

Albany Port District Commission
(Part 203.6 Accompanying Documentation to the 2013 Budget and Financial Plan)

- a) ***An explanation of public authority's relationship with the unit or units of government, if any, on whose behalf or benefit the authority was established:***

The Albany Port District Commission ("APDC") is a "local public authority" as such term is defined in section two of the New York Public Authority Law. Five individuals serve as "APDC Commissioners" and comprise the APDC Board. Four of the members are nominated by the Mayor of the City of Albany. One member is nominated by the Mayor of the City of Rensselaer. The nominations are submitted to the Governor and if approved by the Governor, the nominees are appointed by the Governor. The five APDC Commissioners receive no compensation for their services.

- b) ***A description of the budget process, including dates of key budget decisions:***

The budget process is ongoing through the fiscal year at staff and board level. Quarterly the CFO reviews the actual revenue and expenses as it relates to budget with the Finance Committee of the Board. The APDC key budget dates are as follows:

- 1) A draft budget is presented for review and discussion at the August Finance Committee and made available for public inspection in the Rensselaer City Clerk's Office, Albany City Clerk's Office, Rensselaer Public Library, Albany Public Library, and the offices of the APDC.
 - 2) Following discussion during August-October, the Finance Committee presents their recommended budget to the Board for discussion and approval at the October Board Meeting.
- c) ***A description of the principal budget assumptions, including sources of revenue, staffing and future collective bargaining costs and programmatic goals:***

The APDC has three (3) main revenue sources: Maritime, Rental, and Security revenue.

Estimated maritime revenue is estimated based on the cumulative experience of the General Manager, the contracted stevedore, Financial Officer, and the historical analysis of prior years of activity at the APDC (see attachment A).

The estimated rental revenue is based on signed leases of the tenants at the Port (see attachment B).

The estimated security revenue is directly derived from the estimated maritime revenue (discussed above).

Staff and Programmatic goals are discussed at the Bi-weekly management meetings, as well as reviewed with the full board.

d) ***A self-assessment of budgetary risks:***

The Chief Financial Officer reviews the maritime, rental and security revenue on a weekly basis. If any of the revenue sources is not within the expected budgetary forecast, the CFO in consultation with other staff/Board members, as needed, will develop a plan of correction and/or justification.

e) ***A revised forecast of current year's budget:***

There has not been a revised budget forecast for fiscal year 2012. The budget for fiscal year 2012 is currently within the budgetary forecast.

f) ***A reconciliation that identifies all changes in estimates from the projections in previously approved budget or plan:***

The budget forecast for 2012 is currently tracking very closely to actual revenue and expenses.

g) ***A statement of the last completed fiscal year's actual financial performance in categories consistent with the proposed budget or financial plan:***

See attached Income Statement and Balance Sheet Highlights for December 2011 (see attachment C).

h) ***A projection of the number of employees, including sources of funding, numbers of full-time and full-time equivalents, and functional classifications:***

<u>2012</u>	<u>FTE</u>	<u>2013</u>	<u>FTE</u>
Police/Security	7.6	Police/Security	7.6
Clerical	6.0	Clerical/Admin	7.5
Attorney	1.0	Attorney	1.0
Custodial/Building OPS	4.2	Custodial/Building OPS	4.2
Custodial/Building	1.0	Custodial/Building	1.0
Foreman		Foreman	

i) ***A statement of each revenue-enhancement and cost-reduction initiative that represents a component of any gap-closing program and the annual impact on revenues, expenses, and staffing:***

The APDC did not require a gap-closing program during fiscal year 2012 and there is no gap anticipated in 2013.

- j) ***A statement of the source and amount of any material non-recurring resource that is planned for use in any given fiscal year:***

The APDC has previously secured grants from the New York State Department of Transportation and the federal government for a wharf reconstruction during 2011. This wharf reconstruction project is expected to be complete during 2012. At the time this statement was prepared, the APDC had expended \$11,500,000 of this grant.

- k) ***A statement of any transactions that shift material resources from one year to another and the amount of any reserves:***

There have not been any such transactions at the APDC.

- l) ***A statement of borrowed debt projected to be outstanding at the end of the each fiscal year covered by the budget of financial plan (note that the APDC does not have debt issuances, therefore the remainder of this paragraph is not applicable):***

	Long Term Debt			
	December 31 2010	Debt Issued	Debt Payments	December 2011
NYS First Instance advances (A)	\$317,709	0	80,000	237,709
M&T Warehouse Obligation (B)	1,112,634	0	60,556	1,052,098
KeyBank Crane Obligation (C)	110,516	0	110,516	0
Real Lease capital lease (D)	<u>31,884</u>	0	<u>18,146</u>	<u>13,738</u>
	\$1,572,743	\$0	\$269,226	\$1,303,525
Less current maturities	<u>269,226</u>			<u>156,807</u>
	<u>\$1,303,517</u>			<u>\$1,146,718</u>

(A) New York State First Instance Advances are non-interest bearing advances, authorized by the State pursuant to the provisions of Section 19, Chapter 170 of the Laws of 1967, for construction, reconstruction and rehabilitation of facilities. The terms of the agreement, as approved by the State Division of Budget and the State Legislature, provide for equal annual payments, each in the amount of \$80,000, through the year 2013, with a final payment of \$77,709 in 2014.

(B) During 1994, the APDC entered into an agreement with Albany Industrial Development Agency (AIDA) providing for a ground lease of certain real property owned by the Commission. Concurrent with this transaction, AIDA conveyed their rights under the ground lease to the Albany Local Development Agency (ALDC) and issued, for the benefit of ALDC, Civic Facility

Revenue Bonds in the amount of \$1,675,000. The net proceeds of the Revenue Bonds were utilized to construct a 70,000 square foot warehouse facility which was subsequently leased to the APDC. The ground lease between the APDC and AIDA, which provided for no rental payments, was to extend over the 30 year term of the Revenue Bonds. The APDC was obligated under the facility lease to provide for payments, approximating \$11,500 monthly (through February 2004), which were to be utilized by ALDC to fund their debt service obligations over the 30 year term of the Revenue Bonds. Upon termination of the ground lease and the project facility lease, and the repayment of the Revenue Bonds, the warehouse facility and related improvements are to be conveyed to the APDC. The APDC recorded this transaction as a capitalized lease obligation with the project facility and lease obligation both recorded on the APDC's balance sheet.

In 2004, the APDC refinanced this obligation through a mortgage with M&T Bank, and concurrently, defeased the revenue bonds. The terms of the mortgage provide for monthly payments of \$8,718, including interest at 4.07% per annum, with 20 year amortization and a 10 year balloon payment. Final maturity is November 2014. The mortgage is secured by the warehouse facility.

(C) During 2001, the APDC acquired a heavy lift crane to improve the loading and unloading of cargo at the Port's facilities. The crane was partially funded by the U.S. Department of Commerce under a grant in the approximate amount of \$806,000. The net cost of the crane (the acquisition cost of approximately \$2,366,000, net of government grant funding) was funded under a capitalized lease arrangement with Key Bank. The imputed rate under the ten year lease approximates 4.76%. Monthly payments approximating \$18,700 are required through June 2011. The Commission recorded this transaction as a capitalized lease obligation with the crane and the lease obligation both recorded on the APDC's balance sheet.

(D) During the 2007, the APDC acquired two forklifts to improve the loading and unloading of cargo at the Port's facilities. The cost of the forklifts was funded under two separate capitalized lease arrangements with Real Lease, Inc. (acquisition cost of both forklifts approximates 3.3% per annum for each lease). Combined monthly payments approximating \$1,600 are required through September 2012. The APDC recorded this transaction as a capitalized lease obligation with the forklifts and the lease obligations both recorded on the APDC's balance sheet.

At December 31, 2011, long-term debt maturities were comprised of the following:

<u>Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	\$156,798	\$41,849	\$198,647
2013	\$145,683	\$38,937	\$184,620
2014	<u>\$1,001,035</u>	<u>\$33,033</u>	<u>\$1,034,068</u>
	<u>\$1,303,516</u>	<u>\$113,819</u>	<u>\$1,417,335</u>

Interest Expense, inclusive of interest imputed on capital leases and certain other related costs, was \$51,085 and \$66,872 for 2011 and 2010, respectively.

m) *A statement of annual projected capital cost broken down by category and sources of funding, and for each capital project, estimates of the annual commitment, total project cost, expected date of completion and the annual cost of operating and maintaining those capital projects or capital categories that, when placed into service, are expected to have a material impact on the operating budget:*

See attachment D.

ALBANY PORT DISTRICT COMMISSION

January 6, 2012

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Report of Barges-Tonnages-Barges

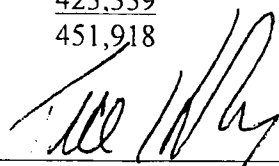
<u>Ships</u>	<u>December</u>	<u>Year to Date</u>
Grain	0	3
Heavy Lift/Project	1	22
Molasses	0	1
Scrap Iron	0	8
Woodpulp	<u>0</u>	<u>8</u>
Total	1	42

Barges

Heavy Lift/Project	0	11
Lay Berth	0	5

<u>Cargo</u>	<u>December</u>	<u>Year to Date</u>	<u>December</u>	<u>Year to Date</u>
Grain	0	0	0	47,251
Heavy Lift/Project	0	280	257	20,194
Molasses	0	10,485	0	0
Scrap Iron	0	0	0	200,146
Woodpulp	0	26,665	0	0

	<u>December</u>	<u>Year to Date</u>	<u>Previously Year to Date</u>
Inbound	0	37,430	28,579
Outbound	<u>257</u>	<u>267,591</u>	<u>423,339</u>
	257	305,021	451,918



 Terrence Hurley
 Chief Financial Officer

LONGSHORE HOURS WORKED

2010 – 2011 COMPARISON

	<u>2010</u>	<u>2011</u>
January	2,632.0	2,784.0 (477.0 Grain)
February	2,282.5	3,042.0
March	2,248.0	3,233.0
April	2,481.5	3,326.0 (326 Grain)
May	1,690.0	2,130.0
June	2,853.5	5,685.0
July	1,637.0	3,291.0
August	3,233.0	3,982.0
September	1,818.0 (302 Grain)	3,841.0
October	3,503.5	3,063.5
November	2,268.0	2,706.5
December	<u>2,917.5</u>	<u>3,936.0</u>
Total	29,564.5	41,020.0

B

ALBANY PORT DISTRICT COMMISSION
ANNUAL RENT PROJECTIONS
2013

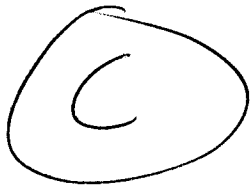
<u>TENANT</u>	<u>Term</u>	<u>MONTHLY RENTAL</u>	<u>ANNUAL RENTAL</u>	<u>Total Acreage</u>	<u>Rent Per Acre</u>	<u>Lease comments</u>
Durham School	7/02-6/15	15,860.57	190,327	8	23,540.87	2 options
Albany Asphalt Co.	1/92-12/2011	10,945.00	131,340	5	26,268.00	Escal by CPI.-20yr option tenant owns bldg
Cargill salt	Mo. To Mo	8388.83	100,666			
Enviromental Services	Mo. To Mo	6500	78,000			
Albany Port employers	yearly	432.24	5,187	0		Escal by CPI.- port owns
Albany Port Railroad	10/75-10/77	225.70	2,708	0		Escal by prime Tenant owns bldg(4000)
Biers & company	4/98-3/18	4,469.38	53,633	4.7	11,411.18	Escal by CPI.-option
Capital Bag & waste	9/98-8/2018	952.37	11,428	1	11,428.44	Tenant owns (1,100 bldg)
Cargill Grain	02/07-02/14	23,347.50	280,170			Escal by CPI-(port owns elevator)
Cargill flour	06/74-5/2024	2,927.91	35,135	12	2,927.91	2-25 options (fixed until 2024)
Westway Trading	09/98-08/13	5,653.80	67,846	2.5	27,138.24	Escal by CPI(not to exceed 4%)
Cargill Nutrena	4/88-3/11	7,620.00	91,440	2	45,720.00	Options to renew-rent only
Buckeye Terminals	02/78-09/65	3,917.00	47,004	32	1,468.88	Rent fixed to 2,005 (2 options of 25 yrs)
CD mann	7/09-6/12	2,597.39	31,169	1		
Federal Marine	05/97-04/13	1,147.12	13,765	0	0.00	Escal yrly by CPI
Capital Fume & pest	11/99-3/2015	200	2,400			
Gorman Bros Inc	05/84-04/14	3,176.66	38,120	3	12,706.64	Escal yrly by CPI
Rensselear Iron & Steel	5/97-4/14	17,428.85	209,146	10	20,914.62	Escal yrly by CPI (Dockage & Wharage provision)
Coastal Co-gen	10/91-9/2021	17,448.75	209,385	5	41,877.00	Escal yrly by CPI
Normal Truck & Traylor	7/98-6/12	1,341.20	16,094	1	16,094.40	Escal yrly by CPI (Port Bldg)
New Castle	02/95-01/11	12,500.00	150,000	0		
Encon bldg	1/02-11/12	26,180.50	314,166			options
Pugliese F.J	11/99-3/2011	150.00	1,800			Yrly esc w/ (4) 1yr options
Sam Greco	9/98-8/2013	5,620.45	67,445			Escal yrly by CPI-Port owns bldg-options)
Hudson Recycling	4/89-3/2012	13,412.57	160,951	12	13,412.57	Yrly lump sum based on CPI tenant owns bldg
Mohawk Paper	7/02-11/12	50,054.54	600,655			options Port bldg
Waste Management	4/96-3/2015	6,826.90	<u>81,923</u>	4.6	17,809.30	Escal yrly by CPI

Huson River Recycling
Penalty (no wharfage)

30,000

Totals

3,021,903



Albany Port District Commission

Income Statement Highlights

December, 2011

Rental Income – Rental Income through the month of December was \$2,862,869 versus a budgeted amount of \$2,902,860.

Dockage – Dockage revenue for all categories was \$204,861 versus a budget amount of \$345,000.

Wharfage – Wharfage revenue for all categories was \$279,176 versus a budgeted amount of \$350,000.

Expenses – Total expenses year to date through December was \$3,980,999 versus a budgeted amount of \$4,975,874.

Listed below are some highlighted expense variances:

Depreciation	\$426,768	Under Budget
Salaries-Security	\$118,864	“ “
Consultants	\$61,389	“ “
Electricity & Gas	\$60,593	“ “
Payroll-FICA	\$37,014	“ “

Albany Port District Commission
Statements of Revenues and Expenses
For the Twelve Months Ending December 31, 2011

	Reporting Period Amount	Year-to-Date Amount	Year-to-Date Budget	Same-Period Last Amount	YTD Last Year Amount
REVENUES					
Revenue - Rental Income	\$216,324.47	\$2,862,869.98	\$2,902,860.00	\$218,529.40	\$2,947,329.59
Revenue - Dockage	841.65	8,532.50	5,000.04	3,997.20	6,526.18
Dockage - Grain		20,750.70	99,999.96	12,159.60	110,789.05
Dockage - Heavy Lift/Project	446.40	77,921.47	110,000.04	1,416.30	51,760.90
Dockage - Steel		83,345.70	110,000.04	12,160.80	128,535.00
Dockage - Woodpulp		14,313.60	24,999.96	738.60	10,188.00
Handling Charge - Plans		30.00	999.96		230.00
Revenue - Miscellaneous		8,241.43	999.96	3,798.57	10,294.46
Water Service Fee		4,232.50	15,000.00	1,136.25	4,792.50
General Cargo Storage	3,500.00	42,000.00	42,000.00	3,500.00	42,000.00
Revenue - Security	22,670.50	395,154.75	474,999.96	31,805.00	357,236.00
Revenue - Utilities	5,453.18	51,795.83	69,999.96	4,638.44	50,226.39
Revenue - Stevedoring Fuel		56,882.06		1,850.65	28,648.72
Water		6,082.00	2,499.96	567.00	3,672.65
Wharfage - Grain		11,812.81	80,000.04	7,233.89	51,587.88
Wharfage - Heavy Lift/Project	2,140.98	91,013.66	99,999.96	5,114.92	71,994.27
Wharfage - Salt	41,946.89	41,946.89		13,409.33	13,409.33
Wharfage - Steel	488.05	98,669.42	90,000.00	14,862.15	101,864.68
Wharfage - Woodpulp	(0.03)	29,723.26	50,000.04	2,181.39	28,609.46
Wharfage	554.71	6,013.62	30,000.00	5,428.85	79,855.43
Stevedore Payment	28,564.05	118,505.18	110,000.04	5,147.83	60,147.83
APDC Equipment Rental - Crane		53,025.00	84,999.96	17,150.00	67,200.00
Stevedore Services	2,752.58	20,430.49	35,000.04	2,258.19	19,920.19
Stevedore Services - Other		2,425.00			
Port Services	287.67	4,802.67	24,999.96	679.48	14,950.61
Grant Revenue	1,186,634.21	2,177,459.35	3,950,000.04	1,920,762.10	6,182,083.97
Interest Income	3,419.47	8,978.01	9,999.96	1,056.14	6,914.54
Total Revenues	\$1,516,024.78	\$6,296,957.88	\$8,424,359.68	\$2,291,582.08	\$10,450,767.63
Non-Operating Revenues					
EXPENSES					
Salaries - General Manager	9,419.15	98,400.64	99,999.96	8,607.79	84,554.08
Salaries - Chief Financial Officer	8,328.50	88,282.10	86,499.96	8,645.79	88,282.10
Salaries - Business Manager	5,928.60	62,843.16	63,000.00	7,114.32	62,843.16
Salaries - Data Processing Manager	4,640.04	61,480.53	62,000.04	4,939.48	61,480.53
Salaries - Administrative	10,937.90	105,849.58	178,494.96	(18,638.35)	102,748.52
Salaries - Attorney	11,538.48	150,000.24	150,000.00	12,312.09	150,000.24
Port Facility - Overtime	306.54	7,891.52	6,000.00	201.24	5,975.58
Stevedore Overtime	512.46	7,575.36	9,999.96	734.76	7,775.48
Salaries - Laborers	14,050.25	173,189.61	161,000.04	36,975.15	211,509.49
Salaries - Security	22,500.00	320,135.92	438,999.96	27,229.79	303,743.25
Salaries - Summer Laborers	865.00	8,027.50	18,000.00	1,600.00	12,174.88
Salaries - Ship Watering	23.40	192.66		243.36	633.36
Payroll Taxes - FICA	4,544.15	64,986.32	102,000.00	4,653.31	65,322.95
Payroll Taxes - FICA - Maint.	1,552.83	17,752.10	8,499.96	1,185.26	16,117.42
New York State Retirement		119,125.00	165,000.00	111,408.00	111,408.00
Employee Health Insurance	19,735.35	229,214.42	264,000.00	(25,645.06)	182,417.63
OPEB Expense				252,193.00	252,193.00
Medicare Reimbursements		7,519.20	8,499.96		8,194.00
Services - Buildings	1,233.97	72,147.05	54,999.96	6,962.36	48,616.94
Services - Docks		1,000.00			
Materials Hardware		821.21	4,500.00	85.93	5,532.91
Maint. Materials - Mechanical	59.98	2,643.48		290.20	3,544.32
Materials - Paint	356.23	1,443.61	3,500.04	250.28	2,741.35
Maintenance - Welding		2,247.75	2,300.04	300.00	1,712.79
Services - Roads	(799.84)	5,728.85			8,040.84
Maint. Materials - Janitorial		1,631.12	5,000.04	798.98	2,479.35
Uniform Service	433.09	6,374.85	8,000.04	473.95	6,607.12
Trash Collection	366.02	2,868.03	3,500.04	602.94	2,683.21
Snow Removal		20,708.71	15,999.96		5,500.33
Electricity & Gas	8,146.34	89,407.89	150,000.00	7,902.69	99,437.67
#2 Fuel Oil	447.86	3,449.18	5,000.04	994.89	2,875.31
Telephone	2,323.34	25,503.02	26,000.04	2,044.31	23,806.78
Water & Sewer	67.14	4,473.13	7,500.00	406.06	4,108.99
Litigation Attorney			9,999.96		2,262.00
Commission Attorney					350.00
Auditors		41,595.00	39,000.00	300.00	36,670.00
Engineering Services	(13,694.53)	18,930.56		(45,481.52)	6,312.92
Real Estate Appraisers	250.00	1,750.00	5,000.04	2,800.00	5,600.00
Consultants	17,425.50	163,611.47	225,000.00	8,807.50	185,650.44
Donations	(22,922.50)	6,000.00			
Office Supplies	493.64	8,437.13	9,999.96	1,430.47	9,111.53
Office Equipment Maint.				84.52	84.52
Coffee Service	944.84	1,538.92	999.96	315.99	1,388.00
Office Expense	(12,220.70)	10,643.17	15,000.00	2,606.83	12,825.90
Education & Training		2,484.27	5,000.04		2,040.00
Payroll Service	1,262.77	12,302.62	14,000.04	1,211.09	12,771.71
Printing & Stationary		1,796.12	2,000.04	1,444.00	2,337.99
Photo Copier Supplies	168.30	168.30	500.04		
Postage	250.99	2,271.57	2,000.04	283.17	1,743.37
Courier			1,500.00		366.57
Subscriptions	213.99	2,703.96	12,500.04	310.00	2,256.99

Albany Port District Commission
 Statements of Revenues and Expenses
 For the Twelve Months Ending December 31, 2011

	Reporting Period Amount	Year-to-Date Amount	Year-to-Date Budget	Same-Period Last Amount	YTD Last Year Amount
Auto Repairs/Outside Service	\$1,005.63	\$10,013.37	\$9,999.96	\$1,136.94	\$7,749.66
Auto Gasoline/Diesel	8.00	59,291.18	54,999.96	10,545.23	47,357.00
Advertising Agency		10,312.00			32,949.75
Media Advertising		10,865.75	37,500.00		5,405.89
Association Dues	580.00	10,944.00	12,000.00		11,310.15
Promotional Material		6,484.50	8,499.96	(2,915.00)	167.75
Public Relations	31.25	19,618.05	5,000.04	1,500.00	10,725.25
Marketing Agent	1,598.03	89,092.70	84,999.96	5,678.80	87,168.15
Insurance - Port	29,885.97	244,781.21	198,999.96	4,520.61	205,846.26
Unrecovered Insurance Claims	(36,620.00)	(199,238.00)	(75,000.00)		(180,300.00)
Security	268.97	3,667.61	27,000.00	27,008.98	35,732.15
Fire Equip/Sprinkler/Alarms		10,882.86	15,999.96	208.00	15,437.26
Forklift Repairs - Contractor	1,304.99	8,726.92	24,999.96	164.00	27,055.84
Parts & Supplies - Forklift	2,279.94	12,759.48	12,999.96	942.28	7,516.19
Stevedoring - Leasing					515.25
Stevedoring - Equip. Repairs	4,059.82	31,445.08	50,000.04		17,530.05
Stevedoring - Parts	420.68	21,341.24	24,999.96	259.47	7,431.80
Stevedoring - Maintenance	200.76	4,138.35			(797.47)
Stevedoring - Miscellaneous	178.58	8,113.98	11,000.04		1,245.80
Mat. Handling - Forklift		4,160.00	6,180.00	520.00	6,240.00
Travel & Incidental Expenses	3,190.64	19,726.55	20,000.04	995.43	23,653.90
Debt Service - Interest on Bonds			60,000.00	10,967.00	10,967.00
Stevedore Demurrage			5,000.04		5,000.00
Pest Control - Cocoa	85.00	255.00			
Bond Expenses		73,493.63	50,000.04	(82,471.00)	0.09
Interest Expense	4,306.95	65,526.85	99,999.96	765.08	66,871.75
Depreciation Expense	103,860.15	1,173,231.82	1,599,999.96	19,470.30	1,262,162.95
Amort. Expense - Financing Fee				2,716.00	2,716.00
Waterfront Development	2,140.45	244,218.82	180,000.00	78,371.00	303,807.26
Bad Debt					4.07
Total Expenses	\$218,474.89	\$3,980,999.78	\$4,975,974.96	\$509,367.69	\$4,248,303.27
Excess (Deficiency) of Revenue over Expenses	\$1,297,549.89	\$2,315,958.10	\$3,448,384.92	\$1,782,214.39	\$6,202,464.36

Albany Port District Commission

Balance Sheet Highlights

December, 2011

Assets

(C)

Cash/Investments - The balance in these accounts as of December 31, 2011 was \$2,496,950 versus a balance of \$3,519,268 as of December 31, 2010.

State Grant Receivable – The balance in the account is \$1,191,634 versus a balance of 0 as of December 31, 2010.

Dock Engineering & Construction – The balance was \$13,029,664 as of December 31, 2011 versus a balance of \$6,524,284. During the month of December Administration capitalized \$6,500,000 and began depreciating this asset.

Liabilities

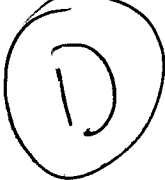
Accounts Payable – The ending balance in this account was \$64,177 versus a balance of \$22,464 as of December 31, 2010.

Albany Port District Commission
Balance Sheet
As of 12/31/11

	12/31/11	12/31/10
ASSETS		
Current Assets		
Cash and Cash Equivalents	\$340,419.16	\$1,369,573.68
Investments	2,156,531.45	2,143,694.63
Accounts Receivable	143,599.74	206,795.98
Interest Receivable	897.00	897.00
Rents Receivable	37,358.90	523,651.80
State Grant Receivable	1,191,634.21	
Deposits - Land	3,000,000.00	3,000,000.00
Prepaid Insurance	260,520.08	179,310.99
Financing Fee - M&T Mortgage	27,163.00	27,163.00
Accum. Amort. - Financing Fee	(16,748.00)	(16,748.00)
Claims Filed/Insurance Co.	2,883.00	(2,883.00)
Total Current Assets	7,144,258.54	7,431,456.08
Facilities		
Dock Engineering & Construct	13,029,664.46	6,524,284.33
Warehouse A	3,061,606.63	3,061,606.63
Construction in Progress - Wharf	6,269,516.93	10,666,269.35
Construction in Progress - Rail	38,800.00	
Site Work - Rensselaer	114,753.74	114,753.74
Street & Drainage Improvement	761,714.66	761,714.66
Renss. - Upland Improvements	868,929.50	868,929.50
Fencing & Lighting	695,614.05	695,614.05
Dock Slope Stabilization/Agway	1,003,180.50	998,180.50
Railway Project	2,244,537.70	2,244,537.70
Admin. Bldg. Renovation	256,644.89	256,644.89
Port Facility - Albany	18,632,506.80	17,816,062.32
Land	1,106,382.26	1,106,382.26
Furniture & Fixtures	318,960.34	317,458.15
Goodyear Building	690,484.85	690,484.85
Port Facility - Rensselaer	1,304,184.98	1,304,184.98
Econ Building	3,018,431.64	3,018,431.64
Fixed Assets/Automotive	491,789.08	491,789.08
Donated Physical Property	195,782.38	195,782.38
Donated Property Other	17,139,368.23	17,139,368.23
Port Vessels	393,777.19	386,521.10
Heavy Lift Crane	2,536,307.33	2,412,434.80
Materials - Stevedoring	1,667,967.55	1,667,967.55
Total Facilities	75,840,905.69	72,739,402.69
Less: Accumulated Depreciation	47,999,643.73	46,888,240.07
Facilities, Net	27,841,261.96	25,851,162.62
Other Assets		
Cash in Hand of Paying Agent	1,580.00	1,580.00
Total Other Assets	1,580.00	1,580.00
	34,987,100.50	33,284,198.70

Albany Port District Commission
Balance Sheet
As of 12/31/11

	12/31/11	12/31/10
LIABILITIES AND FUND BALANCES		
Current Liabilities		
Accounts Payable	\$64,177.79	\$22,464.02
Leasing - Hyster	13,737.97	31,883.80
Accounts Payable - Other		385,560.80
Accrued Payroll	19,948.28	19,948.28
Accrued Vacation & Sick	299,180.34	299,180.34
Payroll Withholdings Payable	27,895.12	27,886.32
OPEB Liability	738,883.00	738,883.00
Crane Lease - Key Bank		110,515.62
Total Current Liabilities	1,163,822.50	1,636,322.18
Other Liabilities		
NYS First Instance Advance	237,709.32	317,709.32
Bonds Payable - Warehouse	1,052,077.62	1,112,634.24
Total Other Liabilities	1,289,786.94	1,430,343.56
Fund Balances		
Revenues in Excess of Expenses	2,315,958.10	6,202,464.36
Undesignated Fund Balance	11,999,721.96	5,797,257.60
Invested in Capital Assets	18,217,811.00	18,217,811.00
Total Fund Balances	32,533,491.06	30,217,532.96
	34,987,100.50	33,284,198.70



**2013
CAPITAL BUDGET**

<u>DEBT SERVICE REQUIREMENTS</u>	<u>2010</u> Budget	<u>2011</u> Budget	<u>2012</u> Budget	<u>2013</u> Budget
Loan-NYS	80,000	80,000	80,000	80,000
TOTAL BONDS AND NOTES	80,000	80,000	80,000	80,000
EQUIPMENT LEASES				
Crane (prin & int)	224,226	93,427.00	0	0
Hyrter Forklifts (prin & int)	19,519	19,519	19,519	0
Forklift	<u>6,144</u>	<u>6,144</u>	<u>0</u>	0
TOTAL EQUIPMENT LEASES	249,889	119,090	19,519	
Bond interest & expenses(loc/remarket)	130,000	115,000	115,000	98,000
Warehouse lease (prin & int)	104,620	104,620	104,620	104,620
Corning Park (prin)	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
TOTAL DEBT SERVICE(inc bonds & leases)	764,509	618,710	519,139	482,620
DEPRECIATION				
Depreciation on contributed capital	1,495,000	1,525,000	1,525,000	1,500,000
Depreciation on other facilities	<u>320,000</u>	<u>330,000</u>	<u>310,000</u>	<u>270,000</u>
TOTAL DEPRECIATION	1,815,000	1,855,000	1,835,000	1,770,000

Proposed Capital Budget For Fiscal Year 2013

	<u>Amount</u>	<u>Funding Source</u>
1 Security grant- New Building	750,000	75% state
	<u>250,000</u>	25% operations
2 Replace security vehicle	30,000	operations
3 Spirit of Albany- Misc repairs	25,000	operations
4 Wharf/ Maint repairs (misc)	500,000	operations
5 Forklift Upgrades	200,000	operations
6 Mohawk Building Painting	200,000	operations
7 Road maintance-(Paving program)	100,000	operations
8 New roof Warehouse A	<u>275,000</u>	operations
<u>Future Capital Expenditures(Beyond 2013)</u>		
1) Shed and Sprinkler upgrades	250,000	operations
2) Rail Extention Port of Rennsselear(Master Plan-Engineering est)	150,000	operations
3) Lighting Upgrade throughout the port	30,000	operations
4) Road Maintenance (Paving Program)	800,000	operations



2013 Budget Highlights

Operating Budget

Revenue

The rent roll at the Albany Port District Commission remains strong with very few projected vacancies (attached). Administration is currently showing the vacant parcels of land to various organizations with anticipating leasing some acreage in fiscal year 2013.

Dockage, Wharfage, Storage, Security, Crane Rental

These items are considered the majority of the maritime revenue components at the Albany Port District Commission. Management believes that the economic pattern we are currently experiencing will continue throughout the majority of 2013. We are also posed to have a strong year in the area of grain, heavy lift cargo and scrap iron.

Grant Revenue

The Port anticipates receiving a grant to construct a building to house Security, Federal Marine, and Maritime Ministry.

Expenses

Personal Services – There will be a 3% (merit cola) increase in the 2013 budget.

Maintenance Contracts

Crane – Administration feels that considering the age of the Liebherr Nenzing Crane it would be advantageous to enter into an annual service contract, the estimated cost will be \$35,000.

Highlighted Summary

-*Total Revenue	\$10,349,000
- Total Operating Expenses	<u>\$ 3,479,871</u>
Total Positive Cash Flow	\$ 6,869,129

* \$6,000,000 Grant Revenue New York State.

ALBANY PORT DISTRICT COMMISSION
OPERATING BUDGET
2013

Final

<u>REVENUE</u>	<u>2011</u> Budget	<u>2012</u> Budget	<u>2012</u> Annualized	<u>2013</u> Budget
Rent	\$2,902,860.00	\$2,806,000.00	\$3,044,600.00	\$3,150,000.00
Easements				
Dockage	350,000	235,000	300,000	300,000
Wharfage	375,000	300,000	310,000	310,000
Cargo Storage	42,000	42,000	42,000	42,000
Security	475,000	375,000	220,000	231,000
Water Sales & Fees	15,000	20,000	19,950	20,000
Stevedore Revenue Share	110,000	60,000	60,000	60,000
Crane Rental	85,000	60,000	75,000	80,000
Utility Reimbursement	70,000	65,000	61,700	63,000
Postage Reimbursement				
Fuel Reimbursement	45,000	40,000	45,000	50,000
Service To Stevedore	35,000	20,000	25,000	25,000
Service To Tenants	25,000	17,000	10,000	10,000
Interest Income & sweep	10,000	5,000	8,000	8,000
Misc (Grant Revenue)	<u>3,950,000</u>	<u>1,000,000</u>	<u>1,100,000</u>	<u>6,000,000</u>

TOTAL REVENUES	\$8,489,860	\$5,045,000	\$5,321,250	\$10,349,000
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OPERATING EXPENSES

ADMINISTRATION DEPARTMENT

-PERSONAL SERVICES

General Manager	82,263	100,940	100,940	103,968
Financial Officer	84,949	87,550	87,550	90,177
Business Manager	60,471	62,202	38,202	
Security Director	52,000	53,000	53,000	54,590
Maintenance Foreman	45,750	49,993	48,537	49,993
Data processing Manager	59,160	69,557	67,531	69,557
Information services	45,000	53,000	53,000	54,590
Secretarial	35,880	37,000	37,000	58,710
Business Development/Marketing			30,000	94,760
General Counsel	150,000	154,500	154,500	159,135
Construction inspector	<u>45,000</u>	<u>53,000</u>	<u>53,000</u>	<u>54,590</u>

TOTAL PERSONAL SERVICES	\$660,473	\$720,742	\$723,260	\$790,070
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BENIFITS

Payroll taxes-FICA	102,000	99,000	87,000	98,000
Workmens Compensation	10,000	11,200	13,000	14,000
Employees Health Ins	240,000	254,000	230,000	245,000
Dental Ins. (active)	15,000	14,000	15,000	15,650
Empire Vision Ins. (active)	9,000	8,000	7,181	8,000
Medicare Reimbursement (retired)	8,500	6,000	6,217	6,000
Retirement	<u>165,000</u>	<u>150,000</u>	<u>111,850</u>	<u>140,000</u>
TOTAL BENEFITS	549,500	542,200	470,248	526,650

ALBANY PORT DISTRICT COMMISSION
OPERATING BUDGET
2013

	<u>2,011 Budget</u>	<u>2,012 Budget</u>	<u>2,012 Annualized</u>	<u>2013 Budget</u>
OFFICE EXPENSE				
Office supplies	9,000	8,000	7,991	8,500
Office Equip Maintenance	1,500	1,500	1,700	2,000
Miscellaneous Office Expense	15,000	15,000	12,000	14,550
Printing	2,000	1,000	1,525	1,650
Photo Copier Supplies	1,500	1,200	1,200	1,250
Postage	2,000	1,700	1,609	1,700
Courier	1,500	150	1,300	1,200
Subscriptions	<u>2,500</u>	<u>2,000</u>	<u>2,133</u>	<u>2,500</u>
TOTAL OFFICE EXPENSE	35,000	30,550	29,458	33,350
SALES				
Marketing	85,000	93000	60,000	15,000
Public Relations	5,000	15000	15,000	15,000
Media Advertising	37,500	21000	21,000	22,500
Media Relations	8,500	7500	8,000	7,500
Local Sales				
Travel & Incidental Expense	<u>20,000</u>	<u>15000</u>	<u>20,000</u>	<u>20,000</u>
TOTAL SALES	156,000	151,500	124,000	80,000
PROMOTIONAL				
Material/Events	60,000	60,000	60,000	60,000
Association Dues	<u>12,000</u>	11,000	<u>10,005</u>	<u>12,000</u>
TOTAL PROMOTIONAL	72,000	71,000	70,005	72,000
PROFESSIONAL SERVICES				
Consultants	125,000	120,000	130,000	130,000
Attorney(Outside counsel)	10,000	5,000		
Misc Fees				14,000
Auditors	39,000	39,000	39,000	39,500
Engineering Service/ Enviromental/Planning	120,000	105,000	90,000	75,000
Payroll Serv.	14,000	13,000	13,500	14,000
Waterfront Development	100,000	205,000	200,000	225,000
Education & Training	<u>5,000</u>	<u>5,000</u>	<u>1,565</u>	<u>20,000</u>
TOTAL PROFESSIONAL SEVICES	646,000	719,500	668,070	669,500
Insurance	199,000	210,000	250,000	255,000
UTILITIES				
Electricity & Gas	150,000	165,000	130,000	145,000
Fuel Oil	5,000	7,000	6,000	7,000
Telephone	26,000	28,000	26,726	27,500
Water & Sewer	<u>7,500</u>	<u>6,800</u>	<u>6,200</u>	<u>7,000</u>
TOTAL UTILITIES	188,500	206,800	168,926	186,500
TOTAL ADMINISTRATION DEPT	2,506,473	2,652,292	2,503,967	2,613,070

ALBANY PORT DISTRICT COMMISSION
OPERATING BUDGET
2013

MAINTENANCE DEPARTMENT	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
	Budget	Budget	Annualized	Budget
Laborers	152,500	180,250	185,000	190,550
Security	385,000	325,000	260,000	260,170
Summer help/Custodial	<u>15,501</u>	<u>6,000</u>	<u>6,000</u>	<u>6,180</u>
TOTAL SALARIES	553,001	511,250	451,000	456,900
OVERTIME				
Port Facilities	6,000	6000	5,532	5,532
Stevedoring	10,000	9000	9,870	9,870
Ship Watering				
TOTAL OVERTIME	16,000	15,000	15,402	15,402
TOTAL PERSONAL SERVICES	569,001	526,250	466,402	472,302
Hardware	4,500	2,000	4,000	5,000
Buildings	55,000	37,000	43,000	45,000
Paint	3,500	3,000	3,031	3,500
Misc.	3,500	2,000	3,031	3,500
Janitorial	<u>5,000</u>	<u>2,000</u>	<u>4,710</u>	<u>5,000</u>
TOTAL SUPPLIES AND SERVICES	71,500	46,000	57,772	62,000
MATERIAL HANDLING				
Equipment Rental-for ships				
Equipment -Forklift Misc	6,180	15,050	30,000	30,000
Equipment-Mechanical/Welding	3,000	1,200	20,000	20,000
Crane Repairs	23,000	22,000	30,000	45,000
Forklift Repairs	25,000	15,000	22,012	25,000
Parts & Supplies-Crane	11,000	16,000	10,783	12,000
Parts & Supplies-Forklift	13,000	7,000	6,291	7,000
Stevedore equip repair	<u>5,000</u>	<u>11,000</u>	<u>1,000</u>	<u>1,500</u>
TOTAL MATERIAL HANDLING	726,681	659,500	644,260	674,802
MAINTENANCE CONTRACTS				
Crane	50,000	50,000	35,000	35,000
Security	27,000	30,000	22,500	27,000
Fire Equipment Sprinkers\alarms	16,000	19,500	18,000	18,000
Uniform fees	8,000	7,800	7,500	8,000
Trash Removal	3,000	2,250	1,985	2,500
Snow Removal	15,000	25,000	22,000	25,000
Twic exp	<u>1,000</u>	<u>3,000</u>	<u>520</u>	<u>3,000</u>
TOTAL MAINTENANCE CONTRACTS	120,000	137,550	107,505	118,500
FUEL AND REPAIRS				

ALBANY PORT DISTRICT COMMISSION
OPERATING BUDGET
2013

Repairs-Port	10,000	8,000	8,000	8,500
Fuel and Lubricants-A	55,000	65,000	62,000	65,000
TOTAL FUELS AND REPAIRS	<u>65,000</u>	<u>73,000</u>	<u>70,000</u>	<u>73,500</u>
TOTAL MAINTENANCE DEPARTMENT	911,681	870,050	821,765	866,802
TOTAL OPERATIONS	\$3,418,154.00	\$3,522,342.04	\$3,325,731.50	\$3,479,871.74

**ALBANY PORT DISTRICT COMMISSION
ANNUAL RENT PROJECTIONS
2013**

<u>TENANT</u>	<u>Term</u>	<u>MONTHLY RENTAL</u>	<u>ANNUAL RENTAL</u>	<u>Total Acreage</u>	<u>Rent Per Acre</u>	<u>Lease comments</u>
Durham School	7/02-6/15	15,860.57	190,327	8	2	options
Albany Asphalt Co.	1/92-12/2011	10,945.00	131,340	5	26,268.00	Escal by CPI.-20yr option tenant owns bldg
Cargill salt	Mo. To Mo	8388.83	100,666			
Enviromental Services	Mo. To Mo	6500	78,000			
Albany Port employers	yearly	432.24	5,187	0		Escal by CPI.- port owns
Albany Port Railroad	10/75-10/77	225.70	2,708	0		Escal by prime Tenant owns bldg(4000)
Biers & company	4/98-3/18	4,469.38	53,633	4.7	11,411.18	Escal by CPI.-option
Capital Bag & waste	9/98-8/2018	952.37	11,428	1	11,428.44	Tenant owns (1,100 bldg)
Cargill Grain	02/07-02/14	23,347.50	280,170			Escal by CPI-(port owns elevator)
Cargill flour	06/74-5/2024	2,927.91	35,135	12	2,927.91	2-25 options (fixed until 2024)
Westway Trading	09/98-08/13	5,653.80	67,846	2.5	27,138.24	Escal by CPI(not to exceed 4%)
Cargill Nutrena	4/88-3/11	7,620.00	91,440	2	45,720.00	Options to renew-rent only
Buckeye Terminals	02/78-09/65	3,917.00	47,004	32	1,468.88	Rent fixed to 2,005 (2 options of 25 yrs)
CD mann	7/09-6/12	2,597.39	31,169	1		
Federal Marine	05/97-04/13	1,147.12	13,765 0	0	0.00	Escal yrly by CPI
Capital Fume & pest	11/99-3/2015	200	2,400			
Gorman Bros Inc	05/84-04/14	3,176.66	38,120	3	12,706.64	Escal yrly by CPI
Rensselear Iron & Steel	5/97-4/14	17,428.85	209,146	10	20,914.62	Escal yrly by CPI (Dockage & Wharage provision)
Coastal Co-gen	10/91-9/2021	17,448.75	209,385	5	41,877.00	Escal yrly by CPI
Normal Truck & Trailor	7/98-6/12	1,341.20	16,094	1	16,094.40	Escal yrly by CPI (Port Bldg)
New Castle	02/95-01/11	12,500.00	150,000	0		
Encon bldg	1/02-11/12	26,180.50	314,166			options
Pugliese F.J	11/99-3/2011	150.00	1,800			Yrly esc w/ (4) 1yr options
Sam Greco	9/98-8/2013	5,620.45	67,445			Escal yrly by CPI-Port owns bldg-options)
Hudson Recycling	4/89-3/2012	13,412.57	160,951	12	13,412.57	Yrly lump sum based on CPI tenant owns bldg
Mohawk Paper	7/02-11/12	50,054.54	600,655			options Port bldg
Waste Management	4/96-3/2015	6,826.90	<u>81,923</u>	4.6	17,809.30	Escal yrly by CPI
Huson River Recycling Penalty (no wharfage)			<u>30,000</u>			

Totals **3,021,903**