



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

**IMMEDIATELY FOLLOWING THE FINANCE CMTE. MEETING**

**AGENDA**

- 1) Approval of Minutes from the August 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) Ships, Barge and Tonnage Report (by Bill Ring)**
  - 7) Real Property/Development Update (by CCO Daly, SCM Yagan)**
  - 8) Tugboat Roundup Sponsorship (Resolution 19 -2024)**
  - 9) Amendment to McFarland-Johnson Beacon Island Infrastructure Improvements Contract (Resolution 20-2024)**
  - 10) Amendment to LaBella Project Mgmt. Services Contract (Resolution 21-2024)**
  - 11) Other Business (by Chairperson)**
  - 12) Enter Executive Session<sup>1</sup>**
  - 13) Exit Executive Session**
  - 14) Next Meeting: October 23, 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**  
**AUGUST 28, 2024**

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey, Cinquanti, Tagliento and Abriel. Also present were, CEO Hendrick, General Counsel Jordan, CFO Stuto, DSI Schneidawin, DEA Vavura, Director of Security Stock, Administrative Assistant DiLillo, Logistec General Manager Bill Ring and Logistec VP of Operations Chris Duda.

Chairperson Steffens introduced the minutes of the July 19, 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 the forecasted and preliminary results through July 31, 2024. She reported that the July budget to actual stayed consistent from the month of June. Operating revenue had some variances in the projections, particularly in dockage fees. There was also a \$40,000 projected decrease in the public/private administrative revenue, which is based on the substantial completion of the pad ready work for the expansion site and a \$80,000 projected decrease for the end of the year. Operating expenses are within \$4,000 for what was projected at the end of June. Net depreciation and other expenses are within \$200 of what was previously projected. The change in net position for the end of the year is expected to have a variance of \$600,000 from budget.

**CEO UPDATE**

- CEO Hendrick reported that Port staff has dedicated numerous hours working on the NYSERDA grant application for the next round of procurement for offshore wind development.

- CEO Hendrick reported that Port staff had met with NYSDOT representatives to discuss the allocation of remaining grant funds from the PFRAP grant. The work earmarked for these funds came in under budget leaving a remaining balance. Commissioner Coffey asked approximately how much grant funding was remaining and if it was specifically designated for certain projects. CFO Stuto responded that there is approximately \$500,000 and that they did have specific projects to use it for.
- CEO Hendrick reported that the road work on the south end of the facility is just about complete. Contractors will then start working on Route 144 at the entrance of Beacon Island creating a turning lane and widening the roadway. There will also be a traffic light installed at Corning Hill.
- CEO Hendrick reported that staff is scheduled to make a presentation to the Capital District Transportation Council regarding the Port's projects.
- CEO Hendrick spoke about Port Industry Day, giving the Board an overview of the day's agenda.

### **EXTERNAL AFFAIRS AND COMMUNICATIONS UPDATE**

DEA Vavura provided the Board with an update on the large volume of recent media coverage related to maritime activity and offshore wind developments.

She reported that the Port team continues to work with Upside Collective on the website redesign, which is expected to launch at the end of November. The Security team participated in a spill drill with the U.S. Coast Guard and the Port staff hosted the Rensselaer Chamber of Commerce staff for a river tour.

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

Logistec General Manager Bill Ring provided the Board with an update on maritime activity through the month of July, noting that terminal activity had been slow for the month. He reported that one project vessel came into port for the month of July. The new hoppers and conveyor system for Ardent Mills grain importing has been set up on the south dock and will be ready for use when the next wheat ship arrives in September. There were 3,793 tons of a variety of cargo for the month of July, with 141 trucks and 12 rail cars carrying steel. Longshore hours are down by 52% from last month, but up 4% from last year. The safety record is 83 days without lost time.

Chairperson Steffens asked General Manger Ring if he felt that things were on track for the rest of the year. He responded that he did feel that things were on track and that there could potentially be additional cargo before the end of the year.

**REAL PROPERTY/DEVELOPMENT UPDATE**

DSI Schneidawin reported that Port staff currently has four grant application submissions still outstanding, two with NYS (NYSERDA and ESD) and two with the Federal government (USDOT, MPDG and EPA Clean Port).

The Port team has had multiple business conversations surrounding NYSERDA's fifth offshore wind procurement. The Port team continues to engage in discussions with Harbor Rock relating to the development of the Rensselaer site. They have also engaged in conversations with other maritime logistic companies pertaining to heavy cargo and have met with the Oceanic Network team related to workforce development components regarding offshore wind.

DSI Schneidawin also reported that the bridge construction at the expansion site is within six weeks of completion.

**USS SLATER SPONSORSHIP**

Chairperson Steffens presented Resolution 17-2024 related to the request for sponsorship of the 2024 USS Slater Night. She noted that the USS Slater is a US historic site relating directly to the maritime industry. Chairperson Steffens called for a motion to authorize the CEO to pledge APDC sponsorship of the USS Slater Night at a cost not to exceed \$5,000. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

**ARDENT MILLS CONSENT FOR IMPROVEMENT**

General Counsel presented Resolution 18-2024 related to the APDC consenting to a request by Ardent Mills to construct a one-story addition to its existing flour production facilities. He noted that Ardent Mills was up-to-date with their lease payments and continues to be in compliance with the terms of their current lease with APDC. Chairperson Steffens called for a motion to authorize the CEO to execute any documents necessary to grant the consent to Ardent Mills to construct the one-story addition. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

**OTHER BUSINESS**

Rev. Kate Drefke, Chaplin of the Maritime Ministry spoke to the Board about the Ministry's open house. She reported that it was a very successful event and that they received multiple new volunteer applications. She also noted that the Maritime Ministry would be participating in Port Industry Day on September 19<sup>th</sup>.

**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, September 18, 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*, *City & State*, *Politico*, local TV stations, etc.
- Coordinated interviews with industry publications: DDC (*Design Develop Construct*) [project update]; *Heavy Lift* [port/maritime update]

### **MEDIA COVERAGE**

*Capital Region Chamber Fast Take* | August 23, 2024

The Port of Albany Hosts Port Industry Day

*City & State* | September 9, 2024

The 2024 Albany 40 Under 40 (Roddy Yagan)

*Bloomberg* | September 9, 2024

French Wheat Heads to New York as US Flour Mills Keep Importing

*Times Union* | September 13, 2024

Port of Coeymans thrives as staging area for NYC infrastructure projects

*WAMC* | September 17, 2024

At Port of Coeymans, offshore wind industry work is booming

## **Community Outreach & Engagement**

- Attended Downtown BID Annual Meeting (8/22)
- Attended Callanan appreciation lunch (8/29)
- Attended Waterford Tugboat Roundup (9/6-8)
- Participated in Capital Region Transportation Council meetings
- Participated in Capital Region Economic Development meetings
- Coordinating special project between Capital Region BOCES and Albany Maritime Ministry
- Participated in regular check-in with Logistec Communications
- 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 NYSERDA grant application

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

- Planning for Port Industry Day 2024 (9/19) including invitations/rsvps, speaker and set-up logistics, community display tables, media, etc.
- Coordinating NYOWA/ACENY post conference Beacon Island site tour (9/17)

## **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

- 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 and permissions for LaBella project video (and related Port-version)
- Coordinated website re-design with Upside Collective
- 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 AUGUST 2024:

1 scrap vessel, 1 pulp vessel, CHPE vessel/CMI barges (50% complete).

### WHARF ACTIVITY for AUGUST 2024

	LINE	VESSELS	COMMODITY	TONNAGE-MT	CBM
EXPORT	SERENITY		SCRAP	10,013	
IMPORT	EEMSBORG		WOODPULP	4,505	
IMPORT	MOLENGRACHT/CMI		SUBSEA CABLE	2,179	
				16,697	0

### TERMINAL ACTIVITY for AUGUST 2024

COMMODITY	TONNAGE-MT	# TRUCKS	# RAIL
WOODPULP	2,029	101	
ROLL PAPER	12	1	
COILS	132	8	
STEEL	67	4	
PROJECT	0	0	
<b>TOTAL</b>	<b>2,240</b>	<b>114</b>	<b>0</b>

### ANTICIPATED for SEPTEMBER 2024:

CHPE vessel & barges for sub-sea cable transfer (2,211 mt/25 miles of cable/9-10 days alongside - 24/7/approx 2800 man hrs), Wheat vessel/27,000 mt, GE project barge (1 generator), 14 railcars/98 containers of C&D material

### COMMODITY [YTD]

COMMODITY	MT	CBM
WOODPULP	17,588	0
ROLL PAPER	0	0
WHEAT	67,713	0
SCRAP	67,264	0
PROJECT	5,069	5,716
CHPE	6,747	
<b>TOTAL</b>	<b>146,793</b>	<b>5,716</b>

### STORED CARGO AUGUST

COMMODITY	TONNAGE-MT	CBM
WOODPULP	6,355	
ROLL PAPER	1	
COILS	1,385	
STEEL	854	
PROJECT	809	4,436
<b>TOTAL</b>	<b>9,404</b>	<b>4,436</b>

### LONGSHOREMAN HOURS

AUGUST 2024	YTD
3,643 (+160% from last month)	24,315 (+10% from last year)

### SAFETY RECORD

DAYS W/O LOST TIME

114

**RESOLUTION 19-2024  
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 APDC Sponsorship Policy (“Policy”) permits APDC sponsorship of events and for purposes that advances the APDC mission through providing financial assistance in the areas of maritime commerce or economic development; and

**WHEREAS**, the APDC has been asked to consider sponsoring the 2024 Tugboat Roundup (“Event”); and

**WHEREAS**, the Event occurs annually and is based on the Hudson River featuring activities and exhibits that demonstrate different components of the maritime-industry; and

**WHEREAS**, the 2024 approved APDC operating Budget has allocated an amount sufficient to support the Event at a sponsorship level of \$500;

**NOW, THEREFORE, BE IT RESOLVED**, the APDC finds that this sponsorship request is in accordance with the Policy and authorizes the Chief Executive Officer to pledge APDC sponsorship of the 2024 Tugboat Roundup in the amount of \$500.

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

Date of Authorization: September 23, 2024

Prepared by:  
Patrick K. Jordan, Esq.

**RESOLUTION 20-2024  
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 APDC has embarked on the expansion of the Albany Port District in the Town of Bethlehem and a 14.5 acre site in the City of Albany with a proposed offshore wind tower manufacturing plant (the "Project"); and

**WHEREAS**, on March 24, 2021 the APDC Board authorized a contract with McFarland-Johnson, Inc. to provide Supplemental Engineering Services for the Phase 1 Infrastructure Design and Permitting related to the Project ("Engineering Services"); and

**WHEREAS**, the existing contracted services related to stormwater design, inspection services, power infrastructure and construction administration having defined quantities of meetings, hours or inspections have been exhausted; and

**WHEREAS**, aspects of the bridge portion of the Project was modified, requiring revisions to the bearing design, as well as additional Storm Water Pollution Prevention Plan inspections, a revised grading plan to comply with the DEC cap requirements and project related meetings; and

**WHEREAS**, these scope changes have led to proposed additional Engineering Services and subconsultant services for the design changes, support services and construction administration.

**NOW, THEREFORE, BE IT RESOLVED**, that the APDC authorizes the Chief Executive Officer to execute the necessary documents to process McFarland-Johnson's Engineering Services Change Order ECN-09 for Phase 1 Infrastructure Design and Permitting related to the Project at a cost not to exceed \$36,300. The new contract cost will be \$3,322,988.

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

Date of Authorization: September 23, 2024

Prepared by:  
Patrick K. Jordan, Esq.

**RESOLUTION 21-2024  
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 APDC has embarked on the expansion of the Albany Port District in the Town of Bethlehem and is developing a "pad-ready" site for an offshore wind manufacturing development (the "Project"); and

**WHEREAS**, on July 19, 2023 the APDC Board authorized a contract with LaBella Associates, PC ("LaBella") to provide Project Management Services for the Project; and

**WHEREAS**, some construction operations shifted to off-hour periods, which required off-hour and overtime personnel for inspections and associated general conditions, and additionally the NYSDEC requires a permeability test be undertaken for the site that is proposed to be performed by a subcontractor under the Engineering Services; and

**WHEREAS**, these scope changes have led to proposed additional Project Management Services and subcontracted services related to the inspections and testing services for the Project.

**NOW, THEREFORE, BE IT RESOLVED**, that the APDC authorizes the Chief Executive Officer to execute the necessary documents to process LaBella's Project Management Services Change Order related to the Project at a cost not to exceed \$134,100. The new contract cost will be \$1,720,100. .

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

Date of Authorization: September 23, 2024

Prepared by:  
Patrick K. Jordan, Esq.