



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

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Donna M. Reinhart

COMMISSION MEETING

8:30 am, Wednesday, October 19, 2011

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

AGENDA

1. Welcome/Introduction of Guests
2. July 20th 2011 Meeting Minutes*
3. Appointment of Nominating Committee by Chair
4. Financial Statement through September 30th 2011 (Memo 11-20)*
5. HUD Sustainable Communities Regional Planning Grant Submittal (Memo 11-21)
6. NYSEDA Climate Smart Communities Grant Award (Memo 11-22)
7. NYSEDA Cleaner Greener Communities Grant Proposal (Memo 11-23)*
8. Capital Region Economic Development Council (Memo 11-24)
9. LTCP - CSO Update (Memo 11-25)
10. Staff Activity Report
9. Other Business
10. Next Commission Meeting Date: December 21st, 8:30 am

*Formal Board Action Anticipated

COMMISSION MEETING

July 20, 2011

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

MINUTES

PRESENT: Bill Bruce, John Graziano, Lucille McKnight, Judy Breselor, Stan Brownell, Mike Stammel, Fred Acunto, Phil Barrett, John Murray, Paul Sausville, Gary Hughes, Barbara Mauro

ABSENT: John Brown, Michael Whalen, Leon Fiacco, James Shaughnessy, Jason Kemper, Robert Godlewski, Michael Petta, David Vincent

PRESIDING: Bill Bruce, Vice Chair, called the meeting to order at 8:35 am.

1. Welcome/Introduction of Guests

There were no guests in attendance.

2. May 25, 2011 Meeting Minutes

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

Action Taken

Jack Murray made a motion to approve the minutes and Lucille McKnight seconded. The minutes were approved unanimously.

3. Financial Statement through June 30, 2011

The financial statement represents activities through June 30, 2011. The revenues are at 52.4% and the expenses are at 43.7%. There is approximately \$116,493 cash in the bank and outstanding receivables totaling \$119,684.

Invoices were sent to each of the four counties and the second quarter invoices were prepared for the CDYCI, Combined Sewer Overflow, Water Quality, and the UPWP work programs.

Action Taken

Lucille McKnight made a motion to approve the Financial Statements as presented and Stan Brownell seconded. The motion was approved unanimously.

4. 2012 Proposed Preliminary Budget

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. 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. Due to the changes in the 2010 Census, the 2012 proportionate share per county will be adjusted appropriately. Albany County's contribution will change from \$76,197 in 2011 to \$74,590 in 2012, Rensselaer County will change from \$39,458 in 2011 to \$39,091 in 2012, Saratoga County will change from \$51,900 in 2011 to \$53,847 in 2012 and Schenectady County will change from \$37,911 in 2011 to \$37,938 in 2012. The county contributions have steadily gone down since 2002.

The CSO LTCP study was submitted to DEC on June 30 and we are anticipating a continued role. 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 is 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 health insurance for 2012 assumes a 15% increase in health premium costs and the NYS Retirement assumes that the 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 taken from the Unreserved Fund Balance account which had a balance of \$315,504 on January 1, 2011. For the 2011 budget, it was anticipated that \$30,000 would be taken from the Unreserved Fund Balance, however the amount will likely be closer to \$10,000.

Action Taken

Jack Murray made a motion to approve the Proposed 2012 Preliminary Budget as presented and Lucille McKnight seconded. The motion was approved unanimously.

5. HUD Sustainable Communities Regional Planning Grant

The US Dept of 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 parts, a pre-application and full application submittal.

The grant program is designed to create and support regional plans and integrate housing, land use, economic and workforce development, climate change and energy efficiency, and transportation and infrastructure investments.

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 maximum is \$5,000,000. We anticipate applying for a grant of up to \$3,000,000. The grant period shall not exceed 36 months.

CDRPC will be the lead applicant along with a strong consortium partnership that includes the four principal cities, the four counties, the CDTC, 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.

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 21. The full application deadline will be 30 to 45 days after the pre-application deadline. The final NOFA has not been released yet.

Rocky is seeking Commission approval to submit a pre-application to HUD for a Sustainable Communities Regional planning grant and to proceed with the full application.

Bill Bruce requested that a copy of the pre-application and a list of the partners involved be sent to each commission member. Rocky will send out that information once the pre-application is submitted.

Action Taken

Judy Breselor made a motion to authorize Rocky to move forward with the submittal of the pre-application to HUD and Fred Acunto seconded. The motion was approved unanimously.

6. 2010 Decennial Census Presentation

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

A copy of the presentation is included.

7. LTCP – CSO Update

The draft LTCP was submitted to NYS DEC on June 30, 2011. 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 of 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.

The cost of the project is approximately \$110 million, which the six communities are responsible for. The recommended LTCP elements include; Disinfection - \$16 million, BMPs/System Optimization - \$15.7 million, Sewer Separation Projects - \$32.1 million, Floatables Control Facilities - \$25.8 million, Tributary Enhancements - \$2.8 million and Additional Pool-Wide Projects - \$1.5 million.

There is general agreement within the six communities for an inter-municipal strategy to implement the projects identified in the Long Term Control Plan. A Shared Municipal Services grant from the New York State Department of State will be sought to investigate various inter-municipal management structure options. In an attempt to control rate increases, the Plan proposes a 15 year implementation schedule.

Mike Stammel inquired when the communities will be aware of their financial responsibility. Once the plan is approved by DEC, the communities are required to implement the plan.

Fred Acunto inquired if there are potential issues for Saratoga County and those communities upstream to incur costs as part of the LTCP. The LTCP is specific to the Albany Pool Communities. The Town/Village of Waterford has their own LTCP and as long as they continue to implement the plan, there should be limited to no issues upstream.

8. Staff Activity Report

Rocky informed the Commission that the Capital District Youth Center, Inc. is in the process of accepting bids for a new roof. The bids are due next Tuesday, July 26, 2011.

9. Other Business

There was no other business at this time.

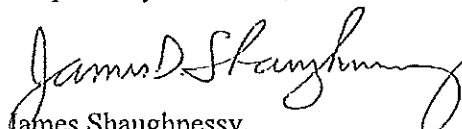
10. Next Meeting Date

The next CDRPC Commission meeting is scheduled for October 19, 2011 at 8:30am.

Adjournment

Jack Murray made a motion to adjourn the meeting and Gary Hughes seconded. The motion was accepted unanimously.

Respectfully submitted,


James Shaughnessy,
Secretary



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MEMORANDUM (#11-20)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 11, 2011
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through September 2011. Through the first nine months of the fiscal year, revenues are at 81.1% of the budgeted amount and expenses are at 65.3%.

Fourth quarter invoices were sent to Saratoga and Schenectady Counties.

Third quarter invoices were also prepared for the CDYCI, Combined Sewer Overflow, Water Quality, Community Gardens (Dept of Health) and the UPWP (Transportation) work programs.

As noted on the Statement of Financial Condition, on September 30th we had \$169,017 cash in the bank and outstanding receivables totaling \$112,090. We also have three 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
155919	\$ 35,015.10	November 16, 2011
Total: \$ 87,723.11		

CDRPC 2011 Income Statement

Account	2011 Budget	Jul 11	Aug 11	Sep 11	Year-to-Date	Balance	YTD %
2011 REVENUE							
R2390.1 Albany County	\$ 76,197.00	\$ 38,098.50	\$ -	\$ -	\$ 76,197.00	\$ -	100.0%
R2390.2 Rensselaer County	39,458.00	19,729.00	-	-	39,458.00	-	100.0%
R2390.3 Saratoga County	51,900.00	12,975.00	-	-	38,925.00	12,975.00	75.0%
R2390.4 Schenectady County	37,911.00	9,477.75	-	-	28,433.25	9,477.75	75.0%
R2401.0 Interest & Earnings	2,000.00	19.56	91.11	25.62	255.42	1,744.58	12.8%
R2770.1 Miscellaneous	100.00	-	-	-	37.95	62.05	38.0%
R2770.3 Contractual Services	25,000.00	-	-	700.00	3,700.00	21,300.00	14.8%
R2770.4 FTZ#121	30,000.00	6,250.00	-	-	25,000.00	5,000.00	83.3%
R2770.5 Conferences	6,000.00	570.00	150.00	120.00	3,720.00	2,280.00	62.0%
R2770.6 CDYCI	80,000.00	-	-	20,000.00	60,000.00	20,000.00	75.0%
R3900.6 CSO Grant	50,000.00	-	-	5,750.62	40,703.95	9,296.05	81.4%
R3900.7 Health Dept	25,000.00	-	-	6,091.27	6,091.27	18,908.73	24.4%
R4000.2 EDA	70,000.00	-	-	25,559.47	60,559.47	9,440.53	86.5%
R4000.3 Water Quality	54,000.00	-	-	13,192.17	47,757.99	6,242.01	88.4%
R4000.4 UPWP	110,000.00	-	-	29,946.07	102,694.63	7,305.37	93.4%
Gross Revenue	\$ 657,566.00	\$ 87,119.81	\$ 241.11	\$ 101,385.22	\$ 533,533.93	\$ 124,032.07	81.1%
2011 EXPENSE							
E.1010 Salaries	\$ 378,000.00	\$ 31,437.28	\$ 31,437.28	\$ 31,437.28	\$ 282,935.52	\$ 95,064.48	74.9%
E.1030 Temporary Services	-	-	-	-	-	-	
E.2010 Office Equipment	4,000.00	229.00	229.00	-	1,603.00	2,397.00	40.1%
E.2020 Furniture & Furnishings	1,000.00	-	-	-	-	1,000.00	0.0%
E.4020 Workshops & Conferences	6,000.00	-	-	-	4,995.00	1,005.00	83.3%
E.4030 Consultant Services	11,000.00	7,715.00	-	-	8,000.00	3,000.00	72.7%
E.4040 Agency Memberships	4,500.00	2,000.00	-	-	3,450.00	1,050.00	76.7%
E.4051 Computer Supplies/Software	5,500.00	-	18.50	-	3,583.50	1,916.50	65.2%
E.4055 Data Purchases	500.00	-	-	-	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	327.11	65.70	119.57	1,615.28	1,384.72	53.8%
E.4080 Books & Journals	750.00	-	-	37.70	288.81	461.19	38.5%
E.4090 Printing & Publishing	6,500.00	523.00	-	-	1,627.22	4,872.78	25.0%
E.4110 Rent	64,000.00	4,912.51	4,948.03	4,925.64	49,371.72	14,628.28	77.1%
E.4120 Telephone	4,000.00	290.91	290.62	258.42	2,740.17	1,259.83	68.5%
E.4121 Internet	1,500.00	36.85	36.85	77.91	569.67	930.33	38.0%
E.4130 Travel	10,000.00	145.18	-	2,566.28	6,107.36	3,892.64	61.1%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	3,500.00	196.08	(71.64)	300.00	1,580.85	1,919.15	45.2%
E.4160 Miscellaneous	1,000.00	(90.03)	-	-	260.24	739.76	26.0%
E.4170 Payroll Services	1,800.00	138.10	142.50	142.50	1,339.50	460.50	74.4%
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	12.48	65.98	20.97	598.89	1,401.11	29.9%
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	21,906.36	8,093.64	73.0%
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	-	-	-	1,775.60	724.40	71.0%
E.8050 Ins.-Health	80,000.00	5,636.82	5,636.82	5,636.82	56,574.05	23,425.95	70.7%
E.8060 Ins.-Unemployment	1,200.00	-	133.23	-	540.59	659.41	45.0%
E.8070 Prof. Memberships	1,000.00	-	-	-	395.00	605.00	39.5%
E.8080 Continuing Education	1,000.00	-	-	275.00	275.00	725.00	27.5%
Gross Expenses	\$ 694,750.00	\$ 55,944.33	\$ 45,366.91	\$ 48,232.13	\$ 453,591.54	\$ 241,158.46	65.3%
Net Operating Income	\$ (37,184.00)	\$ 31,175.48	\$ (45,125.80)	\$ 53,153.09	\$ 79,942.39		
A909 Fund Balance-Unreserved	37,184.00	-	-	-	-		
Net Income	\$ -	\$ 31,175.48	\$ (45,125.80)	\$ 53,153.09	\$ 79,942.39		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition September 30, 2011

Assets

Cash — Checking	\$	30,236.59
Cash — Money Market		138,780.30
Cash — Certificates of Deposit		87,723.11
Petty Cash		200.00
Net Due from Private Persons/Organizations		26,091.27
Due from State & Federal Governments		68,976.52
Due from Other Governments		17,022.17
Prepaid Expenses		856.99
Carryover Revenue		-
<i>Sub-Total: Assets</i>	\$	<u>369,886.95</u>
Expenses — Year-to-Date		<u>453,591.54</u>

Total \$ 823,478.49

Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		-
Deferred Project Revenue		(25,559.47)
Fund Balance — Unrestricted		315,504.03
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>289,944.56</u>
Revenue — Year-to-Date	\$	<u>533,533.93</u>

Total \$ 823,478.49

Net Income (Loss) \$ 79,942.39



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MEMORANDUM (#11-21)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 11, 2011

Re: HUD Sustainable Communities Regional Planning Grant

The following is a Fact Sheet of Information about the Sustainable Communities Regional Planning Grant Fact Sheet submitted by CDRPC, as the lead applicant, to HUD on October 4th. This grant program is an initiative jointly implemented by HUD, the US Department of Transportation (DOT), and the US Environmental Protection Agency (EPA) and is designed to create and support Regional Plans that integrate housing, land use, economic and workforce development, transportation and infrastructure investments. \$67 million will be awarded nationwide under this second round of funding. Though CDRPC will be the lead applicant, a strong consortium of 42 partners has been established that includes the public, private, and nonprofit sectors. 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 to realize our mutual goals during the next several decades to achieve a sustainable future in the Capital Region.

Coverage Area: Albany, Rensselaer, Saratoga, and Schenectady Counties

Objective: To prepare a Capital District Sustainable Communities Regional Plan that meets the following Grant Program goals consistent with HUD's Livability

Principles:

1. Enhance transportation choices
2. Promote equitable affordable housing
3. Enhance economic competitiveness
4. Support existing communities
5. Coordinate policies and leverage investment
6. Value communities and neighborhoods

Proposed Initiatives: In order to address these broad goals, the Plan will undertake the following interrelated initiatives:

1. Sustainable Settlement Patterns in coordination with the New Visions 2030 Transportation Plan Update
2. Green Infrastructure, Open Space, and Community Food Assessment
3. Quality Affordable Housing
4. Sustainable Economic Development to compliment and coordinate the efforts of the Capital Region Economic Council with special emphasis on small business development and job training
5. Energy Conservation and Climate Change complimentary to the NYSERDA initiatives to reduce greenhouse gas emissions

Grant Consortium Partners (Co-Applicants committed to undertake defined tasks and provide specified in-kind match):

- Capital District Regional Planning Commission (Lead Applicant)
- Affordable Housing Partnership of the Capital Region
- Behan Planning & Design
- Capital District Community Loan Fund
- Capital District Transportation Committee
- Center for Economic Growth
- Capital District Community Gardens
- CARES
- Erie Canalway National Heritage Corridor
- University @ Albany, SUNY

An additional 32 partners have agreed to in writing to participate and provide staff support as necessary to complete the defined tasks included in the proposal.

Total Project Costs: \$4,345,873 of which \$2,400,000 is the HUD share with the remaining provided through in-kind matches among the consortium partners. CDRPC's requested amount from HUD totals \$543,500 with a match of \$187,500.

Time Frame: 3 years



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MEMORANDUM (#11-22)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 11, 2011

Re: NYSERDA Climate Smart Communities Grant Award

I'm pleased to announce that NYSERDA is "interested in further pursuing" the proposal we submitted in April to provide services under the Climate Smart Communities Regional Coordinators Pilot Program. The grant is for approximately \$322,000 for the first year. If agreement can be reached with NYSERDA on a scope of work, budget, and timeframe, the project team will consist of CDRPC and the consulting firms of VHB and Climate Action Associates. Both firms are very familiar and knowledgeable about the Climate Smart Communities Program and are currently under contract with the City of Albany's Office of Sustainability.

Proposed activities which are subject to refinement upon completion and approval of the mutually acceptable Scope of Work include the following:

- Develop 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.
- Develop a Regional Climate Smart Communities (CSC) Plan/Strategy
- Provide Regional Education, Outreach & Support
- Market the CSC Program & Recruit Climate Smart Communities
- Work with the Communities to Implement their Action Plans, including identifying "Anchor" Projects

NYSERDA has defined this as a three year program but can commit funds to only the first year at this time. NYSERDA anticipates receiving additional funding for the program as well as providing further clarification of how it will parallel the activities proposed under Governor Cuomo's recently announced Cleaner Greener Communities Grant Program.



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MEMORANDUM (#11-23)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 11, 2011

Re: NYSERDA Cleaner Greener Communities RFP

Governor Cuomo recently announced a multi stage competitive grant program designed to encourage communities to develop regional sustainable growth strategies. In the first stage, a total of \$9.6 million is available to prepare comprehensive Regional Sustainability Plans and to identify the activities or types of projects needed to achieve the Plan's objectives. Funding will be available for up to \$1 million to each of the ten regions established by the Governor to prepare the Plan. Only one award will be made per region. In the second phase of the program, up to \$90 million will be made available statewide to implement the projects identified in each Plan.

The Regional Sustainability Plan shall include the following elements:

- A baseline assessment of the region including inventories of greenhouse gas emissions and energy use.
- Short and long term sustainability goals including greenhouse gas reductions and sustainability goals for energy supply, transportation, water management, waste management, land use, open space, agriculture, housing, and economic development.
- Defined actions to achieve the goals including metrics of progress and co-benefits such as job creation and taxpayer savings.
- An implementation plan showing how municipalities will collaborate and meet their targeted milestones. The Plan must be completed within 8 months of contract signing.

Stakeholder involvement is required throughout the plan development and implementation. However, despite its emphasis on regional strategies, only municipalities (counties, cities, towns and villages) are eligible to apply. A meeting was held on Monday, October 3rd with interested municipalities located within the 8 county Capital Region Economic Development Council region to gauge interest in the program. It was agreed to by those in attendance that a single application be submitted with the City of Albany being the lead applicant. The application deadline, submitted through the Consolidated Funding Application process, is October 31st.

Commission action is requested to support this application and work with the City of Albany and all of the Capital Region communities in the preparation of the Regional Sustainability Plan per the requirements outlined in the Cleaner Greener RFP. CDRPC's specific role in the Plan's preparation, including the level of financial support, remains a work in progress.



FTZ #121

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

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MEMORANDUM (#11-24)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: October 11, 2011
Re: Capital Region Economic Development Council

As you are all aware, the Governor has appointed members to serve on each of 10 Economic Councils he has created across New York State whose mission *"is to create a new operating model for New York State government that will stimulate economic development in every region and improve the business climate statewide."* The Capital Region Economic Development Council includes the counties of Albany, Columbia, Greene, Rensselaer, Saratoga, Schenectady, Warren, and Washington.

The membership of the councils consists of representatives from the public, private, and not for profit sectors. The Capital Region Council is co-chaired by Dr. Shirley Jackson, the President of RPI and Michael Castellana, the President and CEO of SEFCU.

Though not appointed as a member of the Council, I have been asked to participate on several of the working groups that have been created by the Council. At the Commission meeting I will provide a status report of these activities.



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MEMORANDUM (#11-25)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: October 11, 2011

Re: Long Term Control Plan – Combined Sewer Overflow Study

The CSO Long Term Control Plan was submitted to NYS DEC on June 30, 2011. To date, no information has been forthcoming on the NYS DEC review.

CDRPC Staff submitted final grant invoices for the grants and all reimbursements have been received and processed. The final Minority-Women Business Enterprise reports have been submitted to NYS DEC. All invoices received to date have been paid. It is anticipated that there will be one more invoice from the Joint Venture Team and there are sufficient funds in the CSO account to cover remaining expenses.

NYS DOS has informed CDRPC that they expect to release grant applications for another round of SMSI. CDRPC will be preparing an application for funding to explore alternative organizational arrangements for Phase II of the CSO project.

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STAFF ACTIVITY REPORT July 11, 2011 to October 9, 2011

A. ADMINISTRATION

1. The 2011 Q3 billings are being prepared for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, the CSO administrative contract, and the Community Gardens project.
2. CDRPC received approval from EDA for the second year of its three-year Planning Grant.
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.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES

1. The staff responded to approximately 80 call-in and e-mail data requests during the reporting period.
2. Through September of 2011, CDRPC's website had received 945,642 page hits, up 66% over the first three quarters of 2010; and 62,067 visitors, up 50% 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.
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.
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.

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7. Due to the complexity of the new American FactFinder2, the Census Bureau's program for accessing data, the staff has spent a 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 a presentation was made to the governing bodies of both. A final report is expected to be submitted shortly to NYS DOS. 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.
10. Staff prepared a demographic and enrollment projection report for the Academy of Holy Names, a Catholic K-12 all-girls school in Albany. The report, prepared under separate contract, was done in conjunction with a master planning study carried out by Mosaic Associates Architects.

WATER QUALITY PLANNING

1. The Staff has continued work on the 604(b) water quality program. Staff prepared and submitted a one year work plan and budget (2011-2012) 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. A lake restoration study of Tivoli Lake is proposed in the work plan and staff met with most of the Tivoli Lake stakeholders to discuss the proposed scope of work. NYS DEC requires us to actively seek a Minority and Women Business Enterprise approved engineers and landscape architects for the Tivoli Lake project. Staff are nearing completion of a review of M-WBE firms.
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 also serving on the GIS, Public Outreach, and Watershed Assessment Framework 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 11-25).

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.

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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 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. 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.
6. Staff has submitted an application to reapply for the HUD Sustainable Communities Regional Planning Grant. As part of this effort, a consortium of forty-two regional partners was 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 11-21).

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate (based on the re-configured 16 bed facility) was 98.2% for the month of July and 91.9% for August, 2011.
2. Billings to the counties using the facility were computed and sent out through July 2011. A new reporting procedure was recently put in place by Berkshire Farms, and due to a number of discrepancies, the August and September billings have been delayed. A meeting has been scheduled with representatives from Berkshire Farms to address our concerns.

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 annual conference, where sessions concentrated on the proposed revised regulations, the new online annual reporting system, Grantee legal responsibilities and international trade updates. Staff received two inquiries about the Zone during this quarter, one from Albany County and another from Warren County.

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3. The July/August issue of *Capital District Data* was prepared, printed, and posted to the website. The issue includes the 2008 IRS migration data for the Region and its counties.
4. Commission staff have been assisting the State's Capital Region Economic Development Council in preparing the regional plan by providing extensive 8-county regional data and maps. The Executive Director serves on the Council's Strategic Plan Work Group and is providing technical support to the Issues and Opportunities Work Group and the Metrics Work Group (See Memo 11-24).

MEETINGS:

- 07/11/11 Fabozzi: Meeting with Schenectady Schools regarding attendance zone maps.
- 07/11/11 Ferraro: Saratoga Affordable Housing Inc. Board meeting
- 07/12/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 07/12/11 Shannon: Rensselaer County MS4 Coordinators' meeting.
- 07/13/11 Shannon: CWP Webinar: Addressing Numerical Goals, such as TMDLs & WIPS.
- 07/13/11 Fabozzi: Meeting with Core Consortium Partners regarding HUD Regional Plan grant.
- 07/14/11 Ferraro: Clifton Park Center Linkage study Advisory Committee meeting
- 07/14/11 Shannon: Saratoga County MS4 Coordinators' meeting.
- 07/14/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 07/15/11 Shannon: Meeting with Mayor McDonald re SMSI Grant Invoicing.
- 07/15/11 Fabozzi: Albany Co. Water Quality Coordinating Committee meeting
- 07/19/11 Shannon: Hosted IP3/TetraTech webinar: A New Paradigm for Water Management.
- 07/19/11 Ferraro/Fabozzi: Phone meeting with NYSESD staff regarding HUD grant.
- 07/19/11 Ferraro: CDYC Pre Bid walk through with roofing contractors
- 07/19/11 Fabozzi: NYSGIS tax parcel business plan webinar.
- 07/20/11 Shannon: Saratoga Water Quality Coordinating Committee, Saratoga Fair Booth Representative.
- 07/20/11 Fabozzi: Town of Wilton Linkage Study.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 07/21/11 Ferraro: Albany County 10 Year Pan to End Homelessness Executive Committee meeting.
- 07/22/11 Fabozzi: Meeting with HUD grant economic development partners.
- 07/22/11 Shannon: Saratoga Water Quality Coordinating Committee, Saratoga Fair Booth Representative.
- 07/26/11 King: Academy of Holy Names brainstorming session
- 07/27/11 Fabozzi: Meeting with HUD grant land use and transportation partners.
- 07/27/11 Ferraro: Rensselaer County 10 Year Pan to End Homelessness Executive Committee meeting.
- 07/28/11 Fabozzi: Vacant structures meeting at Historic Albany Foundation.
- 07/28/11 Ferraro: Capital Region Economic Development Council meeting.
- 07/28/11 Ferraro: Watervliet Reservoir Study meeting.
- 07/28/11 Shannon: Stormwater Coalition of Albany County meeting.
- 08/02/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 08/08/11 Ferraro: Menands Broadway Corridor Rezoning Steering Committee meeting
- 08/16/11 Fabozzi: Meeting with Town of East Greenbush staff regarding Healthy Communities Study.
- 08/16/11 Ferraro: Watervliet Reservoir Consolidation study presentation to Town of Guilderland.
- 08/18/11 Ferraro: Watervliet Reservoir Consolidation study presentation to City of Watervliet.
- 08/18/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 08/19/11 Fabozzi: Meeting with HUD grant consultant partners.
- 08/19/11 Ferraro & Shannon: Meeting with Nancy Heinzen re Patroon Creek & Tivoli Lake project.
- 08/22/11 Fabozzi: Vacant structures meeting at Historic Albany Foundation.
- 08/22/11 Ferraro: Meeting with DEC re: Disinfection a Albany Treatment Plant.

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- 08/22/11 Ferraro: Smart Growth Council meeting.
- 08/23/11 Fabozzi: Meeting with HUD grant housing partners.
- 08/23/11 Ferraro: Saratoga PLAN TDR Advisory Committee meeting.
- 08/25/11 Shannon: Stormwater Coalition of Albany County meeting.
- 08/25/11 Ferraro: Saratoga RPC Board meeting
- 08/25/11 Shannon: Meeting with George Robinson, SUNY Albany re Patroon Creek & Tivoli Lake project.
- 08/30/11 Ferraro: Clifton Park Center Linkage study Advisory Committee meeting.
- 08/31/11 Shannon: Meeting with Wanda Willingham, re Patroon Creek & Tivoli Lake project.
- 08/31/11 Ferraro: Capital District Library Council Board meeting.
- 09/01/11 King: Presentation to Academy of Holy Names board re demographic study.
- 09/02/11 Ferraro: Capital Region Economic Development Council Strategic Work Group meeting.
- 09/06/11 Fabozzi: Mohawk River Watershed GIS Subcommittee meeting.
- 09/06/11 Ferraro & King: Capital Region Economic Development Council Strategic Plan Work Group meeting.
- 09/07/11 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 09/07/11 Ferraro & Shannon: Meeting with Tivoli Stakeholders and the City of Albany Planning Department.
- 09/07/11 Ferraro: Invited panelist/Speaker at the Capital Region Economic Development Council Public Forum.
- 09/08/11 Shannon: Saratoga County MS4 Coordinators' meeting.
- 09/09/11 Fabozzi: Meeting with HUD grant consultant partners.
- 09/09/11 Ferraro: Capital District Library Council trustee meeting.
- 09/09/11 Shannon: Saratoga County Water Quality Coordinating Committee meeting.
- 09/11-09/15 Shannon: National Association of Foreign-Trade Zones Annual Conference.
- 09/12/11 Ferraro: Presentation to the Albany International Airport Authority Board.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 09/13/11 Fabozzi: Meeting with HUD grant consultant partners
- 09/13/11 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 09/15/11 Ferraro: Capital Region Economic Development Council Strategic Work Group meeting.
- 09/15/11 King: CDTC Policy Board meeting
- 09/15/11 Fabozzi: NYS GIS Coordinating Body meeting.
- 09/16/11 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 09/15/11 Ferraro: Capital Region Economic Development Council Strategic Work Group meeting.
- 09/20/11 Ferraro: CDTC Regional Transportation Coordinating Committee meeting.
- 09/21/11 Ferraro: Saratoga RPC Board meeting.
- 09/21/11 Shannon: WEF webinar: Green Infrastructure for Multiple Urban Water Goals.
- 09/22/11 King: Capital District Clean Communities Coalition
- 09/23/11 Fabozzi: Meeting with HUD grant UAlbany partner.
- 09/26/11 King: Meeting with Frank Commisso, Jr., re Census data.
- 09/26/11 Ferraro: Capital Region Economic Development Council Issues & Opportunities Work Group meeting.
- 09/26/11 Ferraro: Clifton Park Center Linkage study Advisory Committee meeting
- 09/27/11 Fabozzi: CDTC Regional Linkage Forum.
- 09/28/11 Ferraro: Capital Region Economic Development Council Strategic Work Group meeting.
- 10/03/11 Ferraro: Meeting to discuss Cleaner Greener Communities Grant RFP.
- 10/04/11 Fabozzi: Mohawk River Watershed GIS Subcommittee meeting.
- 10/04/11 Ferraro: Saratoga Affordable Housing Inc. Board meeting.
- 10/04/11 Ferraro & King: Cleaner, Greener Communities regional sustainable planning grant program meeting.

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- 10/04/11 Ferraro: Saratoga PLAN TDR Advisory Committee meeting.
- 10/05/11 King: NYSERDA webinar: Cleaner Greener Communities
- 10/05/11 Shannon: Schenectady County Water Quality Coordinating Committee meeting.
- 10/05/11 Ferraro: CDTC Planning Committee meeting.
- 10/05/11 Ferraro: Menands Broadway Corridor Rezoning Committee meeting.
- 10/06/11 Fabozzi: Mohawk River Flood Plain Mitigation Study meeting.