



ALBANY PORT DISTRICT COMMISSION MEETING

MARCH 27, 2024

Immediately following the Audit Committee Meeting

AGENDA

- 1) Approval of Minutes from the February 28, 2024 Commission meeting (attached)**
- 2) Public Comment**
- 3) Financial Update (by CFO Stuto)**
- 4) CEO Update (by CEO Hendrick)**
- 5) External Affairs and Communications Update (by DEA Vavura)**
- 6) Real Property/Development Update (by CCO Daly, SCM Yagan)**
- 7) Albany Port Employers Association Lease (Resolution 10-2024) (Cnsl. Jordan)**
- 8) Other Business (by Chairperson)**
- 9) Enter Executive Session¹**
- 10) Exit Executive Session**
- 11) Next Meeting: April 24, 2024**

¹ Only if necessary (and if approved by a majority vote of the Commission), to discuss:

- a. matters which will imperil the public safety if disclosed;
- b. any matter which may disclose the identity of a law enforcement agent or informer;
- c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- d. discussions regarding proposed, pending or current litigation;
- e. collective negotiations pursuant to article fourteen of the civil service law;

- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- g. the preparation, grading or administration of examinations; and
- h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
FEBRUARY 28, 2024

Chairperson Steffens called the meeting to order. In attendance were Commissioners Abriel, Cinquanti, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, DSI Schneidawin, DEA Vavura, SCM Yagan, Director of Security Stock and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the January 31, 2024 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento, and passed unanimously.

PUBLIC COMMENT

There were no public comments.

FINANCIAL UPDATE

CFO Stuto presented to the Board the financials through January 31, 2024. She reported that the operating revenue is under budget by \$82,000 and operating expenses are under budget by \$61,000. Net depreciation and other expenses are on target with a 5% variance. Overall change in net position before capital funding is 2% off of the budget. There are fluctuations in the capital grant revenue of approximately \$30,000. Public private revenue and expenses is over budget by \$4 million each, however they offset each other. This is due to the timing of the payments for the pad ready work for the Port Expansion Project.

CFO Stuto also followed up with the Board related to discussions from last month's meeting regarding the preliminary budget items for December. She noted that after further review, there was no reason to propose any changes to the approved budget.

CEO UPDATE

- Port staff attended an introductory meeting with Carmella Mantello, the Mayor of Troy, where they discussed economic development initiatives that could be shared along the waterfront with the City of Troy and the Port of Albany.

- Port staff participated with the Bethlehem Chamber of Commerce in their annual discussions with local leaders, including the new Coeymans Town Supervisor.
- Next month Counsel Jordan and CEO Hendrick will be attending the AAPA Legislative Summit in Washington, DC.

EXTERNAL AFFAIRS AND COMMUNICATIONS UPDATE

DEA Vavura reported that staff attended a Southend Workforce Development meeting in January, which has generated many additional meetings and conversations. Port staff has participated in listening sessions for Hudson Valley Community College's strategic planning sessions relating to workforce development and economic development. Port staff provided a tour to members of CB Richard Ellis and the Consulate General of Canada. Meetings and tours are also scheduled to take place with the staff of United Way, Questar III BOCES Guidance Counselors and Albany Youth and Workforce Services. Port staff are also continuing to focus on tenant outreach.

Chairperson Steffens mentioned that she attended the tenant breakfast. She noted that it was a great opportunity for staff to interact with tenants and provide updates on what was happening at the Port as well as tenants giving updates on how their businesses are growing and the potential of partnering on future projects.

REAL PROPERTY/DEVELOPMENT UPDATE

SCM Yagan provided the Board with an update on the Expansion Project. He reported that the final plan has been submitted to NYSDOT for the water main tie in and drilling work on River Road. The Town of Bethlehem has approved the backflow prevention application and water permits. The Port team has met with Gilbane staff to look at any cost savings opportunities on the construction of the Expansion Project as it moves forward. The general contractor continues to work on the utility installation and bridge construction. Lane widening work to install a left lane on River Road will begin within the next month. National Grid is working at the site repositioning guy wires.

CCO Daly reported that the Port staff continues to work on the expansion site while waiting on the outcome of the NY4 submissions. She noted that a federal grant application for EPA Clean Ports Program has recently been announced. She also mentioned that the Port team is exploring other grant opportunities which include collaborating with Logistec, focusing on maritime.

DSI Schneidawin provided the Board with an update on the Foreign Trade Supply Chain event that the Port will be hosting along with Capital District Regional Planning Commission and the Center for Economic Growth. The event will take place during World Trade Month on May 20, 2024. DSI Schneidawin noted that this event will help to educate manufacturers, local businesses, the community and Port tenants on what foreign trade zone is and how it can benefit manufacturers and businesses.

**AMENDMENT TO MCFARLAND JOHNSON BEACON ISLAND
INFRASTRUCTURE IMPROVEMENTS CONTRACT**

SCM Yagan presented Resolution 07-2024 related to the contract with McFarland Johnson to provide Supplemental Engineering Services for Phase 1 Infrastructure Design and Permitting related to the Expansion Project. During the Project development, there had been modifications to the bridge and roadwork portions of the project as well as being directed to perform additional environmental monitoring on site by NYSDEC, with these also requiring additional hours and coordination time with the Project's contractors and agencies. Some discussion took place. The APDC staff recommended that the Board approve the increase of \$182,550, which included \$177,550 for additional engineering services (ENC-08) and \$5000 for an expense adjustment (ENC-07). Chairperson Steffens called for a motion to approve Resolution 07-2024 as presented. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

INSURANCE BROKERAGE SERVICES CONTRACT EXTENSION

Chairperson Steffens presented Resolution 08-2024 related to the contract extension of Insurance Brokerage Services. She noted that this was the first of two one year extension options, which APDC Management wishes to utilize. Chairperson Steffens called for a motion to approve Resolution 08-2024. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

MOHAWK LEASE ASSIGNMENT

Counsel Jordan presented Resolution 09-2024 related to a lease assignment request from the Port's tenant Mohawk Paper. He noted that Mohawk Paper had been sold to a new international company and has requested to assign its rights, interest and obligations under the current lease with APDC to Fedrigoni SpA via an assignment. Management recommended that the Board approve the lease assignment to Fedrigoni SpA. Chairperson Steffens called for a motion to approve Resolution 09-2024. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

OTHER BUSINESS

No other business for discussion.

EXECUTIVE SESSION

There were no items for discussion for Executive Session.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be Wednesday March 27, 2024 immediately following the Audit Committee meeting being held at 12:00 noon.**

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously. The meeting was adjourned.

DRAFT

**RESOLUTION 10-2024
OF THE
ALBANY PORT DISTRICT COMMISSION**

WHEREAS, the Albany Port District Commission (the “APDC”) is a public corporation and a district corporation of the State of New York established pursuant to Chapter 192 of the Laws of 1925, as amended; and

WHEREAS, the APDC strives to responsibly and effectively manage the publicly-owned maritime Port of Albany-Rensselaer, contributing to the economy of the Capital Region and beyond while emphasizing transparency and public stewardship as prescribed in the APDC Mission Statement; and

WHEREAS, in furtherance of the APDC mission, the Albany Port Employers Association, Inc. (“APEA”) has been a long-term tenant of the APDC and APEA’s most recent lease with the APDC is scheduled to expire March 31, 2024; and

WHEREAS, the APEA is up-to-date with lease payments and in compliance with all terms under its most recent lease with the APDC; and

WHEREAS, the APEA and the APDC wish to execute the proposed lease attached to this Resolution as Exhibit A (the “Proposed Lease”).

NOW, THEREFORE, BE IT RESOLVED, that the APDC finds that the APEA lease advances the APDC mission and authorizes the Chief Executive Officer to execute the Proposed Lease and any related documents necessary to effectuate this Resolution.

Signed: _____
(Assistant) Secretary

Date of Authorization: March 27, 2024

Prepared by:
Patrick K. Jordan, Esq.

Ships & Barges Report

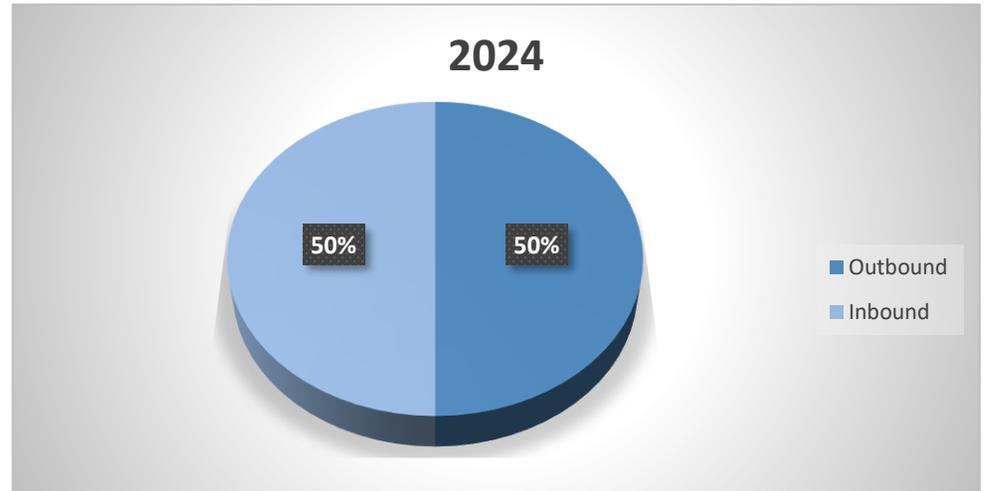
February-2024

Outbound	2023	2024	Change	Percentage
Heavy Lift/Project	1	0	-1	-100%
Barges-Heavy Lift/Project	0	1	1	100%
Scrap Iron	1	0	-1	-100%
Steel	0	0	0	0%
Totals	2	1	-1	-50%

Inbound	2023	2024	Change	Percentage
Heavy Lift/Project	0	0	0	0%
Barges-Heavy Lift/Project	0	0	0	0%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	1	1	0	0%
Totals	1	1	0	0%

Year to Date

Total	2023	2024	Change	Percentage
Heavy Lift/Project	4	0	-4	-100%
Barges-Heavy Lift/Project	1	1	0	0%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Scrap Iron	2	0	-2	-100%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	2	1	-1	-50%
Totals	9	2	-7	-78%



Ships & Barges

	2023	2024	Change	Percentage
Outbound	4	4	0	0%
Inbound	5	1	-4	-80%
Totals	9	5	-4	-44%

Lay Berth

	2023	2024	Change	Percentage
(barges/Vessels) 2024	3	4	1	0%
(tugboats) 2024	0	3	3	0%
Change				
%	0%	0%	3	0%

February-2024

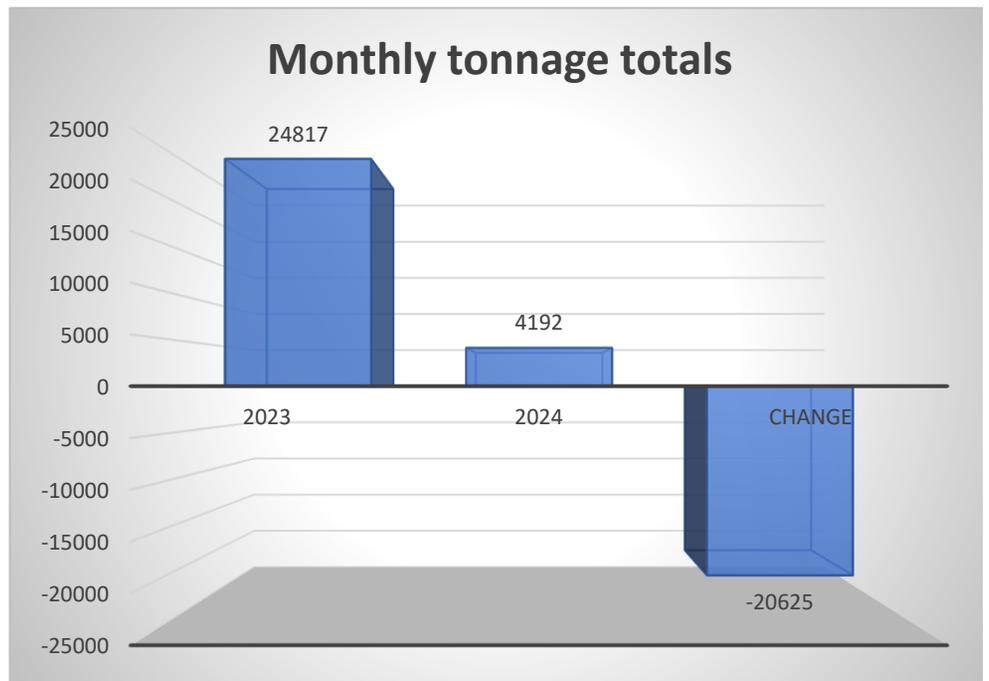
Tonnage Report - Monthly

Outbound	2023	2024	Change	Percentage
Heavy Lift/Project	880	0	-880	-100%
Barges-Heavy Lift/Project	0	186	186	18600%
Scrap Iron	18430	0	-18430	-100%
Steel	0	0	0	0%
Totals	19310	186	-19124	-99%

Inbound	2023	2024	Change	Percentage
Heavy Lift/Project	0	0	0	0%
Barges-Heavy Lift/Project	0	0	0	0%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	5507	4006	-1501	-27%
Totals	5507	4006	-1501	-27%

February- 2023-2024 Totals

Total	2023	2024	Change	Percentage
Heavy Lift/Project	880	0	-880	-100%
Barges-Heavy Lift/Project	0	186	186	18600%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Scrap Iron	18430	0	-18430	-100%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	5507	4006	-1501	-27%
Totals	24817	4192	-20625	-83%



Tonnage Report Monthly

Total	2023	2024	Change	Percentage
Outbound	19310	186	-19124	-99%
Inbound	5507	4006	-1501	-27%
Totals	24817	4192	-20625	-83%

February-2024

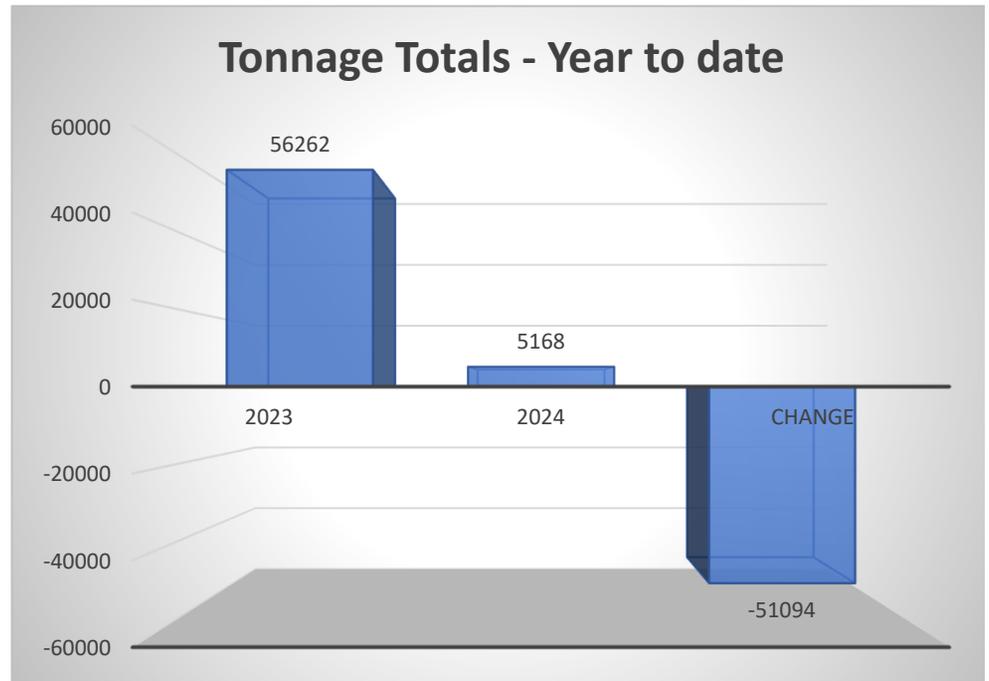
Tonnage Report - Year to Date

Outbound	2023	2024	Change	Percentage
Heavy Lift/Project	880	976	96	11%
Barges-Heavy Lift/Project	89	186	97	109%
Scrap Iron	47486	0	-47486	-100%
Steel	0	0	0	0%
Totals	48455	1162	-47293	-98%

Inbound	2023	2024	Change	Percentage
Heavy Lift/Project	613	0	-613	-100%
Barges-Heavy Lift/Project	0	0	0	0%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	7194	4006	-3188	-44%
Totals	7807	4006	-3801	-49%

Year to Date

Total	2023	2024	Change	Percentage
Heavy Lift/Project	1493	976	-517	-35%
Barges-Heavy Lift/Project	89	186	97	109%
Calcium Chloride	0	0	0	0%
Molasses/Fertilizer	0	0	0	0%
Scrap Iron	47486	0	-47486	-100%
Steel	0	0	0	0%
Lumber	0	0	0	0%
Rolled Paper	0	0	0	0%
Woodpulp	7194	4006	-3188	-44%
Totals	56262	5168	-51094	-91%



Tonnage Report Year to Date

Total	2023	2024	Change	Percentage
Outbound	48455	1162	-47293	-98%
Inbound	7807	4006	-3801	-49%
Totals	56262	5168	-51094	-91%

February 2024

LONGSHORE HOURS

2023-2024 Comparison

	2023	2024
January	3079.5	1676.0
February	2067.5	1319.0
March	2484.5	0.0
April	2065.0	0.0
May	1790.0	0.0
June	4147.0	0.0
July	4231.5	0.0
August	2215.0	0.0
September	3554.0	0.0
October	4447.5	0.0
November	2903.0	0.0
December	3261.5	0.0
Total:	36246.0	2995.0

2020-2021-2022-2023-2024 Comparison

	2020	2021	2022	2023	2024
January	2709.5	7018.0	3597.5	3079.5	1676.0
February	3317.5	5363.0	4179.0	2067.5	1319.0
March	3214.0	3151.0	8300.5	2484.0	0.0
April	2531.0	4781.0	4715.5	2065.0	0.0
May	3280.0	3489.0	3515.0	1790.5	0.0
June	2159.0	2755.5	4430.0	4147.0	0.0
July	2504.5	2156.5	4047.0	4231.5	0.0
August	2351.5	5191.5	4270.0	2215.0	0.0
September	1870.0	2417.0	4455.0	3554.0	0.0
October	2831.0	3174.0	2865.5	4447.5	0.0
November	2775.5	1449.0	1571.0	2891.0	0.0
December	2497.0	3973.5	4215.5	3261.5	0.0
Total:	32040.5	44919.0	50161.5	36234	2995.0

