.5 Dept. of State	-	-	-
R3900.6 CSO Grant	50,000.00	25,000.00	(25,000.00)
R3900.7 Health Dept	25,000.00	20,000.00	(5,000.00)
R4000.2 EDA	70,000.00	70,000.00	-
R4000.3 Water Quality	54,000.00	65,000.00	11,000.00
R4000.4 UPWP	110,000.00	129,000.00	19,000.00
<i>Gross Revenue</i>	\$ 657,566.00	\$ 657,066.00	\$ (500.00)
EXPENSE			
E.1010 Salaries	\$ 378,000.00	\$ 385,000.00	\$ 7,000.00
E.1030 Intern	-	-	-
E.2010 Office Equipment	4,000.00	4,000.00	-
E.2020 Furniture & Furnishings	1,000.00	1,000.00	-
E.4020 Workshops & Conferences	6,000.00	7,000.00	1,000.00
E.4030 Consultant Services	11,000.00	11,000.00	-
E.4040 Agency Memberships	4,500.00	4,500.00	-
E.4051 Computer Supplies/Software	5,500.00	5,500.00	-
E.4055 Data Purchases	500.00	500.00	-
E.4060 Equipment Maintenance	1,500.00	1,500.00	-
E.4070 Office Supplies	3,000.00	3,000.00	-
E.4080 Books & Journals	750.00	750.00	-
E.4090 Printing & Publishing	6,500.00	6,000.00	(500.00)
E.4110 Rent	64,000.00	64,000.00	-
E.4120 Telephone	4,000.00	4,000.00	-
E.4121 Internet	1,500.00	1,000.00	(500.00)
E.4130 Travel	10,000.00	10,000.00	-
E.4140 Equipment Repairs	500.00	500.00	-
E.4150 Postage	3,500.00	3,000.00	(500.00)
E.4160 Miscellaneous	1,000.00	1,000.00	-
E.4170 Payroll Services	1,800.00	1,900.00	100.00
E.4190 Contingent Fund	1,000.00	1,000.00	-
E.4200 Insurance-General	1,500.00	1,500.00	-
E.4210 Meeting Expenses	2,000.00	2,000.00	-
E.8010 NYS Retirement	66,000.00	70,000.00	4,000.00
E.8030 FICA	30,000.00	31,000.00	1,000.00
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	2,500.00	-
E.8050 Ins.-Health	80,000.00	80,000.00	-
E.8060 Ins.-Unemployment	1,200.00	1,200.00	-
E.8070 Prof. Memberships	1,000.00	1,000.00	-
E.8080 Continuing Education	1,000.00	1,000.00	-
<i>Gross Expenses</i>	\$ 694,750.00	\$ 706,350.00	\$ 11,600.00
<i>Net Operating Income</i>	\$ (37,184.00)	\$ (49,284.00)	.
A825 Fund Balance-Reserved			-
A909 Fund Balance-Unreserved	37,184.00	49,284.00	.
<i>Net Income</i>	\$ -	\$ -	\$ -

2000 & 2010 Population By County

	2000 Population	Percent of Total	2010 Population	Percent of Total
Albany County	294,565	37.1%	304,204	36.3%
Rensselaer County	152,538	19.2%	159,429	19.0%
Saratoga County	200,635	25.3%	219,607	26.2%
Schenectady County	146,555	18.4%	154,727	18.5%
Total	794,293	100.0%	837,967	100.0%

Actual 2011 and Proposed 2012 County Contribution Based on Population

	2011 Contribution	Percent of Total	2012 Contribution	Percent of Total
Albany County	\$76,197	37.1%	\$74,590	36.3%
Rensselaer County	\$39,458	19.2%	\$39,091	19.0%
Saratoga County	\$51,900	25.3%	\$53,847	26.2%
Schenectady County	\$37,911	18.4%	\$37,938	18.5%
Total	\$205,466	100.0%	\$205,466	100.0%

County Contributions 2002-2011

	2002-03 Contributions	2004-09 Contributions	2010-2011 Contributions
Albany County	\$87,901	\$84,663	\$76,197
Rensselaer County	\$45,491	\$43,842	\$39,458
Saratoga County	\$57,666	\$57,666	\$51,900
Schenectady County	\$42,517	\$42,123	\$37,911
Total	\$233,575	\$228,294	\$205,466



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

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

MEMORANDUM (#11-17)

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To: Commissioners

From: Rocky Ferraro, Executive Director

Date: July 12, 2011

Re: HUD Sustainable Communities Regional Planning Grant

The U.S. Department of Housing and Urban Development (HUD) recently announced the release of a second round of funding for the Sustainable Communities Regional Planning Grant Program. The advanced NOFA indicates that \$67 million will be available to support two program categories: 1. The creation of Regional Plans for Sustainable Development, and 2. Detailed Execution Plans and Programs. Despite not being selected under the first round, the consortium partners, believe that by fine-tuning our original application, we will be more competitive under this new round of funding.

The grant program is a centerpiece of the Interagency Partnership for Sustainable Communities, an initiative jointly implemented by HUD, the US Department of Transportation (DOT), and the US Environmental Protection Agency (EPA). Similar to the first round, the Program is based on six Livability Principles. The program translates the Livability Principles into strategies that direct long term development and re-investment, address issues of regional significance, and engage stakeholders and citizens in meaningful decisions making roles. The following are the six Livability Principles:

1. Enhance transportation choices
2. Promote affordable housing
3. Enhance economic competitiveness
4. Support existing communities
5. Coordination/Collaboration/Leveraging
6. Value communities and neighborhoods

The grant program is designed to create and support regional plans that integrate housing, land use, economic and workforce development, climate change and energy efficiency, and transportation and infrastructure investments. CDRPC and all of the partners see this as an opportunity to augment the ground breaking work underway in the Capital Region by establishing a blue print for working collaboratively and engaging stakeholders to realize our mutual goals during the next several decades to achieve a sustainable future in the Capital Region.

The NOFA outlines three geographic ranges. The Capital Region falls under the Large Metropolitan Region category which includes those metropolitan areas with a population greater than 500,000. The minimum grant amount is \$500,000 and the maximum is \$5,000,000. The grant period shall not exceed 36 months. We anticipate applying for a grant of up to \$3,000,000.

The NOFA emphasizes the importance of establishing coordinated intergovernmental planning, and to secure agreements among the jurisdictions, regional planning units, state government, public authorities, nonprofit organizations and educational institutions to develop the regional plan.

Though CDRPC will be the lead applicant, a strong consortium partnership has been established that includes the four principal cities (Albany, Schenectady, Troy, and Saratoga Springs), the four counties, the Capital District Transportation Committee (CDTC) the Center for Economic Growth (CEG), the Capital Region Affordable Housing Partnership, and the University at Albany. Other partners, including the Government Law Center, State agencies and non-profit organizations, have expressed strong support and willingness to assist in the preparation of the Regional Plan. The support and commitment of all the stakeholder partners will be crucial throughout the planning process of preparing the Regional Plan.

The application has two parts, a pre-application and full application submittal. The pre-application requires the submittal of a narrative statement identifying the population and geographic coverage of the project area, the amount of HUD funds requested, and the list of intended consortium partners. Upon the review of the pre-application by HUD to confirm eligibility, HUD will notify applicants to submit a full application, which will include the program narrative and related forms. The tentative pre-application deadline is July 21st. The full application deadline will be 30 to 45 days after the pre-application deadline. Though the grant program is once again expected to be highly competitive, we are optimistic that our proposal can be successful.

Commission action is being requested to submit a pre-application to HUD for a Sustainable Communities Regional planning Grant.



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MEMORANDUM (#11-18)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: July 12, 2011

Re: 2010 Decennial Census

Additional demographic data from the 2010 Census has been released by the Census Bureau since the May Commission meeting when the Total Population and Population by Race and Hispanic Origin for the Capital Region were presented. At the July Commission meeting, data about the Number of Persons by Age Group and the Number of Households by Household Type will be presented.



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MEMORANDUM (#11-19)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: July 12, 2011

Re: Long Term Control Plan – Combined Sewer Overflow Study

The fourth and final Public Meeting was held at Hudson Valley Community College on June 1, 2011. Approximately 40 people attended the event, including the US EPA and staff from the offices of Senator Tonko and Assemblyman Reilly. Questions and comments revolved around concern over the anticipated sewer rate increases and the State fecal coliform standard.

Throughout the month of June, staff was actively involved in reviewing the Long Term Control Plan (LTCP) and associated appendices. Per the CSO SPDES permit requirements, the Albany Pool Joint Venture Team (APJVT) submitted the draft LTCP to NYS DEC on June 30.

Extensive sampling and modeling efforts have been undertaken as part of this study, which resulted in a series of surprising conclusions regarding the effects of Combined Sewer Overflows on the Hudson River and the best methods of positively impacting water quality. It is expected that improvements to the continuous sources of bacteria to the River, such as waste water treatment plants, tributaries and headwaters, will provide more effective bacteria-based water quality improvements than reductions in intermittent CSO wet weather discharges. It is believed that the 2008-2009 improvements to the Patroon Creek; disinfection at the Albany North, Albany South and Rensselaer County waste water treatment plants; and improvements to the headwaters through disinfection projects north of the study area (currently underway) will meet water quality standards during the recreational season.

The \$109.7 million recommended LTCP elements include:

- Disinfection at WWTPs, \$16.0 million
- WWTP Process Improvements, \$15.8 million
- BMPs/System Optimization, \$15.7 million
- Sewer Separation Projects, \$32.1 million
- Floatables Control Facilities, \$25.8 million
- Tributary Enhancements, \$2.8 million
- Additional Pool-Wide Projects, \$1.5 million

At this time, there is general agreement for an inter-municipal strategy to implement the projects identified in the Long Term Control Plan. Any inter-municipal arrangement would have to be sensitive to cost sharing arrangements among the communities. A Shared Municipal Services grant from the New York State Department of State will be sought to investigate various inter-municipal management structure options. While the proposed implementation costs are considerably less than initially anticipated, they will result in significant sewer rate increases within the six Albany Pool Communities. In an attempt to control rate increases, the Plan proposes a 15 year implementation schedule.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT

May 8, 2011 to July 10, 2011

A. ADMINISTRATION

1. The 2011 Q2 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. Having received an invitation from EDA to apply for the second year of a three-year Planning Grant, Commission staff are preparing the necessary application materials.
3. The 604(b) Water Quality contract with DEC was approved for another 4 years though the financial authorizations will be made annually based on available funds.
4. The independent audits of the accounts of CDRPC, the CSO project, and CDYCI were completed. Presentations were made to the CDRPC Board and CDYCI Board at the May meetings. No changes were required as a result of the two audits.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES

1. The staff responded to approximately 148 call-in and e-mail data requests during the reporting period.
2. Through June of 2011, CDRPC's website had received 637,014 page hits, up 74% over the first half of 2010; and 42,032 visitors, up 52% 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. As part of this work, staff has collected and processed landcover data from 2001 and 2006 and extracted areas of new development that occurred during those years and from 1996 to 2006.
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, as well as the demographic profiles from the SF1 release.

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 how to access these data sets with the Census Bureau's new American FactFinder 2.
7. Due to the complexity of the new American FactFinder2, the Census Bureau's program for accessing data, the staff has spent considerable amount of time assisting dozens of callers on how to access the data.
8. 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.
9. CDRPC (Rocco Ferraro) is a member of the Executive Committee of the Mighty Waters Task Force established by Congressman Tonko. The second Mighty Waters conference was held at RPI on June 8th and included a staff presentation on the findings of the CSO project.

WATER QUALITY PLANNING

1. The Staff has continued work on the 604(b) water quality program. Staff prepared and submitted a four year work plan (2011-2015) to NYS DEC during this reporting period. 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 focused on stormwater and Green Infrastructure to aid MS4 communities in meeting their permit obligations.
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.
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 11-19).

TRANSPORTATION AND LAND USE

1. The staff continues to participate on CDTC's Planning Committee, Bike/Ped Taskforce, Capital District Clean Communities Coalition and the Regional Linkage Forum.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

2. Staff continues to make public presentations on issues related to regional planning and regional development.
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 Multimodal Transportation Corridor Study.
5. CDRPC hosted a spring Planning and Zoning Workshop at Hudson Valley Community College on June 15. The event was attended by 150 people. Sessions included: Green Infrastructure 101; Green Infrastructure projects in Syracuse and Philadelphia; the Stormwater Design Manual and local law issues; the Stormwater Design Manual calculations; Asset Management; and Walkable Communities and Complete Streets
6. Staff has continued 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.
7. Staff is preparing to reapply for the HUD Sustainable Communities Regional Planning Grant. As of this date, a preliminary NOFA has been released with a final notice pending and expected mid-July. A consortium of regional partners is being re-assembled to undertake strategies for addressing housing, economic development, green infrastructure, smart growth, climate change/energy efficiency, access to healthy food/local food, and public outreach (See Memo 11-17).

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate (based on the re-configured 16 bed facility) was 92.9% for the month of May and 75% for June, 2011.
2. Billings to the counties using the facility were computed and sent out through June 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.
2. Staff continues to work on Foreign-Trade Zone activities. Staff attended the National Association of Foreign-Trade Zones spring conference, where sessions concentrated on

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

the proposed revised regulations and Grantee legal responsibilities. Staff assisted NYSERDA with information for a marketing campaign aimed at current tenants.

3. The May/June Issue of *Capital District Data* has been published. The issue includes 2010 building permit issuances, and 2011 income limits for HUD programs.

MEETINGS:

- 5/9/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 5/9/11 Ferraro: Menands rezoning Study Steering Committee meeting.
- 5/10/11 Ferraro & Shannon: CSO LTCP Citizen Advisory Committee meeting.
- 5/10/11 Ferraro: Mohawk Valley Trails Committee meeting.
- 5/11/11 Shannon: Meeting with Connor McGrath, City of Troy re MS4 Annual Report.
- 5/11/11 Ferraro: Erie Canalway Heritage Corridor Awards Committee meeting.
- 5/11-5/13 King: New York State Data Center Affiliates spring conference.
- 5/13/11 Ferraro: Capital District Library Council Trustees meeting.
- 5/12/11 Shannon: Saratoga County MS4 Coordinators' meeting.
- 5/12/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 5/14-17/11 Shannon: National Association of Foreign-Trade Zones spring conference.
- 5/17/11 Fabozzi: Town of Wilton Exit 16 Linkage Study Advisory Committee meeting.
- 5/17/11 Ferraro: Canal Recreationway Commission meeting.
- 5/18/11 Shannon: Hosted and attended the Center for Watershed Protection Webinar on Ultra Urban Stormwater GI.
- 5/18/11 Shannon: HVCC spring conference session planning meeting.
- 5/20/11 Ferraro: NYS Regional Greenhouse Gas Initiative Advisory Board meeting.
- 5/24/11 Shannon: EPA webinar on federal Green Infrastructure Activities Update.
- 5/26/11 Shannon: Stormwater Coalition of Albany County meeting.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 5/27/11 Ferraro: Clifton Park Town Center Advisory Committee meeting.
- 6/1/11 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 6/1/11 Ferraro: Saratoga PLAN TDR Study Advisory Committee meeting.
- 6/1/11 Ferraro & Shannon: CSO LTCP Public Meeting.
- 6/2/11 Shannon: HVCC spring conference session planning meeting.
- 6/2/11 Ferraro & King: Meeting with Ray Coluciello, Albany City School District re. enrollment projections.
- 6/3/11 Ferraro & Shannon: HVCC spring conference session planning meeting with NYS DEC.
- 6/3/11 Fabozzi: Albany County Water Quality Coordinating Committee meeting, Voorheesville.
- 6/6/11 Ferraro & Shannon: Tivoli Lake planning meeting with the City of Albany and the Albany County Sewer District.
- 6/7/11 Ferraro: Clifton Park Town Center Public Design Workshop.
- 6/7/11 Ferraro: Mighty Waters Conference; Panelist re: CSO Project.
- 6/8/11 Fabozzi: Mighty Waters Conference, RPI.
- 6/9/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 6/10/11 Ferraro: Capital District Library Council Trustee meeting.
- 6/10/11 Ferraro, Fabozzi & King: Meeting with Central Ave. BID regarding census data.
- 6/10/11 Ferraro & Shannon: HVCC spring conference session planning meeting.
- 6/13/11 Ferraro: Menands Broadway Corridor Rezoning Steering Committee meeting.
- 6/15/11 Ferraro, King, Reinhart & Shannon: HVCC Spring Planning & Zoning Conference.
- 6/15-16/11 Fabozzi: NYS GeoSpatial Summit, Skaneateles.
- 6/16/11 Ferraro: U-Albany Community Engagement seminar.
- 6/16/11 Shannon: Saratoga County MS4 Coordinators' meeting.
- 6/16/11 Ferraro & King: CDPA luncheon presentation on 2010 Census, American Community Survey, and American FactFinder.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 6/17/11 Ferraro: Mohawk-Erie Multi-Modal Transportation Corridor Study Advisory Committee meeting.
- 6/20/11 Fabozzi: Meeting with Jim Masi from the Schenectady School District regarding attendance zone map amendments.
- 6/20/11 King: US Census Bureau webinars: American FactFinder 2.
- 6/21/11 Shannon: Rensselaer County MS4 Coordinators' meeting.
- 6/21/11 Fabozzi: Mohawk River Watershed Technical Advisory Committee meeting, Canajoharie.
- 6/22/11 Ferraro: DEC Water Management Advisory Committee meeting.
- 6/23/11 Shannon: Stormwater Coalition of Albany County meeting.
- 6/23/11 King: Capital District Clean Communities Coalition meeting.
- 6/23/11 Ferraro: Guardian House Ribbon Cutting ceremony.
- 6/24/11 Ferraro: NYSARC 0045ecutive Director's meeting.
- 6/28/11 Ferraro, Fabozzi & King: Meeting with key grant consortium partners to discuss reapplying for the HUD Sustainable Communities Regional Planning Grant
- 7/5/11 Fabozzi: Mohawk River Watershed GIS Subcommittee phone conference.
- 7/6/11 Fabozzi: CDTC Planning Committee meeting.
- 7/7/11 Ferraro & King: Meeting with Academy of the Holy Names and Mosaic Associates Architects re. demographic study.