



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
August 14, 2019

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Lynn Zeronda (CFO For Hire).

Chairperson Steffens thanked the Port team for its work in fulfilling the grant requirements through the Empire State Development Corporation for the Big Lift Warehouse. She also thanked ESD for the grant and their ongoing support of the Port of Albany.

Chairperson Steffens introduced the minutes of the July 24, 2019 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes of said meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

MONTHLY FINANCIAL UPDATE

Lynn Zeronda presented the financial report through July. She stated that her earlier forecasts for June and July have held and that slow wharfage fees were expected. She is working with staff to help formulate the 2020 Budget. Lynn is working on reviewing grant revenues and staying on top of cash flow planning and assisting with TIGER and National Grid grant reporting requirements. The Port received \$4 million under the ESD grant. \$1.5 million was reinvested into the Port's investment accounts.

The new CFO is starting August 26th and will work with Lynn and Eileen to transition into the position. The Board should have the 2020 Budget approximately a week ahead of the next Board meeting.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- The Coast Guard meeting on maritime security recovery relating to incident responses between Albany and NYC was held at the Port, along with neighboring terminals and maritime partners.
- CEO Hendrick was invited by the University of Delaware's College of Earth, Ocean and Environment to take part in a tour off the coast of Block Island, RI to see the country's first offshore wind farm, which is owned by Orsted and includes GE components. He attended with a group that included governmental officials, energy development companies, officials from several Northeast U.S. ports, engineering companies and environmental scientists. The group examined the manner in which wind terminals are constructed and learned more about the economic development opportunities fostered by offshore wind development.
- CEO Hendrick met with the owner of the Port of Coeymans to discuss regional offshore wind initiatives.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly discussed the planning, permitting and approval process for the proposed port expansion project in Bethlehem. The Planning Board will be holding a Public Hearing in early September and then open the public comment period on the project. At that time the Port's consulting engineering team will present the Draft Generic Environmental Impact Statement report to the Planning Board and the public and respond to questions. The presenting team will include civil, environmental, transportation and land use engineers as well as an economic impact planner.

The Port has been holding initial business development meetings with development interest on the site.

MOU BETWEEN APDC AND RENSSELAER

Chairperson Steffens presented Resolution 11-2019 regarding the Memorandum of Understanding between the APDC and the City of Rensselaer concerning financial assistance related to tax exempt properties in the Port of Rensselaer. The Board agreed that the proposed MOU met the previously approved method agreed to with the City of Albany. Chairperson Steffens called for a motion to approve Resolution 11-2019. A motion was made by Commissioner Coffey, seconded by Chairperson Steffens and passed unanimously.

QUARTERLY CYBERSECURITY UPDATE

Tech II created a report for the Board regarding what has been done to enhance the Port's cybersecurity since being engaged by the Port. The report went over Tech II's work in general, system upgrades, implementation plans and methods and their experience with hacking.

Chairperson Steffens stated that the response was well done and showed positive preventative aspects that would benefit the Port. Commissioner Coffey discussed Tech II's direct reports to the Port with Counsel along with the positive steps taken regarding internal phishing and constant threat monitoring.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for July 2019. He noted that heavy lift maritime activity was slower over the summer months but woodpulp/forest product shipments were up. Manager Vasil stated that the Port and FMT recently secured a project involving two large transformers from overseas that should be arriving in November. He noted that the Port and FMT are working to market the new ro-ro ramp and it will be the centerpiece for the breakbulk conference in Houston in October.

OTHER BUSINESS

The Investment Policy was distributed to the Board in advance of the next Finance Committee meeting. Counsel stated that former CFO Smith and Bob Hennes of Hugh Johnson Advisors had discussed the policy and had not recommended any changes at that time. The Board will discuss it further with the new CFO.

PUBLIC COMMENT

No public comments were made.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter into Executive Session for a discussion regarding the proposed, pending or current litigation and the proposed acquisition, sale or lease of real property. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

No action was taken during Executive Session. The regular meeting resumed.

RIS LEASE

Chairperson Steffens presented Resolution 11-2019 regarding a proposed lease between the APDC and Rensselaer Iron and Steel for a two acre parcel located in the Port of Rensselaer. Counsel stated that RIS had responded to the RFP for the property and that the proposed offer of \$17,500 per acre was equal to the most recent appraisal that had been commissioned for the site. The Board agreed that the proposed disposition of the two acres via lease at the appraised value was in the best interest of the APDC as RIS currently operates a successful business adjacent to the proposed site. Chairperson Steffens called for a motion to approve Resolution 12-2019. A motion was made by Commissioner Tagliento, seconded by Commissioner Coffey and passed unanimously.

900 S. PEARL STREET

Chairperson Steffens presented Resolution 13-2019 regarding a proposed sale of the two parcels owned by the APDC at 900 S. Pearl Street in the City of Albany to TJCA, LLC, d/b/a Patriot Tank Lines, Inc. Counsel reported a purchase price offer of \$1,610,000, which equaled the appraised value for each of the two pieces of the property if they were to be sold separately. The offer for the 9.14 acres as a whole was therefore above market rate and the disposition would be in the best interest of the APDC. Counsel was instructed to renegotiate the deposit and adjust the terms for the due diligence period. The Board agreed that the disposition of the 9.14 acres was in the best interest of the APDC. Chairperson Steffens called for a motion to approve Resolution 13-2019. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Monday, September, 23 2019 at 12:30 p.m.**

The October meeting of the APDC Board of Commissioners will be held on Wednesday, October, 23 2019 at 12:30 p.m.

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