



**ALBANY PORT DISTRICT COMMISSION MEETING  
OCTOBER 23, 2024**

**IMMEDIATELY FOLLOWING THE FINANCE CMTE. MEETING**

**AGENDA**

- 1) Approval of Minutes from the September 23, 2024 Commission meeting**
- 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) Ships, Barge and Tonnage Report**
- 7) Real Property/Development Update (by CCO Daly, SCM Yagan)**
- 8) 2025 Budget Approval (Resolution 22-2024)(CFO Stuto)**
- 9) Government Relations & Representation Extension – Catalyst New York LLC (Resolution 23 -2024) (CFO Stuto)**
- 10) Other Business (by Chairperson)**
- 11) Enter Executive Session<sup>1</sup>**
- 12) Exit Executive Session**
- 13) Next Meeting: Monday, November 25, 2024**

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<sup>1</sup> 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**  
**September 23, 2024**

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

Chairperson Steffens introduced the minutes of the August 28, 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 reported that she reviewed with the Finance Committee the financial results through August 31, 2024. She noted there were some variances from last month's projected; change in net position had an increase in revenue and operating expenses had a positive variance. Projected year end change in net position is \$1.621 million, \$160,000 short of the \$1,788 million budget.

CFO Stuto also reported that she presented the proposed 2025 Budget to the Finance Committee. She noted that she reviewed the proposed budget in detail, covering various proposed changes in both the projected and forecasted budget. She stated that the overall change in net position before capital funding came down to a 6% variance and overall change in net position after capital funding came in at \$1.370 million, which is \$208,000 higher than what was projected the prior month.

She noted that the Board will review the proposed budget and submit any questions they may have prior to the next Board meeting. The Board will then be presented with a resolution at the

next meeting to approve the proposed 2025 budget, which once approved will then be uploaded to the PARIS report.

### **CEO UPDATE**

- CEO Hendrick reported that Port Industry Day was an enormous success with approximately 180 in attendance. He congratulated Port staff on all their efforts in collaborating to put together such a successful event.
- CEO Hendrick talked about the solar wind turbine displays that the students from South Colonie presented at Port Industry Day. He noted that the students, which the Board sponsored, participated with their projects in the KidWind Challenge earlier in the year.
- CEO Hendrick reported that the new road work within the Port District is complete.
- CEO Hendrick reported that Port staff will be attending the American Association of Port Authorities convention in Boston, Mass.
- CEO Hendrick noted that staff is scheduled to meet with Empire State Development to discuss the grant application submitted for FAST NY.

### **SHIPS, BARGES & TONNAGE UPDATE**

Logistec General Manager Bill Ring provided the Board with an update on maritime activity through the month of August. He reported that one scrap vessel and one pulp vessel came into Port in the month of August, as well as a CHPE vessel bringing in cable. There was an uptick in woodpulp and scrap. Terminal activity has decreased slightly from the previous month and stored cargo is up for the month. Longshore hours have increased by 160% from last month and 10% from August of last year. The safety record is 114 days without lost time.

For the month of September, Logistec General Manager Ring expects to see another cable vessel along with a wheat vessel and a GE project barge carrying a generator. Also expected are 14 railcars carrying 98 containers of C&D material.

### **REAL PROPERTY/DEVELOPMENT UPDATE**

CCO Daly reported that Port staff has been busy with industry development activity related to offshore wind expansion as well as maritime and real estate development. The Port team has been in discussions with developers who are working on offshore wind development projects in the ocean. These developers are currently seeking support from Ports to supply potential storage space for offshore wind components.

In addition to the Port's own grant submissions to NYSERDA, NYSERDA had also opened up a fifth solicitation for offshore wind energy. The four selected offshore wind development teams have come to the Port to tour the facility as well as the expansion site for potential collaboration.

CCO Daly anticipates receiving grant results within the next thirty days. The Port team hosted a tour of the facility for ACENY representatives and attendees from the NY Offshore Wind Conference.

SCM Yagan thanked the Port Administration team for nominating him and being selected as a member of the City & State 40 under 40 for 2024.

SCM Yagan provided the Board with an update on the Expansion Project. He reported that roadwork and rail crossing work is substantially complete. Demolition work for 700 Smith Blvd. is scheduled to occur in October. All electrical and water infrastructure is complete. The Port team is working with DEC on the final steps of the reclamation plan. Bridge work is progressing with the concrete deck being poured as well as the beams installed and connected. The intersection of Corning Hill and River Road still has signalization and paving work to be completed, which is expected to be done in October.

### **TUGBOAT ROUNDUP SPONSORSHIP**

Chairperson Steffens presented Resolution 19-2024 related to the request for sponsorship of the Tugboat Roundup event. She noted that this is an event that the Port participates in and sponsors every year. She also mentioned that the event meets all the requirements of the sponsorship policy. Chairperson Steffens called for a motion to authorize the CEO to pledge APDC sponsorship of the Tugboat Roundup event at a cost not to exceed \$500. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

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

SCM Yagan presented Resolution 20-2024 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 was a need to modify the bridge design, add additional Storm Water Pollution Prevention Plan inspections as well as revise the grading plan and schedule additional project related meetings. Due to this additional work, the APDC staff recommended that the Board approve the contract increase of \$36,300. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to process McFarland-Johnson's Engineering Services Change order (ENC-09) at a cost not to exceed \$36,300. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

### **AMENDMENT TO LABELLA PROJECT MGMT. SERVICES CONTRACT**

SCM Yagan presented Resolution 21-2024 relating to the contract with LaBella to provide Project Management Services. He noted that during construction the scope of services required additional testing and off-hour inspections services by the subcontractor. These proposed additional services increased the project cost. Therefore, the APDC staff recommended that the

Board approve the increase of \$134,100 for additional services. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to process LaBella's change order at a cost not to exceed \$134,100. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

### **OTHER BUSINESS**

The Port team shared with the Board a video produced by LaBella Associates related to the expansion site development. They also shared a slide show of all the displays and days events at Port Industry Day.

### **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, October 23, 2024 being held immediately following the Finance 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.



## **Media Relations**

- Regular communications with local, regional, and industry media, including *Times Union*, *Albany Business Review*, *Spotlight News*, local TV stations, etc.
- Coordinated interviews with industry publications: DDC (*Design Develop Construct*) [project update]; *Heavy Lift* [port/maritime update]

### **MEDIA COVERAGE**

*Spotlight News* | September 18, 2024

Port of Albany extends invite to an open house

*Times Union* | September 26, 2024

Port experts say industry needs to re-shore; Port of Albany recently showcased the activities there

*Times Union* | September 27, 2024

Wind farms proposed off Long Island

*Spectrum News 1* | September 30, 2024

New York prepping for impacts of potential strike of East Coast port workers

*Times Union* | September 30, 2024

Hochul urges calm as 45K dockworkers poised to strike

*CBS6* | October 1, 2024

Port of Albany Remains Unaffected amidst US Port Strikes across East Coast

*Hudson Valley Post* | October 1, 2024

New York State Impacted by Massive Port Workers Strike

*lohud* | October 1, 2024

How the port strike could affect consumers. What you need to know

*Spotlight News* | October 2, 2024

Bethlehem Town Board barks back over fly ash

*Times Union* | October 15, 2024

Looking Back: Canadian Mine Sweepers (1959)

## **Community Outreach & Engagement**

- Attended meeting/toured facility with Capital Region BOCES CTE team (10/2) for special Albany Maritime Ministry project
- Participated in Capital Region Transportation Council meetings
- Participated in Capital Region Economic Development meetings
- Participated in South End Community Coalition weekly calls
- Participated in South End Workforce Development weekly calls
- Maintained regular communication with education partners incl. Capital Region BOCES, Questar III BOCES, HVCC
- Coordinated communication/outreach to Port tenants/neighbors and partners
- Coordinated Letters of Support for external partners

## **Speaking Opportunities/Tours/Events**

- Coordinated NYOWA/ACENY post conference Beacon Island site tour (9/17)
- Planned successful Port Industry Day 2024 (9/19) with more than 160 attendees and 16 expo tables/community partners
- Hosted orientation/tour for Capital Region Chamber Leadership class (10/10)

- Helping coordinate Capitalize Albany annual meeting onsite at the Port (12/2)

### **Internal Communications**

- 2024 Tenant/District visits (completed): Port Railroad, Rensselaer Generating, Springer Welding, Scarano Boats, Port Welding, Buckeye, Ardent Mills, CD Man, Mohawk Paper, Callanan, DEC, ASMG/Gorman.
- Meet weekly with Rich; meet regularly with Megan and John
- Maintain weekly staff update email; convene monthly staff meetings
- Serve as liaison to Albany Maritime Ministry, Logistec [Corporate Communications]
- Maintain regular communication with City of Albany Neighborhood Specialist
- Maintain regular communication with Town of Bethlehem
- Maintain communications with OSW partners/stakeholders comm's teams (including NYSERDA, Town of Bethlehem, South End, etc.) and provide updates to Commissioners/staff.

### **Marketing, Advertising, Digital Media, Collateral Development**

- Coordinated review for LaBella project video (Port-version)
- Coordinated video shoot for AAPA Convention Welcome montage
- Coordinating website re-design with Upside Collective (through Discovery phase to preliminary Design)
- Continuing efforts on collateral design, newsletter best practices, website re-design, and content calendar

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For Offshore Wind industry news feeds, sign up at: <https://renews.biz/> and/or <https://www.offshorewind.biz/>  
For more information, contact Penny Vavura, [pvavura@portofalbany.us](mailto:pvavura@portofalbany.us), 518-339-6042



## MONTHLY SHIP & BARGE REPORT

### HIGHLIGHTS for SEPTEMBER 2024:

Completed CHPE vessel/CMI barges started in August, 1 wheat vessel, 1 GE barge (generator). Began Heritage railcar operation.

### WHARF ACTIVITY for SEPTEMBER 2024

LINE   VESSELS	COMMODITY	TONNAGE-MT	CBM
EXP: CBC 4508	GE PROJECT	401	221
IMP: PATAGONIA	WHEAT	26,926	
IMP: MOLENGRACHT/CMI	SUBSEA CABLE	2,179	
		<b>29,506</b>	<b>221</b>

### TERMINAL ACTIVITY for SEPTEMBER 2024

COMMODITY	TONNAGE-MT	# TRUCKS	# RAIL
WOODPULP	1,708	89	
ROLL PAPER	0	0	
COILS	31	3	
STEEL	681	30	4
PROJECT	504	6	1
HERITAGE	227	50	4
<b>TOTAL</b>	<b>3,151</b>	<b>178</b>	<b>9</b>

### ANTICIPATED for OCTOBER 2024:

CHPE vessel & barges for sub-sea cable transfer- details TBD, CHPE vessel with land cable drums (12 pcs - 600 mt), Heritage railcars/146 containers/10 railcars of C&D material

### COMMODITY [YTD]

COMMODITY	MT	CBM
WOODPULP	17,588	0
ROLL PAPER	0	0
WHEAT	94,639	0
SCRAP	67,264	0
PROJECT	5,470	5,937
CHPE	8,926	
<b>TOTAL</b>	<b>176,299</b>	<b>5,937</b>

### STORED CARGO SEPTEMBER

COMMODITY	TONNAGE-MT	CBM
WOODPULP	739	
ROLL PAPER	1	
COILS	1,354	
STEEL	562	
PROJECT	557	3,511
<b>TOTAL</b>	<b>3,213</b>	<b>3,511</b>

### LONGSHOREMAN HOURS

SEPTEMBER 2024	YTD
5,417 (+52% from last month)	29,643 (+16% from last year)

### SAFETY RECORD

DAYS W/O LOST TIME	144
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**RESOLUTION 22-2024  
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, section 5, paragraph 4 of the APDC Enabling Legislation (“Legislation”) requires the APDC to “formulate and adopt a financial program”; and

**WHEREAS**, in accordance with the Public Authorities Accountability Act of 2005 (“PAAA”), the APDC is required to adopt the 2025 Budget no later than November 1, 2024; and

**WHEREAS**, the APDC Board of Commissioners has reviewed the proposed 2025 Budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the APDC approves the 2025 APDC Budget.

Signed: \_\_\_\_\_  
(Assistant) Secretary

Date of Authorization: October 23, 2024

Prepared by:  
Patrick K. Jordan, Esq.

**RESOLUTION 23-2024  
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**WHEREAS**, the APDC utilizes services for Government Relations and Representation to assist with communications, strategic development, support and grant, funding or resource development from local, state and federal agencies; and

**WHEREAS**, on October 27, 2021 the APDC Board authorized a contract with Catalyst New York, LLC (“Catalyst”) for Government Relations and Representation for a term of two years with two one year options; and

**WHEREAS**, throughout the past three years Catalyst has maintained a high level of service and integrity representing the APDC on current critical projects and Port-related issues. Therefore, the APDC wishes to exercise its option to extend the contract with Catalyst for one additional year under the same contractual terms with a cost not to exceed \$5,000 per month.

**NOW, THEREFORE, BE IT RESOLVED**, that the APDC extends the Government Relations and Representation contract with Catalyst New York, LLC for an additional one year term at a cost not to exceed \$5,000 per month and authorizes the Chief Executive Officer to execute the necessary documents to facilitate the extension.

Signed: \_\_\_\_\_  
Secretary

Date of Authorization: October 23, 2024  
Prepared by:  
Patrick K. Jordan, Esq.