

ALBANY WATER BOARD
MINUTES OF REGULAR MEETING
February 26, 2016

A regular meeting of the Albany Water Board was officially convened at 9:30 AM, local time, in the Conference Room at the Albany Water Board, 10 North Enterprise Drive, Albany, New York Friday, February 26, 2016.

PRESENT: David McGuire, Chairman; William Clay, Vice Chairman; Daniel Ranellone, Treasurer
Charles Houghton

Note: Board Member and Secretary Rachel McEneny announced her resignation from the Albany Water Board effective immediately since she has taken a position with the City of Albany as the Budget Director. Chairman McGuire commended Rachel for her participation and contribution to the Board, and along with all of the Board members, congratulated Rachel on her new position.

STAFF PRESENT: Joseph E. Coffey, Jr. PE, Commissioner, AWB; William Simcoe, P.E., Deputy Commissioner; Christopher Quirk, Chief Fiscal Officer, AWB

BOARD ADVISORS PRESENT: William Kahn, Rate Consultant; Kevin Hogan, Engineering Consultant; Anne Letterio, Assistant Corporation Counsel

ALSO PRESENT: Mike Miller, P.E., and Chris Einstein from CHA Engineers

Approval of January 22, 2016 Annual Meeting Minutes

Chairman David McGuire introduced the minutes of the January 22, 2016 Annual meeting. With no objection, the reading was dispensed and Chairman David McGuire called for a motion to approve the minutes of said meeting. A motion was made by Mr. Clay, seconded by Mr. Houghton, and passed unanimously.

Approval of January 22, 2016 Monthly Meeting Minutes

Chairman David McGuire introduced the minutes of the January 22, 2016 Annual meeting. With no objection, the reading was dispensed and Chairman David McGuire called for a motion to approve the minutes of said meeting. A motion was made by Mr. Clay, seconded by Mr. Houghton, and passed unanimously.

Election of Secretary to the Albany Water Board

With the resignation of Ms. McEneny, the position of Board Secretary was vacated. Chairman McGuire nominated Charles Houghton to become Secretary and Mr. Clay seconded the nomination. Mr. Houghton was elected unanimously.

Public Comment Period

No public comments were made.

Water Bill Review Committee

There were no water billing appeals for review for this recent period.

Committee & Staff Reports

Cash Flows and other combined Financial Information: Christopher Quirk, Chief Fiscal Officer, submitted a statement of the Albany Water Board and Albany Municipal Water Finance Authority's Cash Flows and other combined Financial Information for the one month period ending January 31, 2016. The detailed report is attached.

Key Performance Indicators and Critical Numbers Dashboard: Commissioner Coffey presented the monthly Key Performance Indicators as of the end of January 2016 (attached).

The Commissioner also distributed a copy of the Department's 2016 "One Page Plan" (attached). He noted the plan template is a product of organizational development work conducted by Verne Harnish, the author of "*Mastering The Rockefeller Habits*", the source for the one page plan template. The Commissioner explained his prior employment experience using this planning tool and how it was being implemented and used at the Water Department.

The Commissioner also noted he will be issuing a Request for Qualifications for a Master Services Agreement for Architecture firms to support the Department's needs for space planning and programming, general facilities and roof maintenance, historic preservation and building code compliance for AWB properties. He hopes to have a recommendation for the recommended Architecture firm(s) by the next meeting of the Board.

SEQRA Requirements for Project Financing: Mike Miller, P.E. and Chris Einstein from CHA Engineers provided a briefing to the Board on the SEQR Requirements for the Hansen Alley & Ryckman Alley Overflow Abatement Project and also for the Elberon Place CSO Abatement and Flood Mitigation Project. The members had been provided copies of the EA forms and supporting information in advance of this meeting. Both of these projects were recipients of grant awards from the 2015 CFA process and the AWB is applying for financing thru the NYSEFC Revolving Loan fund program. A requirement for the projects is to perform an environmental

review under the NYS SEQRA. The AWB had requested and was granted lead agency status and conducted an Environmental review. We have recommended a Negative Declaration after the environmental review and will be asking the Board to pass a Resolution today to meet our SEQRA compliance requirements and advance the project.

It was noted the Elberon Place project will require additional environmental permitting prior to construction commencing.

Mr. Kahn advised the Board that the Albany Municipal Water Finance Authority will hold a special meeting Monday February 29th to consider a Bond Resolution of \$4.8 million (up to \$5 million cap) for the Hansen Alley & Ryckman Alley and Elberon Place projects. It is likely to be an interest free borrowing through the NYSEFC.

Consultant Engineer's Report: Kevin Hogan of ARCADIS presented the Consultant Engineer's Report which details progress on upcoming LTCP Projects and ARCADIS Projects (attached). All action items are occurring within scheduled time frames and progressing as expected.

Executive Session

No Executive Session took place.

New Business

The Commissioner announced recent hiring of: Engineering Aide III, ReJean DeVaux who will support the Department's increasing workload associated with capital construction projects; Emmanuelle Ameroso, GIS Specialist for the Department and Joe DeGiovine, Instrument Technician, who has a strong background in SCADA, water treatment plant maintenance and project management.

Resolutions

Resolution 16-7: Resolution to Act as Lead Agency & Negative Declaration for the Elberon Place CSO Abatement and Flood Mitigation Project was offered by Mr. Clay and seconded by Mr. Houghton. Resolution passed unanimously.

Resolution 16-8: Resolution to Act as Lead Agency & Negative Declaration for the Hansen Alley and Ryckman Alley Overflow Abatement Project was offered by Mr. Clay and seconded by Mr. Houghton. Resolution passed unanimously.

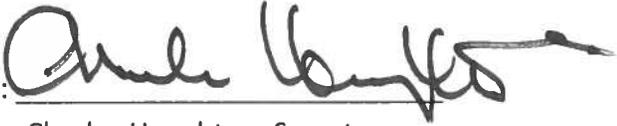
Resolution 16-9: Authorizing the Chairman to execute Change Order #1 to Kenyon Pipeline Inspection in the amount of \$30,150 for additional CIPP liner installation as directed by AWD Engineer per unit prices in contract for work associated with 2015 Sanitary Sewer Rehabilitation

Project was offered by Mr. Clay and seconded by Mr. Houghton. Resolution passed unanimously.

Resolution 16-10: Authorizing the approval of a Task Order to the Master Services Agreement with Barton & Loguidice for design and construction documents for the North Swan Street Sewer Replacement project in the amount of \$65,000 was offered by Mr. Clay and seconded by Mr. Houghton. Resolution passed unanimously.

Chairman Dave McGuire informed all those in attendance that the next meeting of the AWB will be Friday, March 25, 2016 at 9:30 a.m. in the AWB Conference Room.

Being no further business, Chairman McGuire called for a motion to adjourn the meeting. A motion was made by Mr. Clay, seconded by Mr. Houghton and passed unanimously. The meeting was adjourned at 11:30 a.m.

Approved by: 
Charles Houghton, Secretary

MEMORANDUM

TO: Members of the Albany Water Board and Members of the Albany Municipal Water Finance Authority

FROM: Chris Quirk, Chief Fiscal Officer

RE: **COMBINED STATEMENTS OF CASH FLOWS AND OTHER COMBINED FINANCIAL INFORMATION OF THE ALBANY WATER BOARD AND THE ALBANY MUNICIPAL WATER FINANCE AUTHORITY FOR THE ONE MONTH PERIOD ENDED JANUARY 31, 2016**

DATE: February 26, 2016

The following is a discussion of certain highlights and other significant operating matters:

Water/Sewer Revenue Annual Budget - \$37,000,000; Annual Budget Net of Rollover

Actual revenue collections for the month of January 2016 were \$3,155,960 an amount 5% higher than net monthly budget of \$3,014,405. This amount is \$330,531 lower than January 31, 2015.

Investment Income Annual Budget - \$200,000 PAGE 2

As of January 31, 2016 year-to-date investment income was \$5651 compared to investment income of \$2332 as of January 31, 2015.

Operating Expenses Annual Budget - \$28,456,200 PAGE 3

Year-to-date operating expenses (excluding capital and debt service expenses) are approximately \$1,374,646 which is \$32,742 or 2.4% higher than 2015, and \$78,761 or 5.7% under adjusted budgeted amounts as of January 31, 2016.

The personnel services category is 13% under budget. Overtime expense is 9.7% over budget.

Capital Project Costs Annual Budget - \$3,000,000 PAGE 4

Approximately \$ in capital project costs was expended through January 31, 2016.

Cash Flow after Cap Ex and Deb Service- \$1,220,232 thru January 31, 2016

Due from the City Of Albany- \$7,091,366 at January 31, 2016

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ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
STATEMENTS OF CASH FLOWS
January 31, 2016

	One Month Period Ended		Year-To-Date Periods Ended		Percent Variance	Variance	Percent Variance
	2016	2015	2016	2015			
Revenues							
Water/sewer revenue	\$ 3,155,960	\$ 3,486,491	\$ (330,531)	\$ 3,155,960	\$ 3,486,491	\$ (330,531)	-9.5%
Investment income	5,651	2,332	3,319	5,651	2,332	3,319	142.3%
Total revenues	3,161,611	3,488,823	(327,212)	3,161,611	3,488,823	(327,212)	-9.4%
Operating expenses							
Operation/maintenance costs	1,374,646	1,341,904	32,742	1,374,646	1,341,904	32,742	2.4%
Board/Authority expenses	5,153	5,891	(738)	5,153	5,891	(738)	-12.5%
Total expenses	1,379,799	1,347,795	32,004	1,379,799	1,347,795	32,004	2.4%
Net operating cash flows before debt service and capital project costs	1,781,812	2,141,028	(359,216)	1,781,812	2,141,028	(359,216)	-16.8%
Debt service costs	(561,580)	(564,600)	3,020	(561,580)	(564,600)	3,020	-0.5%
Capital project costs	-	-	-	-	-	-	0.0%
Net cash flow (deficiency)	\$ 1,220,232	\$ 1,576,428	\$ (356,196)	\$ 1,220,232	\$ 1,576,428	\$ (356,196)	-22.6%

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
SCHEDULE OF REVENUES
January 31, 2016

	2016		2015	2015		Variance
	Budget	Actual		Budget	Actual	
<i>Water and sewer revenue</i>						
January	\$ 3,014,405	\$ 3,155,960	\$ 2,811,794	\$ 3,486,491	\$ 674,697	24%
Year-to-Date	\$ 3,014,405	\$ 3,155,960	\$ 2,811,794	\$ 3,486,491	\$ 674,697	24%
<i>Investment income</i>						
January	\$ 16,667	\$ 5,651	\$ 12,500	\$ 2,332	\$ (10,168)	-81%
Year-to-Date	\$ 16,667	\$ 5,651	\$ 12,500	\$ 2,332	\$ (10,168)	-81%

Additional Cash Receipts

<i>Meter Recovery Fees</i>						
January	\$ -					
Year-to-Date	\$ -	\$ -				
<i>Sales of Scrap</i>						
January	\$ -	\$ 639				
Year-to-Date	\$ -	\$ 639				
<i>Insurance Recoveries</i>						
January	\$ -	\$ -				
Year-to-Date	\$ -	\$ -				
<i>Miscellaneous Income</i>						
January	\$ -	\$ 2,250				
Year-to-Date	\$ -	\$ 2,250				

Note: The revenue budgets reflect forecasted revenue collections of \$37,000,000 and \$34,700,000 for 2016 and 2015, respectively.

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER AUTHORITY
SCHEDULE OF OPERATING EXPENSES
January 31, 2016

	YEAR-TO-DATE JANUARY 2016					2014 YTD ACTUAL
	2016 ANNUAL ADJUSTED BUDGET	ADJUSTED BUDGET	ACTUAL	(OVER)/ UNDER		
Administration						
Personnel services	1,152,736 \$	108,749 \$	81,923 \$	26,826 \$	70,208	
Equipment	1,000 \$	-	-	0	-	
Contractual and other expenses	193,148 \$	-	1,623	(1,623)	3,668	
Benefits	390,398 \$	32,533	30,245	2,288	32,669	
	1,737,282	141,282	113,791	27,491	106,545	
Supply, Power and Pumping						
Personnel services	803,481 \$	75,800	57,966	17,834	68,368	
Equipment	43,000 \$	-	-	0	-	
Contractual and other expenses	104,913 \$	-	100	(100)	291	
Benefits	358,894 \$	29,908	25,057	4,851	29,315	
	1,310,288	105,708	83,123	22,585	97,974	
Purification						
Personnel services	1,139,326 \$	107,484	101,516	5,968	107,282	
Equipment	190,000 \$	-	-	0	-	
Contractual and other expenses	1,146,062 \$	-	72	(72)	382	
Benefits	375,037 \$	31,253	31,093	160	40,755	
	2,850,425	138,737	132,681	6,056	148,419	
Transmission/Distribution						
Personnel services	2,531,584 \$	238,829	235,078	3,751	192,410	
Equipment	745,000 \$	-	-	0	-	
Contractual and other expenses	1,628,765 \$	5,190	6,856	(1,666)	8,809	
Benefits	849,238 \$	70,770	87,432	(16,662)	82,760	
	5,754,587	314,789	329,366	(14,577)	283,979	
Sewer Services						
Personnel services	825,134 \$	77,843	58,514	19,329	65,654	
Equipment	589,000 \$	-	-	0	-	
Contractual and other expenses	1,714,370 \$	1,000	1,714	(714)	2,070	
Benefits	196,956 \$	16,413	22,454	(6,041)	21,311	
	3,325,460	95,256	82,682	12,574	89,035	
Pumping Stations						
Personnel services	149,790 \$	14,131	6,430	7,701	17,861	
Equipment	25,000 \$	-	-	-	-	
Contractual and other expenses	400,609 \$	1,000	617	383	855	
Benefits	37,757 \$	3,146	2,561	585	6,784	
	613,156	18,278	9,608	8,670	25,500	
Taxes Paid to Municipalities						
	2,112,359 \$	600,000	558,282	41,718	558,787	
County Sewer Contract						
	6,177,000 \$	-	-	-	-	
Contingencies, Insurance and Other						
	4,575,643 \$	39,359	65,113	(25,754)	27,772	
TOTALS	\$ 28,456,200	\$ 1,453,407	\$ 1,374,646	\$ 78,761	\$ 1,338,011	

EXPENSE SUMMARY:

	2016	2015	Change
Personal Services	541,427	521,783	19,644
Equipment	-	-	-
Contractual and other expenses	10,982	16,075	(5,093)
Benefits	198,842	213,594	(14,752)
Other	623,395	586,559	36,836
	1,374,646	1,338,011	36,635

Percent Increase/Decrease over 2015

2.7%

Percent under Budget

5.7%

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER AUTHORITY
SCHEDULE OF CAPITAL PROJECT COSTS
January 31, 2016

Actual Expenditures to Date

1995	\$	3,459,286
1996		3,148,713
1997		2,977,569
1998		2,059,812
1999		2,696,065
2000		1,771,829
2001		2,437,338
2002		3,384,049
2003		3,845,848
2004		5,673,522
2005		2,389,244
2006		1,575,740
2007		459,599
2008		1,230,331
2009		1,807,010
2010		1,108,164
2011		734,443
2012		2,266,553
2013		2,059,475
2014		1,832,084
2015		2,076,594
	\$	48,993,267

Comparative Expenditures

[----- 2015 -----]		2016
January	\$ -	January \$ -
February	77,235	February
March	33,828	March
April	84,334	April
May	86,474	May
June	17,174	June
July	161,417	July
August	59,130	August
September	208,826	September
October	373,623	October
November	44,554	November
December	929,999	December -
	\$ 2,076,594	\$ -

	Budget 1/31/2016 YTD	Actual 1/31/2016 YTD	Budget Difference (over)/under	Actual 1/31/2015 YTD	Actual Difference (over)/under
OVERTIME					
<i>Supply, Power and Pumping</i>	\$ 9,135	\$ 8,838	\$ 297	\$ 7,250	\$ (1,588)
<i>Purification</i>	\$ 12,981	\$ 15,750	\$ (2,769)	\$ 20,513	\$ 4,763
<i>Transmission/Distribution</i>	\$ 28,846	\$ 31,812	\$ (2,966)	\$ 25,703	\$ (6,109)
<i>Sewer Services</i>	\$ 3,846	\$ 5,355	\$ (1,509)	\$ 6,734	\$ 1,379
<i>Pumping Stations</i>	\$ 962	\$ 26	\$ 936	\$ 1,605	\$ 1,579
TOTAL	\$ 55,769	\$ 61,781	\$ (6,012)	\$ 61,805	\$ 24
Percentage			9.7%		0.0%
DUE FROM THE CITY OF ALBANY					
	\$ <u>7,091,366</u>				

Strategy: One Page Strategic Plan

Organization Name: **Water & Water Supply**

Your Name: **Coffey**

Date: **February 17, 2016**



Employees

Customers

Stakeholders

Execute

Sell

Recordkeeping

1 Training and professional development
 2 Implement an employee recognition program
 3

1 reduction in work place injuries and related incidents
 2 preventive maintenance program metrics
 3

1 revenue growth
 2 CMMS system
 3

1 implement asset management system
 2 CMMS system
 3

CORE VALUES/BELIEFS (Should/Shouldn't)	Purpose (Why)	TARGETS (5-5 Years) (What)	GOALS (1 YEAR) (What)
Safety	We will provide a safe and reliable water supply to all of our customers. We will collect and transport wastewater safely in a manner that protects the public at all times. We will achieve all regulatory goals. We will manage stormwater to minimize threats to public health and safety.	A source for best management practices for public water and sewer utility systems. A financially and environmentally sustainable organization. A workplace that employees are proud to be associated with. A water and sewer utility that has zero lost time due to work place injuries.	revenue > \$37 million reduce lost work-days/workers compensation claims determine source/quantity and reduce unaccounted for water increase water/sewer preventive maintenance programs comply with LTCP and all regulatory digital mapping of water and sewer infrastructure
Customer Service			
Professionalism			
Key Thrusts/Capabilities			
3 - 5 Year Priorities			
1	Demand Excellence from ourselves and each other	1	Hire Safety Coordinator, safety audits of work sites, increase safety training
2	Teamwork - one Department	2	Watershed Protection
3	Listen to our customers and act on their needs	3	Hire GIS Specialist & advance GIS Mapping of Infrastructure
4	Achieve an injury free workplace	4	Maintain Compliance with LTCP Consent Order
	Recognize/Reward Outstanding performance	5	Implement Asset Mgt. program and new CMMS software
			Protect the Water supply

ACTIONS (QTR) (How)	Who
Quarter 1	Coffey & Romand
Revenue >\$7,860,000	Coffey & SET
Net Cash Flow >\$2,315,000	Coffey
Lost Work Days (new)	Walsh
Blocks Tested 250	Coffey & Milano
Rocks	
1	AWD Policy Manual
2	Assemble AWD consolidated Safety Manual
3	Space Planning for 10 N Enterprise Dr.
4	Alcove and The Nature Conservancy Mgt. Plan
5	AWD and City Engineering Collaboration Plan

THEME (QTR/ANNUAL)	Deadline	annual
Measurable Target/Critical #		
Safety Goal - No lost work days in a fiscal quarter		
Theme Name		
Safety is our Responsibility		
Scoreboard Design		
<i>Describe and/or sketch your design in this place</i>		
Days worked - no injuries		
Incidents - resulting in lost time		
Pipe cleaned - monthly progress		
Blocks tested for leaks - monthly progress		

YOUR ACCOUNTABILITY (Who/When)	
Your KPIs	Goal
1	
2	
3	
Quarterly Priorities	
1	Who
2	
3	
4	
5	

Core Competencies	Financial	Brand Promise KPIs	Critical #: Net operating cash flow
Achieve revenue to pay operating expenses, maintain required debt ratios, implement planned capital improvements		100% customer satisfaction	<input type="checkbox"/> \$10,000,000 <input type="checkbox"/> \$8,500,000 <input type="checkbox"/> \$7,000,000 <input type="checkbox"/> \$6,000,000
To be the model public water and sewer utility in the Northeast	BHAG @	Safety First Customer Service Professionalism	<input type="checkbox"/> <5 <input type="checkbox"/> 7 <input type="checkbox"/> >7 <input type="checkbox"/> >10

leak detection metrics/ Blocks tested
<input type="checkbox"/> 1000
<input type="checkbox"/> 800
<input type="checkbox"/> 700
<input type="checkbox"/> 600
<input type="checkbox"/> 200,000
<input type="checkbox"/> 175,000 (March thru November)
<input type="checkbox"/> 150,000
<input type="checkbox"/> 125,000
PM sewer - LF pipe cleaned

Celebration
Department Unit that achieves safety goals will be recognized and rewarded
Reward
Windbreakers with AWD Logo and Safety Tag Line or Gift Cards

Critical #: People
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Between green & red
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Critical #: Process
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Between green & red
<input type="checkbox"/>

Strengths	Weaknesses
1 Experienced employees	1 Aging infrastructure
2 Financially sound	2 Lack of Digital Platform for Infrastructure management
3	3

Opportunities	Threats
1 Supportive Administration & Governing Board	1 Catastrophic infrastructure failure
2 New employees with strong technical skills	2 Loss of key personnel (including through retirement)
3 Investments in Technology & Equipment	3

Critical #: People
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Between green & red
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Critical #: Process
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> Between green & red
<input type="checkbox"/>



Rockefeller Habits

Checklist

Name _____ Company _____ Date _____

Everyone aligned with #1 thing that needs to be accomplished this quarter to move company forward

- 5 priorities (Rocks) are identified and ranked for the quarter
- A Critical Number is identified and aligns with the #1 priority
- A Quarterly Theme is established that brings the key priority/Critical Number alive
- A scoreboard for the Critical Number is posted and Theme announced
- All employees know what the Celebration/Reward will be

Communication rhythm is established. Information moves through organization accurately and quickly

- All employees are in some kind of a daily and weekly huddle
- Huddles cascade from senior management to frontline or visa versa

Every facet of the organization has a person assigned with accountability for ensuring goals are met

- Income (P&L), Cash Flow, & Balance Sheet statements have persons assigned to each line item
- An accountability chart has been created

Ongoing employee feedback and input is systematized to remove obstacles and identify opportunities

- Employee hassles/ideas/suggestions/issues are being collected weekly
- There is a systematic process for addressing issues and opportunities
- Thank You cards are being written every week by senior management

Reporting and analysis of Customer Feedback data is as frequent and accurate as financial data

- All employees are involved in collecting customer data
- There is a person assigned accountability for customer feedback
- All senior leaders communicate with at least one customer weekly

Core ideologies are "alive" in the organization

- Core ideologies are discovered and defined
- Stories are being shared of employees who represent the ideologies
- Core ideologies are included in appraisal and recognition processes

Clear understanding of the firm's market position drives strategic planning and sales and marketing

- Brand Promise and market (Sandbox) are clearly defined
- The organization is aligned around 5 key strategies (Thrusts/Capabilities) for growth

All employees can report at any time what their productivity is and how it compares against goals

- Smart Numbers (key performance indicators) are identified for the organization
- Weekly measures for each individual/team are clearly displayed and reviewed

A "situation room" is established for the weekly executive team meeting

- Smart Numbers and Critical Numbers are posted bigger than life with goals clearly shown
- Data is presented graphically to help visualize trends
- Core ideologies, priorities, and market maps posted

As goes the Executive Team goes the rest of the firm

- Team members understand each other's differences, priorities, and styles
- The team meets offsite every few months for strategic thinking and renewal
- The team is having fun together

ALBANY CITY WATER BOARD
CAPITAL IMPROVEMENTS
End of 2015 Summary

Project	2015 Proposed Budget	Status	Vendor	Asset	Invoice Date	Amount Spent to Date	Description of Project
Supply Reservoir	\$ 75,000	COMPLETE	Banahan	Alcove Ponds	10/15/2015	\$ 15,984	Banahan Trucking remove sludge Alcove ponds
		COMPLETE	Agri Supply Co	Loudonville	12/18/2015	8,322	Fence around reservoir
		COMPLETE	Intervil	Loudonville	12/31/2015	14,105	New Cameras
		COMPLETE	EJ Prescott Inc	Waterline	12/7/2015	38,411	
Supply Conduit	\$ 200,000	OPEN	Ryan-Biggs	FB Plant	Various	\$ 29,577	Engineer Service Plant roof and masonry contract
Fuera Bush Filtration Plant	\$ 1,436,863	OPEN	Ganem Construction	FB Plant	9/3/2015	\$ 179,878	Plant roof and masonry project
		OPEN	Ganem Construction	FB Plant	10/23/2015	\$ 279,495	Plant roof and masonry project
		OPEN	Ryan-Biggs	FB Plant	11/10/2015	\$ 5,662	Engineer Service Plant roof and masonry contract
		OPEN	Ganem Construction	FB Plant	12/7/2015	\$ 376,789	Plant roof and masonry project
		OPEN	Ryan-Biggs	FB Plant	12/28/2015	\$ 2,080	Engineer Service Plant roof and masonry contract
		OPEN	Ryan-Biggs	FB Plant	12/31/2015	1,692	Engineer Service Plant roof and masonry contract
		OPEN	Ryan-Biggs	FB Plant	12/31/2015	1,533	Engineer Service Plant roof and masonry contract
			Ganem Construction	FB Plant	12/31/2015	51,561	
						\$ 928,377	
Distribution System	\$ 500,000					\$ -	
Loudonville Reservoir	\$ 25,000	Closed	Kasselman	LR	11/17/2015	\$ 4,913	Electrical Service
Pumping Stations - Water	\$ 304,330	COMPLETE	Trinity Construction	Pine Bush Pump Stations and Controller	8/28/2015	\$ 304,330	Pine Bush pumping station improvements
		COMPLETE	Trinity Construction	Pine Bush Pump Stations and Controller	8/28/2015	\$ 17,353	Pine Bush pumping station improvements
		COMPLETE	Trinity Construction	Pine Bush Pump Stations and Controller	8/28/2015	\$ 321,883	
Engineering Fees-Water	\$ 100,000	OPEN	Arcadis	Engineering Service	1/1/2015	\$ 35,979	Engineering Services Water
		OPEN	Arcadis	Engineering Service	10/16/2015	\$ 5,966	
		OPEN	O'Brien	Engineering Service	11/6/2015	\$ 979	
		OPEN	Arcadis	Engineering Service	12/4/2015	\$ 1,455	
		OPEN	O'Brian	Engineering Service	12/4/2015	\$ 8,939	
		OPEN	Arcadis	Engineering Service	12/31/2015	\$ 4,445	
						\$ 57,763	
Eric Blvd Facility	\$ -					\$ -	
Contingency - Water	\$ 75,000					\$ -	
Computers/Meters	\$ 50,000	COMPLETE	Hewlett Packard	Chromebooks (10)	5/8/2015	\$ 1,990	
		COMPLETE	ABS Solutions	Computer	11/6/2015	\$ 234	
		COMPLETE	Slaples	Laptop	11/10/2015	\$ 513	
		COMPLETE	Hewlett Packard	HPZ Workstation	12/8/2015	\$ 2,672	
		COMPLETE	Forestech	Forestry Software	12/31/2015	\$ 3,670	
Sewer Separation	\$ 600,000	OPEN	Aug Bohl	Quail St Green Infrastructure Project	7/15/2015	\$ 9,079	
		OPEN	Aug Bohl	Quail St Green Infrastructure Project	8/15/2015	\$ 77,615	
		OPEN	Aug Bohl	Quail St Green Infrastructure Project	9/30/2015	\$ 162,455	
		OPEN	Aug Bohl	Quail St Green Infrastructure Project	10/31/2015	\$ 362,753	Bond funds - GH8020.8585
						\$ 401,925	
Sewer Rehabilitation	\$ 500,000	OPEN	CHA	Eberon Place Flood Mitigation Study	7/6/2015	\$ 1,004,748	
		COMPLETE	CHA	Hansen and Ryckman Flood Mitigation Study	8/31/2015	\$ 30,376	Eberon Place Flood Mitigation
		OPEN	CHA	Eberon Place Flood Mitigation Study	9/15/2015	\$ 47,500	Hansen and Ryckman Flood Mitigation Study
		OPEN	CHA	Eberon Place Flood Mitigation Study	11/7/2015	\$ 8,663	Eberon Place Flood Mitigation
		OPEN	CHA	Eberon Place Flood Mitigation Study	12/7/2015	\$ 27,436	Eberon Place Flood Mitigation
						\$ 13,197	
						\$ 127,172	
Pumping Stations Sewer	\$ 100,000	COMPLETE	Maramba Construction	Normanskill Farm Sewer Lateral Installation	1/30/2015	\$ 62,400	Sewer lateral and relocation NS Fm
		COMPLETE	General Controls	McCormick Rd Sewer Pump Station	6/4/2015	\$ 15,900	Panel and level sensor
		OPEN	CHA	Engineering Services Sewer	7/6/2015	\$ 78,300	
Engineering Fees-Sewer	\$ 100,000	COMPLETE	Barton and Loguidice	Engineering Services Sewer	10/19/2015	\$ 47,608	Engineering Services Sewer 14-04
		OPEN	CHA	Engineering Services Sewer	11/17/2015	\$ 1,116	Engineering Services Sewer 14-04
		COMPLETE	Barton and Loguidice	Engineering Services Sewer	11/6/2015	\$ 2,392	Engineering Services Sewer 14-04
		COMPLETE	Barton and Loguidice	Engineering Services Sewer	12/16/2015	\$ 1,607	Engineering Services Sewer 14-04
		COMPLETE	Barton and Loguidice	Engineering Services Sewer	12/31/2015	\$ 25,415	
		COMPLETE	Barton and Loguidice	Engineering Services Sewer	12/31/2015	\$ 1,402	
		COMPLETE	Barton and Loguidice	Engineering Services Sewer	12/31/2015	\$ 820	
Contingency - Sewer	\$ 100,000	COMPLETE	Arlo Construction	Main Drain Valve	8/20/2015	\$ 80,460	Emergency Main Drain Valve CCTV
		COMPLETE	JAT Construction	Replace Sanitary Sewer Force Main New Scotland Ave	9/10/2015	\$ 6,500	
			CHA	Engineering Services Sewer	12/31/2015	\$ 11,325	CO and retainage 2014
						\$ 1,331	
Overflows	\$ 75,000					\$ -	

2015 Budgeted Capital Improvements \$ 4,241,193 Invoiced \$ 2,679,416 Total 2015 Capital Improvements
Less: Open Projects 2014
Completed 2015 Projects

**Albany Water Board
Arcadis Engineering Report
Date: February 26, 2016**

Upcoming LTCP Projects\Dates

- **Investigate Non-CSO Bacteria Sources Along Mill Creek, Poesten Kill, and Wynants Kill,** (Start Date 4/1/2016)
- **Big “C” Control Facility** – The project was awarded to the Albany Pool Joint Venture Team. Completed Preliminary Design Report is due 8/1/2016. Project is underway.
- **Performance of a Codes and Local Law Review, & Green Infrastructure Technical Design Guidance** - CDRPC awarded a contract to Barton & Loguidice. Local Law completion date is 8/1/2016, Technical Design Guidance by 8/1/2017.
- **Marietta Place Stormwater Storage Facility** – AWB has been discussing alternatives for project location and scope with Barton & Loguidice. Completed plans and specifications due by 10/1/2016.
- **Green Infrastructure Banking System Feasibility Assessment.** Awarded to Arcadis. Work must be completed by 8/1/2017.

Arcadis Projects

- **Green Infrastructure Banking System Feasibility Assessment**
- **NYSERDA FlexTech Grant** – Energy evaluation and some repairs at the WTP.
- **CIP Projects** – Sewer condition assessment, erosion problems, WTP repairs.
- **Geographic Information System (GIS) Data Integration** – Additional GIS mapping planned.
- **Asset Management Program** – Assisting the City to develop their Asset Management Plan.
- **Long Term Control Plan Schedule of Compliance** – Monitoring deadlines and costs