



ALBANY PORT DISTRICT COMMISSION MINUTES OF REGULAR MEETING

June 22, 2020

Due to the pandemic the June 22, 2020 Board of Commissioners meeting was held remotely pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, which suspended Article 7 of the Public Officers Law related to public body meetings. Prior to the meeting being called to order General Counsel Jordan noted that the meeting was being recorded and transmitted via on-line video. For the recording he stated that in attendance were Chairperson Steffens and Commissioners Cinquanti, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Maritime Business Development Manager Vasil and Director of Security Williams.

Chairperson Steffens called the meeting to order and introduced the minutes of the May 20, 2020 special 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 Cinquanti, seconded by Commissioner Tagliento and passed unanimously. Chairperson Steffens then introduced the minutes of the May 27, 2020 regular 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 Tagliento, seconded by Commissioner Cinquanti and passed unanimously.

FINANCIAL UPDATE

CFO Stuto presented the May 31, 2020 income statement including projections through the end of the year. CFO Stuto focused on the forecast fluctuations from the forecast projected at the end of April 2020. Total operating revenue is projected at a budget increase of \$60,000 due to an increase in stevedore revenue, dockage and wharfage received from Ardent Mills. Net depreciation and other income remains consistent, with depreciation expected to come in approximately \$300,000 under budget. The overall change on net position is projected to be \$6.9 million, which is \$2 million under the 2020 budget, and a change of \$110,000 from what was projected last month. This change for last month's projection is due to continued curtailment of expenses together with the increase in projected revenue.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Work on the expansion site is progressing. CME is currently handling soil boring investigations. A submerged aquatic vegetations study has been completed. Upland and wharf engineering work is progressing, initial bridge design reviews have been held and a multi-state and federal agency review meeting was held.
- Ground preparation work has started on the new maritime warehouse site. Project managers, engineers and contractors have been meeting regularly.
- The maintenance department has worked throughout the pandemic. The team has been busy with road repairs, extending the useful life of the internal roadways in advance of the next stage of the TIGER improvement plans.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly reported that the Port leadership team organized a call with our local, state and federal elected officials and their staff in order to update the delegation regarding the projects that are currently taking place and the Port's future plans. The primary focus of the discussion involved the Port's expansion project. The team explained the SEQRA process that took place and the mitigation efforts that the Port will undertake. There was a detailed discussion regarding the offshore wind market and the potential business enterprises that could locate in the Port. Workforce development was an important point of interest and how everyone involved can partner to advance local job opportunities. Finally the group discussed how the Port can assist with the City's summer youth program.

LINE OF CREDIT

CFO discussed Resolution 16-2020 regarding a proposed line of credit through KeyBank. The loan would be a revolving line of credit base on grant funding. CFO Stuto contacted several lending institutions to see which could offer the best rate. KeyBank provided the lowest rate. The monthly interest would be 2.59% based on the London Inter-bank Offered Rate in addition to the origination fee. Commissioner Coffey and CFO Stuto discussed the course she undertook regarding the loan process. Chairperson Steffens called for a motion to approve Resolution 16-2020, authorizing the CEO to execute the documents necessary to effectuate the line of credit. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

TECH II

Chairperson Steffens presented Resolution 17-2020 regarding the proposed renewal of the APDC's contract with Tech II for information technology services for an additional year, pointing to the level of service received and the cost savings realized. Counsel Jordan stated that the Port has been pleased with the high level of services that Tech II has provided since they were awarded

the contract in 2019 and that they have done an exceptional job supporting the Port's staff during the current pandemic, with much of the staff working remotely. Chairperson Steffens called for a

motion to renew the contract with Tech II for an additional year. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for the first half of 2020. To date the Port has had 17 vessel calls this year compared to 11 for the same time period in 2019. There were increases in all shipping areas, including heavy lift, project cargo, scrap metal and forest product sectors. There was also an increase in tonnage and labor hours. The Port is continuing work with FMT to increase marketing coverage.

Compared to other northeast ports the Port of Albany is fairing very well. Forest products in particular have been trending upward with an over 40% tonnage increase at the Port this year. Part of that success is due to the Port's developing attractive rail pricing that has assisted customers with major moves. The Port had a successful trial shipment of lumber in May which will lead to a much larger shipment in the third quarter. Manager Vasil stated the fourth quarter may be slower than anticipated but the forecast for the year is still positive compared to 2019.

OTHER BUSINESS

There was no other business.

EXECUTIVE SESSION

Chairwoman Steffens called for a motion to enter into Executive Session for a discussion regarding the proposed acquisition, sale or lease of real property or the proposed acquisition of securities. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously. No action was taken in Executive Session.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Monday, July 22, 2020 at 12:00 noon, with a Finance Committee meeting at 11:30.**

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.