



**ALBANY PORT DISTRICT COMMISSION
MEETING**

DECEMBER 20, 2024

Immediately following the Audit Committee Meeting

AGENDA

- 1) **Approval of Minutes from the November 25, 2024 Commission meeting**
 - 2) **Public Comment**
 - 3) **Audit Committee Update (by Comm. Cinquanti)**
 - 4) **Financial Update (by CFO Stuto)**
 - 5) **CEO Update (by CEO Hendrick)**
 - 6) **External Affairs and Communications Update (by DEA Vavura)**
 - 7) **Ships, Barges and Tonnage Report**
 - 8) **Real Property/Development Update (by CCO Daly & SCM Yagan)**
 - 9) **Appointment of Committee Members (Resolution 26-2024)(Cnsl. Jordan)**
 - 10) **Capital Region Chamber Sponsorship (Resolution 27-2024)(CFO Stuto)**
 - 11) **Other Business**
 - 12) **Enter Executive Session¹**
 - 13) **Exit Executive Session**
 - 14) **Next Meeting: January 29, 2025**
-

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

November 25, 2024

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

Chairperson Steffens introduced the minutes of the October 23, 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 Cinquanti and passed unanimously.

PUBLIC COMMENT

There were no public comments.

FINANCIAL UPDATE

CFO Stuto presented and reviewed with the Board the forecast and preliminary financial results through October 31, 2024. She reported that the revenue forecasted has increased by \$80,000 from September due to dockage fees and crane equipment rental. There was also a \$20,000 dockage adjustment in October, which was due to a billing rate on a September invoice. The operating expense projection improved slightly by \$26,000, which brings the projected operating income to \$1.13 million compared to the budget of \$545,000, a \$54,000 decrease from last month. Depreciation and other income expenses is consistent with last month's projection. The projected change in net position before capital funding decreased by \$46,000. There were no changes to the projection of grant revenue, but the projection to the Public/Private revenue and expenses have increased by \$3.2 million. The total change in net position is projected at a negative \$2.345 million compared to the budget of \$1.788 million. Ninety four percent of this variance is due to the capital grant timing.

Chairperson Steffens congratulated CEO Hendrick on his appointment to the Vice Chair position for the AAPA.

CEO UPDATE

- CEO Hendrick reported that the American Association of Port Authorities Annual Convention in Boston was one of the highest attended, with three representatives from the Port of Albany.
- CEO Hendrick noted that Port staff had a very productive meeting with the new regional representative from National Grid along with her team. Staff provided them with a tour of the facility as well as engaged in discussions related to infrastructure improvements.
- CEO Hendrick reported that the security team has submitted the 5-year security plan audit to the U.S. Coast Guard. He thanked Security Director Stock and the Tech Valley Security team for their hard work.

Chairperson Steffens mentioned that Capitalize Albany along with Dagen Trucking will be hosting Capitalize Albany's Annual Meeting at Dagen's facility at the Port on December 2nd.

EXTERNAL AFFAIRS AND COMMUNICATIONS UPDATE

DEA Vavura provided the Board with an update on recent media coverage related to maritime activity and offshore wind developments, highlighting media coverage on CEO Hendrick's appointment as Vice Chair of the AAPA Board of Directors. She provided the Board with an update on upcoming Port events. DEA Vavura also mentioned that staff continues to work with Upside Collective on the preliminary design stage of the new website.

SHIPS, BARGES & TONNAGE UPDATE

Logistec General Manager Bill Ring provided the Board with an update on maritime activity through the month of October. He reported that staff off-loaded 12 drums of land cable related to the Champlain Hudson Power Express Project (CHPE). Commodities year-to-date have been staying consistent, however there has been a slight increase in terminal activity with 4,774 tons of commodities, 500 trucks and 24 rail cars in the month of October. Stored cargo is down slightly. Longshore hours are down 62% for the month, but up by 4% for year-to-date compared to last year. Safety record stands at 175 days without lost time. November is projected to be a busy month, bringing in 2 CHPE vessels, a scrap vessel, wood pulp vessel and railcars/containers loaded with C&D material. Logistec is presently negotiating a new four year contract with the Longshoreman Union.

REAL PROPERTY/DEVELOPMENT UPDATE

CCO Daly reported that she and DSI Schneidawin attended the American Clean Power Association Offshore Wind Power Conference. While at the conference, they spoke to many attendees about offshore wind and other potential business development pursuits as well as learning of another NYSERDA RFQ that is being let out for submission. The Port team has been in discussions with businesses about potential development for non-wind use within the Port District.

SCM Yagan provided the Board with an update on the Expansion Project. He reported that the substantial completion packet for work on Beacon Island will be issued to Gilbane within the next few days. Crews are working on demobilizing the project site. The Port is expecting to receive high voltage equipment within the first few months of next year. The bridge is fully installed and work on Normanskill Street is complete.

WHARF INFRASTRUCTURE ENGINEERING AND DESIGN SERVICES

CFO Stuto introduced Resolution 24-2024 related to Engineering and Design Services for Wharf Infrastructure. The major work included under this agreement would entail the strengthening of the wharf's decking for heavy rail. The funding source for this project would be covered under a NYSDOT Passenger and Freight Rail Assistance Program. Based on their expertise in maritime engineering and a proven past performance while producing the initial and current infrastructure design work on the wharf, the APDC team recommended awarding the contract to Meuser Rutledge Engineering. Chairperson Steffens asked for a motion to authorize the CEO to execute the necessary documents to award the contract for Wharf Infrastructure Engineering and Design Services to Meuser Rutledge Engineering at a cost not to exceed \$297,000. A motion was made by Commissioner Abriel, seconded by Commissioner Cinquanti and passed unanimously.

HUDSON RIVER TRADING GAME & NAVIGATING THE SEAS SPONSORSHIP

Chairperson Steffens introduced Resolution 25-2024 related to the Hudson River Trading Game and Navigating the Seas Program sponsorship. She noted that this sponsorship supports events and activities to educate students in various aspects of the maritime industry throughout the school year. Chairperson Steffens asked for a motion to authorize the CEO to pledge APDC sponsorship of the Hudson River Trading Game and Navigating the Seas Program in the amount not to exceed \$3,000. A motion was made by Commissioner Cinquanti, seconded by Commissioner Abriel and passed unanimously.

OTHER BUSINESS

No other business for discussion.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter executive session for the purpose of discussing pending litigation and for the proposed acquisition, sale or lease of real property. A motion was made by Commissioner Abriel, seconded by Commissioner Cinquanti and passed unanimously.

No action was taken during executive session.

NEXT MEETING

Chairperson Steffens informed those in attendance that the **next meeting of the APDC Board of Commissioners will be Friday, December 20, 2024 being held 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 Cinquanti, seconded by Commissioner Abriel and passed unanimously. The meeting was adjourned.

Draft



Media Relations

- Regular communications with local, regional, and industry media, including *Times Union*, *Albany Business Review*, *Spotlight News*, local TV stations, etc.

MEDIA COVERAGE

Times Union | November 17, 2024

Plan Ahead: Holiday season opportunities to give, remember, learn, create (Christmas at Sea)

American Journal of Transportation | November 19, 2024

Port of Albany CEO Hendrick unanimously elected as Vice Chairman of National Ports Association Board

Marine Link | November 19, 2024

Port of Albany CEO elected as Vice Chair of National Ports Association

Rensselaer County Regional Chamber Member News | November 19, 2024

Port of Albany CEO Hendrick unanimously elected as Vice Chairman of National Ports Association Board, American Association of Port Authorities (AAPA)

Capital Region Chamber News | November 20, 2024

Port of Albany CEO Hendrick Unanimously Elected as Vice Chairman of National Ports Association Board (AAPA)

Heavy Lift | November 20, 2024

Hendrick named vice chairman of AAPA

Marine Link | November 21, 2024

AAPA Welcomes 2024-2025 Leadership

Spotlight Newspapers | December 4, 2024

Port of Albany CEO elected Vice Chair of National Ports Assoc. Board

Times Union | December 5, 2024

SEEN: Capitalize Albany Corporation's Building For Tomorrow 2024

Capital Region Chamber Fast Take | December 13, 2024

Port of Albany CEO Hendrick Unanimously Elected as Vice Chairman of National Ports Association Board (AAPA)

Community Outreach & Engagement

- Attended CPKC Christmas Holiday Train Menands stop (11/25)
- Attended Capitalize Albany Annual Meeting event at Dagen Warehouse (12/2)
- 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, HVCC
- Coordinated communication/outreach to Port tenants/neighbors and partners

Speaking Opportunities/Tours/Events

- Helped coordinate event details; Daly moderated panel at Capitalize Albany annual meeting (12/2)
- Helped coordinate event details for Port Tenant + Friends Holiday Lunch (12/11)
- Coordinating details for Ring retirement party (12/17)

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.
- Started planning for 2025 monthly staff meetings and tenant events
- 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

- Coordinating website re-design with Upside Collective (at Design phase)
- Continuing efforts on collateral design and content calendar

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, 518-339-6042

MONTHLY SHIP & BARGE REPORT

HIGHLIGHTS for NOVEMBER 2024:

1 SCRAP VESSEL, 1 WOODPULP VESSEL, 1 PROJECT BARGE, 2 CHPE CABLE VESSELS, C&D CONTAINER RAILCARS, LOAD OUT CHPE CABLE DRUMS TO TRUCKS

WHARF ACTIVITY for NOVEMBER 2024

LINE VESSELS	COMMODITY	TONNAGE-MT	CBM
EXP CANNY CAROLINE	SCRAP	26,364	
IMP MOLENGRACHT	CHPE CABLE	4,344	
IMP HUDSONGRACHT	CHPE CABLE	2,027	
IMP EEMSBORG	WOODPULP	4,505	
EXP WITTE 5001	GE PROJECT	423	603
		37,663	603

TERMINAL ACTIVITY for NOVEMBER 2024

COMMODITY	TONNAGE-MT	# TRUCKS	# RAIL
WOODPULP	1,844	95	
CHPE CBL DRUMS	476	10	
COILS	81	5	
STEEL	769	22	6
PROJECT	30	17	0
HERITAGE	771	170	12
TOTAL	3,971	319	18

ANTICIPATED for DECEMBER 2024:

1 IMPORT GE PROJECT BARGE (189 MT ROTOR), 2 EXPORT GE PROJECT BARGES (542 MT GENERATORS), 1 EXPORT PROJECT BARGE EX RENSSELAER (200 MT TRANSFORMER), CHPE CABLE DRUM VESSEL (28 DRUMS). CONTINUED HANDLING OF HERITAGE ENVIRONMENTAL C&D CONTAINERS.

COMMODITY [YTD]

COMMODITY	MT	CBM
WOODPULP	22,093	0
ROLL PAPER	0	0
WHEAT	94,639	0
SCRAP	93,628	0
PROJECT	5,893	6,540
CHPE	15,866	
TOTAL	210,026	6,540

STORED CARGO NOVEMBER

COMMODITY	TONNAGE-MT	CBM
WOODPULP	4,374	
ROLL PAPER	1	
COILS	1,173	
STEEL	458	
PROJECT	520	1,606
TOTAL	6,526	1,606

LONGSHOREMAN HOURS

NOVEMBER 2024	YTD
9,062 (+212% from last month)	40,412 (+23% from last year)
SAFETY RECORD	
DAYS W/O LOST TIME	205

**RESOLUTION 26-2024
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, Section 2824 of NYS Public Authorities Law requires board members of state and local authorities to establish certain board committees (“Committees”); and

WHEREAS, the APDC Commission Charter establishes that the APDC Chairperson designates the chair and members of the Committees annually.

NOW, THEREFORE, BE IT RESOLVED, that the APDC acknowledges the membership of the 2025 APDC Committees as detailed on the attached Schedule.

Signed: _____
(Assistant) Secretary

Date of Authorization: December 20, 2024

Prepared by:
Patrick K. Jordan, Esq.

**PROPOSED
APDC COMMITTEE MEMBERSHIP
2025**

Audit Committee

Michael Cinquanti, Chair
Joseph Coffey, Member
Dominic Tagliento, Member
Warren Abriel, Member
Georgette Steffens, Ex Officio

Finance Committee

Joseph Coffey, Chair
Michael Cinquanti, Member
Dominic Tagliento, Member
Warren Abriel, Member
Georgette Steffens, Ex Officio

Governance Committee

Dominic Tagliento, Chair
Michael Cinquanti, Member
Joseph Coffey, Member
Warren Abriel, Member
Georgette Steffens, Ex Officio

**RESOLUTION 27-2024
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 Capital Region Chamber (“Chamber”) has requested APDC sponsorship of the Chamber’s Annual Dinner to be held on March 27, 2025 (“Event”);

WHEREAS, the Chamber anticipates that over 1,000 attendees, comprised of business and civic leaders and state and local officials, will attend the Event; and

WHEREAS, staff has determined that the Chamber’s request complies with the Policy.

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 Event at the Premier Table Sponsor level at a cost not to exceed \$3,900.

Signed: _____
(Assistant) Secretary

Date of Authorization: December 20, 2024

Prepared by:
Patrick K. Jordan, Esq.



For more information, contact:

Lauren Cognato

Events Manager

lcognato@capitalregionchamber.com

518.431.1438

Annual Dinner Table Sponsor

The Capital Region Chamber's Annual Dinner is the region's premier business event which attracts more than 1,000 business and civic leaders. At the event, the Chamber presents its highest honors, the ChangeMaker and Chamber Champion awards.

Thursday, March 27, 2025
Albany Capital Center

Premier Table Sponsor

- \$3,900 investment – limited availability
- Receive a table of 10 with premium seating
- Recognized as a Premier Sponsor with company name included on event invitation if sponsorship is received by December 13, 2024
- Recognized as Premier Table Sponsor in event program and on the event registration page on Chamber website
- Recognized as Premier Table Sponsor with your company logo on screen in rotation throughout the dinner

Your Order

 Premier Tables @ \$3,900 each