



# ALBANY CSO Pool Communities

C/O Capital District Regional Planning Commission  
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## Minutes for Corporation Meeting Thursday, June 13, 2024, 10:10 a.m.

This meeting was held at the offices of CDRPC. Accessible via Zoom and live streamed on the CDRPC YouTube Channel:

[www.youtube.com/channel/UCbAgfmeV6GAxeO66sw\\_74ow/videos](https://www.youtube.com/channel/UCbAgfmeV6GAxeO66sw_74ow/videos)

### Board Members/Designees Present:

Bill Simcoe, P.E. – Albany Water Board  
Christopher Powers – Albany Water Board  
Garry Nathan, P.E. – City of Cohoes / Village of Green Island  
William Smart – City of Rensselaer  
Andrew Golden – City of Troy  
Maggie Alix- Village of Green Island

### Also Present:

Mark Castiglione – CDRPC Staff  
Tom White – CDRPC Staff  
Mike Miller – APJVT via zoom platform.

### I. Call to Order/Roll Call

President Simcoe conducted the roll call. The meeting was called to order at 10:03 a.m.

### II. Reading and Acceptance of the May 9, 2024, Minutes

Draft meeting minutes were distributed prior to the meeting. No corrections noted.

**Action Taken**

Maggie Alix made a motion to accept the minutes and William Smart seconded it. The motion passed unanimously.

**III. Financial Report as of 6/1/24**

**Financial Status**

The attached Statement of Financial Position shows a cash balance of \$12,178.55; Accounts Receivable of \$0.00; Combined Communities' Balance of \$4,205.16 and Accounts Payable total of \$7,973.38.

**Actual Cost vs 2024 Overall Budget**

Project and Administration expenses are invoiced to the communities on an invoice-by-invoice basis after board approval, grants are accounted for on an accrual basis as anticipated against approved invoices. The corporation records direct expenditures for work done by a community as a payment to that community's balance, upon the Board's approval.

As of May 31, 2024, Fiscal YTD 2024 total expenditures have been reported and approved for LTCP expenditures of \$9,303,524.93 and administrative expenditures of \$42,932.14.

| 2024 Budget Components     | Budget Amount | Actual       | Completed |
|----------------------------|---------------|--------------|-----------|
| Programmed                 | 10,415,000.00 |              | 89.328%   |
| Construction Budget        |               | 9,303,524.93 |           |
| Corp.                      |               | 42,932.14    |           |
| Admin, PCCM & Misc. Budget | 201,000.00    |              | 21.359%   |
| Total                      | 10,616,000.00 | 9,346,457.07 | 88.041%   |
|                            |               |              |           |

**3.) Communities' Balances as of 05/31/2024**

- Summary of the Communities Balance Status:

| Community     | Balance<br>10/01/2023      | Communities Share of<br>Expenditures Invoiced this fiscal<br>year to date Net of Grants |                                | Communities'<br>Obligations Paid<br>Through | Funds Paid to<br>Communities | Direct Expense<br>Applied net of grants | Balance            |
|---------------|----------------------------|---|--------------------------------|---|------------------------------|---|--------------------|
|               | Due To Comm.<br>(Due From) | LTCP Projects   | Albany CSO<br>Corp<br>Expenses | 4/30/2024                                   |                              |   | 4/30/2024          |
|               | +                          | -   | -                              | +   | -                            | +                                       | =                  |
| Albany        | \$ (2,324,857.86)          | (5,190,708.35)  | (13,030.24)                    | -   | (2,625,109.82)               | 6,711,766.37                            | \$ (3,441,939.90)  |
| Troy          | \$ 465,761.81              | (3,074,795.88)  | (7,718.66)                     | 2,194,909.10                                |                              | -                                       | \$ (421,843.63)    |
| Cohoes        | \$ 2,449,932.71            | (242,374.59)  | (608.43)                       | 130,079.88                                  | -                            | 2,134,021.54                            | \$ 4,471,051.11    |
| Rensselaer    | \$ (442,432.02)            | (188,415.28)  | (472.98)                       | 300,120.84                                  |                              |   | \$ (331,199.44)    |
| Watervliet    | \$ (104,591.16)            | (102,611.14)  | (257.58)                       | -   |                              |   | \$ (207,459.88)    |
| Green Island  | \$ (17,402.73)             | (46,882.68)   | (117.69)                       | -   |                              |   | \$ (64,403.10)     |
| <b>TOTALS</b> | <b>\$ 26,410.75</b>        | <b>\$ (8,845,787.91)</b>  | <b>\$ (22,205.59)</b>          | <b>\$ 2,625,109.82</b>                      | <b>\$ (2,625,109.82)</b>     | <b>\$ 8,845,787.91</b>                  | <b>\$ 4,205.16</b> |

The above does not include any yet to be reported expenditures, adjustments to expenditures or grants, which, when presented and approved by the Board may change Communities' Balances.

The above balance represents the net amount, as of the date of the report, each individual Community has invested in the pooled community body of work. Negative numbers represent the amount that is owed by the individual community to the Albany CSO Pool Community Corporation.

| Financial Status Page 1                   |                  |
|---|------------------|
| Albany CSO Pool Communities Corporation   |                  |
| Statement of Financial Position           |                  |
| As of 5/31/2024                           |                  |
| <b>Assets</b>                             |                  |
| <b>Current Assets</b>                     |                  |
| Cash                                      | 12,178.55        |
| Accounts Receivable                       | 0.00             |
| <b>Total Current Assets</b>               | <b>12,178.55</b> |
| <b>Total Assets</b>                       |                  |
|   | <b>12,178.55</b> |
| <b>Liabilities</b>                        |                  |
| <b>Current Liabilities</b>                |                  |
| Accounts Payable                          | 7,973.38         |
| Communities Share Accounts                | 4,205.17         |
| <b>Total Current Liabilities</b>          | <b>0.00</b>      |
| <b>Net assets</b>                         | <b>0.00</b>      |
| <b>Total Liabilities &amp; Net Assets</b> |                  |
|   | <b>12,178.55</b> |

#### IV. Report from the Finance Committee

The Finance Committee provided the budget to the full board. They recommended a change to \$6,000 for Insurance line.

| <b>Proposed 2025<br/>Albany CSO Pool Communities Corporation Budget</b> |                        |
|---|------------------------|
| <b>EXPENSE</b>  |                        |
| <b>Construction Costs Associated with LTCP</b>                          |                        |
| "Little C" Floatables Control Facility, City of Cohoes                  | \$1,430,000.00         |
| Cross Street Trunk Sewer Rehabilitation Phase II, City of Troy          | \$640,000.00           |
| <b>Sub Capital Costs</b>  | <b>2,070,000.00</b>    |
| <b>Administrative Costs Associated with LTCP</b>                        |                        |
| CDRPC Coordination  | \$ 100,000.00          |
| APJVT Engineering Services (2025 PCCMP Sampling Program)                | 90,000.00              |
| <b>Sub Administrative Costs</b>   | <b>190,000.00</b>      |
| Miscellaneous / Contingency   | 500.00                 |
| Bank Fees   | 250.00                 |
| Insurance-General   | 2,500.00               |
| Audit Services  | 9,500.00               |
| <b>Sub Other</b>  | <b>12,750.00</b>       |
| <b>Total Capital + Administrative + Other</b>                           | <b>2,272,750.00</b>    |
| <b>REVENUE</b>  |                        |
| Albany (58.68%)   | \$ 1,333,649.70        |
| Troy (34.76%)   | \$ 790,007.90          |
| Cohoes (2.74%)  | \$ 62,273.35           |
| Rensselaer (2.13%)  | \$ 48,409.58           |
| Watervliet (1.16%)  | \$ 26,363.90           |
| Green Island (.53%)   | \$ 12,045.58           |
| <b>REVENUE</b>  | <b>2,272,750.00</b>    |
| <b>Gross Expenses</b>   | <b>\$ 2,272,750.00</b> |
| <b>Net Operating Income</b>   | <b>\$ 2,272,750.00</b> |
| Fund Balance-Reserved   | 0                      |
| Fund Balance-Unreserved   | 0                      |
| <b>Net Income</b>   | <b>\$ -</b>            |

#### Action Taken:

Maggie Alix made a motion to accept the budget as recommended with adjustment made by the Finance Committee, and Garry Nathan seconded it. The motion passed unanimously.

## V. Vendor Invoices

One invoice was provided to the Board for approval. It will not be paid until funds are available.

| Community   | Vendor | Invoice  | Invoice Date(s) | Associated Work | Invoice Total | Invoice Total After Grant Applied |
|-------------|--------|----------|-----------------|-----------------|---------------|-----------------------------------|
| Corporation | CDRPC  | 2024-102 | 3/31/2024       | C-1 Admin       | \$24,337.24   | \$9,534.03                        |

### Action Taken

Andrew Golden made a motion to approve the invoice for processing once funding is available, Bill Smart seconded it. The motion passed unanimously.

## VI. EFC Disbursements and reconciliations

- Dylan Spring has a document to be signed for Bill Simcoe.
- Spoke to Joe LaCivita from Watervliet who also needs to send signed paperwork.
- Disbursements can be made between parties through the corporation if Albany can submit documents back.
- Troy needs to be reconciled with EFC to know what has been paid verses not paid.
- Chris Powers to pay Cohoes.
- Albany still meets bi-weekly with EFC to help get things cleaned up.

## VII. Project Updates

- Beaver Creek general controls are being worked on with Arcadis for programming. Kasselmann is close to finishing their portion as well. Closer to grand opening ceremony. There was a discussion on the beautification of the area surrounding it. No further updates on other projects in Albany.
- Van Buren: made it from the intersection of First street to Second Street and Monroe. Turning South onto 2<sup>nd</sup> street. Had to work around two large water mains. There were some unanticipated problems with sewage lines between two manholes lines so a new change order may need to be written

up depending on cost to repair and work around. May also need EFC approval if necessary.

- Carver is still working on some warranty items for Cohoes. The final payouts have been received.
- New Castle – There was a discussion on the financing of the project. The Contractor has not sent invoices, so the money hasn't been drawn down.
- Little C- Cohoes is putting in for WIOA grant. Passed bond resolution last Tuesday. Applying for grant only for this project by Arcadis.
- Manor Ave- Need to have further discussions for this project. 2027 Deadline but anticipated to be done before that. Specs could be planned at the end of this year.

### **VIII. Other Business**

Nothing was discussed.

### **IX. Adjournment**

#### **Action Taken**

Maggie Alix made a motion to adjourn, and Garry Nathan seconded it. The motion passed unanimously. The meeting adjourned at 10:40 a.m.

**Next Meeting Thursday, July 11, 2024.**