

(IDENTICAL to 2013 Contract)

THIS AGREEMENT, made this 1st day of January, 2014, by and between the TOWN OF LYSANDER a municipal corporation in the State of New York, hereinafter called the "MUNICIPALTY" and the CENTRAL NEW YORK SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS", a charitable corporation organized and existing under the laws of the State of New York, having it's office and principal place of business at 5878 East Molloy Road, in the Town of Dewitt, County of Onondaga, and State of New York, hereinafter called "CNYSPCA"

WITNESSETH

The CNYSPCA in consideration of the payment to it by the Municipality of certain sums of money to be paid in the manner and at the times hereinafter particularly described, hereby covenants and agrees that:

1. That the CNYSPCA will provide and maintain a pound or shelter for animals seized by the dog control officers of the Municipality. It will properly shelter, feed and water such animals during the redemption periods provided in Section 118 of Article 7 of the Agriculture and Markets Law or as established by the Municipality pursuant to such section, and at the end of such redemption periods will make available for adoption or euthanize and cremate unredeemed animals, as provided in said Section. In no event shall the CNYSPCA accept dogs for a redemption period of less than 5 days.
2. All dogs brought to the shelter by a dog control officer shall be accompanied by Form DL-18 of the Department of Agriculture and Market entitled " Seizing Officer's Report of Seizure and Disposition of any Dog ".
3. The redemption periods specified in Paragraph 1 will commence from the date of delivery of the dog to the CNYSPCA by a duly appointed dog control officer of the Municipality.
4. All animals shall be vaccinated, if warranted, upon arrival at the shelter, the costs of which are covered by the "per animal" charge as provided in paragraph 8.
All animals shall be spayed or neutered, if warranted, after the legally prescribed redemption period or prior to adoption. The municipality shall not be responsible for the spaying or neutering costs.
5. The shelter shall at all times during the term of this agreement be under the care of a competent employee and shall be open to the public Monday through Wednesday and Saturday from 10:00 AM to 4:00PM; Thursdays and Friday from 10:00 AM to 6:00 PM, except for legal holidays at which time the shelter will be closed.

6. In addition to the dogs, the CNYSPCA will accept any other animals which shall be delivered by a dog control officer or other authorized officer or employee of the Municipality for such disposition as shall be required.

7. The Municipality shall pay the sum of \$150.00 per animal surrendered to the CNYSPCA. This charge shall include the Veterinary examination, Kennel cough vaccination, Distemper/parvo virus vaccination, Rabies vaccination, Deworming, Flea treatment and Parvo virus testing (for animal under 6 mos.) if such services are deemed necessary.

The CNYSPCA shall bill the Municipality on a monthly basis for services rendered herein.

8. As a separate and distinct charge the following shall apply in addition to the per animal charge provided in paragraph 8:

Rabies-Board and observation

All animals (per day)	\$25
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**Euthanization and Cremation
(if warranted or directed)**

Extra large dogs (81 lbs and over)	\$100
Large dogs (51 to 80 lbs)	\$85
Medium dogs (26 to 50 lbs)	\$70
Small dogs (up to 25 lbs)	\$60
Cats and other small animals	\$55

9. **CRUELTY SEIZURES:**

In the event that the municipality through it's representative(s) causes an animal to be placed with the CNYSPCA due to a seizure emanating from a cruelty complaint, with or without the assistance of the Cruelty Officers of the CNYSPCA, it shall be charged the sum of \$25 for each day the animal is held by the CNYSPCA pending final adjudication. Any medical costs will be in addition to the seizure boarding costs.

10. As a further separate and distinct charge, the Municipality shall pay the sum of up to \$500 representing reimbursement to the CNYSPCA for charges incurred by them from the security service employed by the CNYSPCA for the answering the security alarm if it is determined that the employee of the Municipality is responsible for the activation of the alarm.

11. This agreement shall commence on January 1, 2014 and shall continue to and including December 31, 2014.

IN WITNESS WHEREOF, the parties have caused their seals to be affixed hereunto and this Agreement to be signed by their duly authorized officers the day and year first written below.

DATED: _____

TOWN OF LYSANDER

By: _____

Title: _____

DATED: _____

**CENTRAL NEW YORK SOCIETY FOR
THE PREVENTION OF CRUELTY TO
ANIMALS**

By: _____

Paul Morgan/ Executive Director

Item C,
(1-4)

TOWN of LYSANDER
8220 LOOP ROAD
BALDWINSVILLE, NEW YORK 13027
(315) 638-4264

September 30, 2014

Lysander Town Board
8220 Loop Road
Baldwinsville, NY 13027

Re: Crimson Ridge Section 3-B

Subj: Road & Utility Acceptance

Dear Town Board Members:

I conducted a final punch list inspection of the following street and utilities which compromise the Crimson Ridge Phase 3-B subdivision. Section 3-B of Crimson Ridge contains the roadway and associated utilities for the street listed below.

<u>Street</u>	<u>Length</u>
Samantha Drive	0.163 miles

The streets were designed and constructed to conform to the Highway Construction Specification Ordinance of the Town of Lysander and are in satisfactory condition. The sanitary sewers for Crimson Ridge Section 3B were previously accepted by the Town of Lysander as part of Crimson Ridge Section 3-A1

Attached is a punch list of work items which remain to be completed. The value of the punch list is \$33,450 which I recommend as the amount of the performance bond or other security to be established by the Town Board and deposited by the developer.

Please note that in addition to the street, this project will involve the deeding of drainage facilities to the Town of Lysander. I am not aware that the revised deeds, utility easements, or other legal documents have been tendered to the Town Attorney. I recommend that the Town Board require the developer to submit the required to the Town Attorney prior to final acceptance and dedication of the roadway and utilities by the Town Board.

In addition to the punch list security the developer will also be required to post a maintenance guarantee. The Town Code allows the Town Board to set the amount of the required guarantee between 25% and 100% of the project

value. I estimate the value of the roadway, sanitary sewer and drainage utilities to be approximately \$202,310 (estimate attached), such that the guarantee could range from \$50,577.5 (25%) to \$202,310 (100%), at your discretion.

Regards



Allen J. Yager, P.E.

Town of Lysander Engineer

Attachments

- Cc: Dan Barnaba, Eldan Homes
- Kevin Barry, J.K. Tobin
- Julian Clark, P.E., Plumley Engineering

Final Punch List

Crimson Ridge Section 3B

September 30, 2014

1. Furnish and install 1 1/2" Type 6F asphalt top course and tack coat	\$ 27,450
2. Place topsoil, seed and establish turf in road right of way	\$ 2,000
3. Clean closed drainage system once all land in the development has been stabilized and the asphalt top course has been placed.	\$ 2,000
4. Install monuments	\$ 2,000
Total	\$ 33,450

Value of Improvements

Crimson Ridge Section 3B

September 30, 2014

Roadway – 862 LF @ \$160/LF	\$ 137,920
Storm Drainage – 12” Diameter 42 LF @ \$40/LF	\$ 1,680
Storm Drainage – 18” Diameter 511 LF @ \$50/LF	\$ 25,550
Storm Drainage – 24” Diameter 386 LF @ \$60/LF	\$ 23,160
Catch Basins & Junction Boxes – 7 @ \$2,000/Each	<u>\$ 14,000</u>
Total	\$ 202,310

Item F,
(1-4)

TOWN of LYSANDER
8220 LOOP ROAD
BALDWINSVILLE, NEW YORK 13027
(315) 638-4264

September 30, 2014

Lysander Town Board
8220 Loop Road
Baldwinsville, NY 13027

Re: Giddings Crest Section C-7

Subj: Road & Utility Acceptance

Dear Town Board Members:

I conducted a final punch list inspection of the following street and utilities which compromise the Giddings Crest Section C-7 subdivision. Section C-7 of Giddings Crest contains the roadway and associated utilities for the street listed below.

<u>Street</u>	<u>Length</u>
Hourglass Lane	0.208 miles

The streets were designed and constructed to conform to the Highway Construction Specification Ordinance of the Town of Lysander and are in satisfactory condition.

Attached is a punch list of work items which remain to be completed. The value of the punch list is \$41,050 which I recommend as the amount of the performance bond or other security to be established by the Town Board and deposited by the developer. In addition to the punch list work the following items must be completed prior to final infrastructure dedication by the Town of Lysander.

1. Sanitary sewer manhole inverts will need to be cleaned and the manhole bench wall elevation will need to be raised to be a minimum height of 6.5" above the invert per the contract drawings.
2. As-built drawings will need to be provided to the Town.
3. The rear yard swale behind lots 47, 48, 49 and the side lot swale between lots 46 & 47 will need to be constructed.
4. The rim elevation of Manhole MHS-32 will need to be lowered to the existing grade elevation.

Please note that in addition to the street, this project will involve the deeding of drainage facilities and sanitary sewer facilities. It is my understanding that the necessary special districts is in place, however I am not aware that the revised deeds, utility easements, or other legal documents have been tendered to the Town Attorney. I recommend that the Town Board require the developer to submit the documents referenced above to the Town Attorney prior to final acceptance and dedication of the roadway and utilities by the Town Board.

In addition to the punch list security the developer will also be required to post a maintenance guarantee. The Town Code allows the Town Board to set the amount of the required guarantee between 25% and 100% of the project value. I estimate the value of the roadway, sanitary sewer and drainage utilities to be approximately \$384,140 (estimate attached), such that the guarantee could range from \$96,035 (25%) to \$384,140 (100%), at your discretion.

Regards



Allen J. Yager, P.E.

Town of Lysander Engineer

Attachments

Cc: Dan Bargabos, Developer
Jim & Ann Makowiec, Owner Lot 46

Final Punch List**Giddings Crest Section C-7
September 30, 2014**

1. Furnish and install 1 1/2" Type 6F asphalt top course and tack coat	\$ 35,050
2. Place topsoil, seed and establish turf in road right of way	\$ 2,000
3. Clean closed drainage system once all land in the development has been stabilized and the asphalt top course has been placed.	\$ 2,000
4. Install monuments	\$ 2,000
Total	\$ 41,050

Value of Improvements

**Giddings Crest Section C-7
September 30, 2014**

Roadway – 1100.5 LF @ \$160/LF	\$ 176,080
Stormwater Management Basin	\$ 10,000
Storm Drainage – 12" Diameter 291 LF @ \$40/LF	\$ 11,660
Storm Drainage – 15" Diameter 190 LF @ \$45/LF	\$ 8,550
Storm Drainage – 18" Diameter 20 LF @ \$50/LF	\$ 1,000
Storm Drainage – 30" Diameter 234 LF @ \$65/LF	\$ 38,350
Catch Basins & Junction Boxes – 9 @ \$2,000/Each	\$ 18,000
Sanitary Sewers – 1005 LF @ \$100/LF	\$ 100,500
Sanitary Manholes – 8 @\$2,500/Each	<u>\$ 20,000</u>
Total	\$ 384,140

CENTRAL NEW YORK REGIONAL PLANNING & DEVELOPMENT BOARD

CNY Stormwater Coalition Staff Services and Education Compliance Assistance Proposal for 2015

May 2014

This proposal for staff services and education assistance responds to the need for staff and administrative services necessary to sustain the CNY Stormwater Coalition, and to the Minimum Control Measure 1 requirements of SPDES Stormwater MS4 General Permit.



Central New York Regional Planning & Development Board

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**SECTION 1
INTRODUCTION**

This proposal for staff and education assistance services in support of sustaining the CNY Stormwater Coalition is submitted to the Chief Elected Officials from the Automatically Designated MS4 Communities in the Syracuse Urban Area (SUA). The proposed tasks address staffing and financial administrative services, as well as education and outreach requirements of Minimum Control Measure 1 of the NYS General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) (GP-0-10-002). The timeline for the proposed program is January 1, 2015 – December 31, 2015.

In support of the CNY Stormwater Coalition, the following services are proposed:

- Staffing support services for meetings of the full CNY Stormwater Coalition, its Executive Committee and Working Committees
- Internal and external communications
- Financial administration and reporting
- Annual reporting

In support of MS4 education and outreach requirements, the following services are proposed:

- Public education and outreach
- Direct municipal training

The Central New York Regional Planning & Development Board’s (CNY RPDB) proposed education assistance program is the seventh in a series of stormwater education and outreach programs. The proposed services have been reviewed, supported and deemed to be in compliance with NYS SPDES Stormwater General Permit requirements for MS4s by the New York State Department of Environmental Conservation (NYS DEC).

Project Objective and Benefits

The CNY RPDB’s primary objective is to provide regulated communities with an efficient and cost-effective means for meeting the requirements of the SPDES Phase II MS4 Stormwater General Permit by ensuring that the CNY Stormwater Coalition continues to function as a unified body, has access to information and responds appropriately to changes in the NYS Stormwater regulatory program including revisions to both the Stormwater MS4 and Construction General Permits to be released in 2015. Given the regional nature of the SUA, a unified approach to stormwater compliance is extremely valuable. Regionally implemented programs reduce municipal staff burdens, ensure consistency, and provide the most efficient use of limited municipal funds by distributing total program cost over a number of entities.

The U.S. Environmental Protection Agency (EPA) and NYS DEC recognize the economic and environmental benefits of regional compliance efforts and have long promoted such programs as the most efficient and effective way address Stormwater Phase II requirements. Both NYS DEC and EPA view intermunicipal support and participation in regionally coordinated coalitions as a criteria for funding and a prerequisite for engaging in joint compliance opportunities.

SECTION 2 SCOPE OF SERVICES AND PROJECT APPROACH

Project tasks are proposed under three program components: CNY Stormwater Coalition Staff Support; Public Education and Outreach; and Direct Municipal Training.

I: CNY STORMWATER COALITION STAFF SUPPORT

Tasks proposed under this program component are designed to advance and sustain the CNY Stormwater Coalition (the Coalition), currently consisting of 27 of 32 regulated Municipal Separate Storm Sewer System (MS4) owner/operators identified in Attachment A of this proposal. The Coalition was formally established on January 1, 2011.

Task I.1. Staffing Support for the CNY Stormwater Coalition, Executive Committee and Working Committees Deemed Necessary to Advance the Coalition's Objectives – CNY RPDB will provide direct staff support needed to plan and conduct four (4) scheduled meetings of the full Coalition membership, four scheduled meetings of the Executive Committee and working committees of the Coalition as necessary to advance and sustain a fully functioning Coalition. Staff support for all scheduled meetings includes meeting preparation and agenda development, speaker recruitment, venue selection, preparation and distribution of meeting minutes and completion of all identified meeting follow up tasks. CNY RPDB will monitor grant opportunities, respond to appropriate Requests for Proposals, and oversee implementation of any grant funded projects and/or programs.

Task I.2. Communications – CNY RPDB will coordinate all internal and external communications and serve as the primary liaison between the Coalition and various regulatory agencies including the NYS DEC and the U.S. EPA. To help ensure Coalition members understand the implications of any modifications or additional requirements that may impact their ability to comply with the reissued 2015 Stormwater General Permits (MS4 and Construction), CNY RPDB will monitor and report proposed and enacted changes to the stormwater general permits and associated compliance, reporting and review and inspection requirements. CNY RPDB will compile feedback and inquiries from Coalition members, and coordinate and prepare unified responses to new and evolving regulatory requirements on behalf of the Coalition to appropriate regulatory agencies as warranted. CNY RPDB will prepare training and informational updates for Coalition members throughout the permit revision and implementation processes. CNY RPDB will engage other statewide stormwater coalitions, as well as non-regulatory partners involved in all aspects of stormwater management, to identify and initiate compliance opportunities that support the objectives of the Coalition.

Task I.3. Annual Reporting - CNY RPDB will document all education, training and outreach compliance activities conducted on behalf of the Coalition and complete the Minimum Control Measure 1. Public Education and Outreach section of the MS4 annual report in compliance with annual reporting requirements of NY SPDES GP-0-10-002. The CNY RPDB will deliver the MCM 1 section to participating MS4s for inclusion in their individual Annual Reports. CNY RPDB will respond to any public comments received relative to the documented education and outreach services.

Task I.4. Financial Administration and Reporting – CNY RPDB will coordinate and administer all contracted activities funded as part of this Scope of Services through December 31, 2015, including quarterly financial reporting, bookkeeping and accounting, documentation of local match (if necessary to support Coalition approved grant funded programs), subcontracting (if deemed necessary and approved by the Coalition), and solicitations (if deemed necessary and approved by the Coalition). Progress reports and financial reporting will be made available to the Executive Committee of the Coalition on a quarterly basis.

II: PUBLIC EDUCATION AND OUTREACH

Tasks proposed under this program component comply with the public education and outreach requirements defined in the New York SPDES General Permit for Stormwater Discharges from MS4s (GP-0-10-002) and are targeted primarily toward the general public with a secondary focus on construction contractors and municipal officials.

Task II.1 Stormwater Public Survey – CNY RPDB will conduct a follow up to the 2010 Syracuse Urbanized Area Stormwater Public Education Survey to assess the effectiveness of ongoing regional education and outreach efforts and to identify areas in need of greater attention. NYS DEC requires regulated MS4s to evaluate the effectiveness of their stormwater management programs. This survey will primarily be conducted electronically; however, hard copies will be available upon request to CNY RPDB. Hard copies will also be available in public libraries and municipal buildings. CNY RPDB will prepare a final report containing a full analysis of all survey responses, identified target groups in need of education, priority informational needs, and appropriate delivery media. CNY RPDB will provide one hard copy of the final report to each participating MS4 and will post the report on the CNY RPDB stormwater website.

Task II.2 Maintain Regional Stormwater Website and Information Library – CNY RPDB will maintain and promote the CNY Stormwater website. CNY RPDB will compile new and existing information, guidance materials and permit updates for reference and use by regulated MS4s in the Syracuse Urbanized Area (SUA). When available, online training opportunities will be made accessible and promoted to appropriate municipal staff. CNY RPDB will provide informational items developed as part of the year-7 education program directly to participating MS4s for inclusion on municipal websites, at their discretion. CNY RPDB will work with local libraries and other appropriate entities to distribute targeted stormwater educational materials and messages to appropriate target audiences.

Task II.3 Syracuse Post Standard Stormwater Pullout – CNY RPDB will develop a 4-page, broadsheet, pullout to be distributed in the main section of the Post Standard daily edition (1-edition). The pullout will focus on stormwater processes, impacts, issues of concerns, SUA primary pollutants of concern, and citizen generated solutions. The pullout will be published in the spring of 2015 and will reach approximately 186,250 homes and 273,000 readers across the CNY region.

Task I.4 Electronic Stormwater Newsletter for the General Public - CNY RPDB will distribute a quarterly stormwater newsletter for the general public. The seasonally themed electronic newsletter will maintain a focus on primary pollutants of concern in the SUA, stormwater processes, and offer advice on reducing negative water quality impacts through simple actions. The newsletters will encourage participation in locally sponsored events that support stormwater management and protection efforts. CNY RPDB will conduct direct outreach in support of building the distribution list with existing organizations and groups with a complimentary focus.

Task II.5 Staff CNY Stormwater Coalition Booth at 2 Public Events – CNY RPDB will secure booth space, reproduce and/or develop appropriate stormwater informational displays and handout materials, and provide staff coverage for a minimum of two public events during 2015 program year. Efforts will be made to identify public events with reliably high attendance and complimentary objectives. CNY RPDB will ensure that educational materials are updated and appropriate to the core target audiences. CNY RPDB will also maintain, and upon request, make the stormwater display and appropriate materials available to participating MS4 communities for local use at their own events.

Task II.6 Electronic Outreach to CNY Contractors and Developers – CNY RPDB will provide direct information on topics of interest to construction developers with a focus on current construction permit

requirements and additional considerations for doing business in MS4 communities. Information will be presented in newsletter format and posted as a PDF on the stormwater website. The “newsletter” will be announced by postcard mailing and through a cooperative agreement with the CNY Home Builders & Remodelers of Central New York. CNY RPDB will provide Coalition members with a PDF of the newsletter for posting on municipal websites or hard copy distribution. CNY RPDB will respond to all questions and provide additional information and training as requested.

III. DIRECT MUNICIPAL TRAINING

This program component addresses the education and training requirements for municipal officials and staff.

Task III.1. Municipal Workshops - CNY RPDB will conduct two training workshops for Municipal representatives of the CNY Stormwater Coalition. Workshop topics will be selected to address current training and informational needs as determined through discussions with DEC Region 7 and individual members of the CNY Stormwater Coalition. Workshops will be designed to improve compliance with the 2015 revisions to the MS4 and Construction General Permits. Potential topics include Pollution Prevention and Municipal Good Housekeeping, New MS4 Record Keeping and Annual Reporting Requirements for 2016, Day-to-Day Illicit Discharge Detection and Elimination Methods.

**SECTION 3
PROGRAM FEE**

The services described in this proposal will be conducted for a total fee not to exceed \$97,200.00 (\$3,600 per Coalition member). This fee will remain constant for each participating Coalition member regardless of the number of municipal members participating in the Coalition.

To participate in the proposed program, cities, towns and villages are required to adopt and return a municipal resolution (sample provided), and counties must return a letter of intent signed by the Chief Elected Officer no later than October 1, 2014 to CNY RPDB. CNY RPDB will issue a single invoice for the full program year on December 1, 2014. Full payment will be due to CNY RPDB no later than January 31, 2015.

**SECTION 4
TIMELINE**

All proposed tasks will be completed between January 1, 2015 and December 31, 2015 as outlined below.

Proposed One-Year Timeline for CNY RPDB Stormwater Implementation Assistance Program												
Task	Month(s)											
	2015											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
I.1 Staff Support Services	X	X	X	X	X	X	X	X	X	X	X	X
I.2 Communications	X	X	X	X	X	X	X	X	X	X	X	X
I.3 Annual reporting		X	X	X	X							
I.4 Financial Administration and Reporting	X	X	X	X	X	X	X	X	X	X	X	X
II.1 Stormwater Public Survey			X	X	X	X	X	X	X			
II.2 Maintain Regional Stormwater Website & Library	X	X	X	X	X	X	X	X	X	X	X	X
II.3 Syracuse Post Standard Pullout			X	X								
II.4 Electronic Stormwater Newsletter - Public				X	X	X	X	X	X	X	X	
II.5 Stormwater Public Events (2)	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD		
II.6 Electronic Outreach to Contractors/Developers			X	X	X							
III.1. Municipal Training Workshops (2)	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD

**SECTION 5
STATEMENT OF QUALIFICATIONS AND PROGRAM STAFF**

The CNY RPDB has been active in water resources management since the 1970s and has worked in coordination with the NYS DEC for over 20 years to address state, regional, county, and local water quality management planning priorities. Activities have included: groundwater and wellhead protection; nonpoint source pollution control; outreach/education/ training; public participation assistance; partnership building; watershed planning; support of county water quality coordinating committees; and, SPDES Phase II Stormwater Permit assistance.

The CNY RPDB has taken a leading role in providing MS4s with municipal and contractor education and training, outfall mapping assistance, and technical support related to developing required local laws. CNY RPDB has been responsible for securing and administrating grants on behalf of regulated MS4s and has led the development of the CNY Stormwater Coalition following several, successful cooperative compliance initiatives including four education and outreach assistance programs on behalf of regulated MS4s in the SUA. CNY RPDB has established strong working relationships with the regulated MS4s and is recognized as a valuable and trusted partner in the stormwater management arena.

CNY RPDB works in partnership with NYS DEC to accomplish and blend state, regional, county, and local priorities. CNY RPDB serves as the Water Quality Management Planning Statewide Coordinator on behalf the NYS Association of Regional Councils (NYSARC). In this capacity, the CNY RPDBB serves as an administrative liaison to NYS DEC for various priority water quality initiatives.

Through its long standing involvement in local, state, and federal water quality programs, CNY RPDB is able to leverage additional support and funding that directly supports the work and success of the CNY Stormwater Coalition.

CNY RPDB’s professional staff will work with its established network of local and regional water quality partners to efficiently and effectively achieve the goals of this project. CNY RPDB’s client organization, the Syracuse Metropolitan Transportation Council, will provide professional GIS analysis and mapping assistance as needed to fully support the CNY Stormwater Coalition.

Key members of the CNY RPDB staff that will be directly involved in this project include:

KATHLEEN BERTUCH, PROGRAM MANAGER, (5/97 to present). Manages all aspects of the CNY RPDB’s regional and statewide water resources program and serves as primary staff for all aspects of the CNY RPDB’s Environmental Management Program. Will provide day-to-day oversight and guidance on all aspects of the proposed project, work directly with municipal representatives and subcontractors, be responsible for ensuring all project reporting and administrative requirements are met, serve as primary staff for all public education functions, annual report preparation tasks and will serve as the CNY RPDB’s representative on the CNY Stormwater Coalition Executive Committee.

Natural Resource Planner (TBD). Will provide support to all aspects of CNY RPDB’s Environmental Management program, be responsible for municipal training and contractor outreach and serve as primary staff for all CNY Stormwater Coalition and working committee meetings.

BRUCE KEPLINGER, COMMUNICATIONS MANAGER, (7/01 to present). Provides graphics, web design and communications support to all CNY RPDB program areas and is responsible for website development and maintenance, graphic design and print layout for all publication materials.

KAREN NOVAK, BUSINESS MANAGER, (4/00 to present). Is responsible for all aspects of CNY RPDB's financial administration and human resource management and will serve as primary staff for all CNY Stormwater Coalition financial administration and reporting tasks.

DAVID BOTTAR, EXECUTIVE DIRECTOR. Provides general administrative and financial oversight.

ATTACHMENT A

Automatically Designated MS4s in the Syracuse Urban Area (SUA)		2014 CNY Stormwater Coalition Member Status
1	Baldwinsville Village	Member
2	Camillus Town	Member
3	Camillus Village	Non-Member
4	Central Square	Member
5	Cicero Town	Member
6	Clay Town	Member
7	DeWitt Town	Member
8	East Syracuse Village	Member
9	Fayetteville Village	Member
10	Geddes Town	Member
11	Hastings Town	Member
12	LaFayette Town	Member
13	Liverpool Village	Member
14	Lysander Town	Member
15	Madison County	Requested DEC Waiver based on 2010 Census
16	Manlius Town	Member
17	Manlius Village	Member
18	Marcellus Town	Member
19	Marcellus Village	Member
20	Minoa Village	Member
21	North Syracuse Village	Member
22	Onondaga County	Member
23	Onondaga Town	Member
24	Phoenix Vil	Member
25	Pompey Town	Member
26	Salina Town	Member
27	Schroepfel Town	2003 Waiver Community
28	Solvay Village	Member
29	Sullivan Town	Requested DEC Waiver based on 2010 Census
30	Syracuse City	Member
31	Van Buren Town	Member
32	West Monroe Town	Non-Member