



**ALBANY PORT DISTRICT COMMISSION
MEETING
MAY 17, 2021
12:00 P.M.**

Pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, Article 7 of the Public Officers Law related to public body meetings is suspended and the May 17, 2021 APDC Board of Commissioners meeting will be held remotely. Commissioners and APDC staff are authorized to attend the meeting by conference call. Specified APDC staff will meet in person to facilitate the meeting. In accordance with the Executive Order the meeting will be available for public viewing via on-line live video transmission and recorded, as public in-person access to the meeting is not permitted.

AGENDA

- 1) Approval of Minutes from the April 19, 2021 Commission meeting (Attached)
- (Chairperson intro and discussion of minutes by Board)**
- 2) Public Comment**
- 3) Financial Update (by CFO Stuto)**
- 4) CEO Update (by CEO Hendrick)**
- 5) Real Property/Development Update (by CCO Daly)**
- 6) Repair to Shed #5 Firewall (Res 11-2021) (CFO Stuto)**
- 7) Maritime Business Assessment (Mgr. Vasil)
- Tonnage/Longshore Labor Report (Attached)**
- 8) Other Business (Chairperson)**
- 9) Enter Executive Session¹**
- 10) Exit Executive Session**

11) Next Meeting: June 16, 2021

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.

DRAFT



ALBANY PORT DISTRICT COMMISSION MINUTES OF A REGULAR MEETING

APRIL 19, 2021

Due to the pandemic the April 19, 2021 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. Chairperson Steffens called the meeting to order. In attendance were Commissioners Abriel, Cinquanti, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo. Also joining was Richard Farrell from the Maritime Ministry.

Chairperson Steffens introduced the minutes of the March 24, 2021 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 Coffey, seconded by Commissioner Cinquanti, and passed unanimously.

PUBLIC COMMENT

Richard Farrell from the Maritime Ministry reported to the Board that the members of the Maritime Ministry are making progress on the projects they have been working on.

FINANCE COMMITTEE UPDATE

Commissioner Coffey provided an update of the Finance Committee meeting held earlier. He reported that CFO Stuto gave the Finance Committee a financial overview of the first quarter and a report on the financials and balance sheet for the month of March. He noted that the performances were in line with the budget along with the forecasts that were provided through the end of the year.

RESOLUTION 10-2021

Chairperson Steffens reported that the APDC Investment Policy was presented to the Finance Committee and Port staff recommended no changes. The Committee recommended that the Board approve the policy as presented. Chairperson Steffens called for a motion to approve Resolution 10-2021. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Port staff met with a management group from National Grid to discuss the needs and uses of the Bethlehem expansion site. National Grid suggested opportunities where the Port could access renewable energy, such as the potential use of rooftop solar and the installation of vehicle charging stations within the employee parking lots.
- Counsel Jordan and National Grid's legal staff have had discussions regarding the access to and use of a piece of property needed for the new project site.
- Business Review will be featuring a cover story on the Port's initiative for offshore wind.
- Fire alarm panels have been installed and tested at the maritime warehouse. Port staff anticipates final work to be complete within the next few weeks.

REAL PROPERTY/DEVELOPMENT UPDATE

CCO Daly reported that engineering work on the expansion project is progressing. Staff has been collaborating on all aspects of the engineering work with meetings being held bi-weekly with weekly check ins. The next goal on the project is to initiate the site plan application and permitting process to the Town of Bethlehem by next quarter. CCO Daly noted that since the announcement of the Port's development, there has been a large amount of interest in available sites at the Port area. She reported that there are currently a number of opportunities for resource development grants, primarily at the federal level, which now include renewable energy and offshore wind development. She reported that Port staff continues to participate in local and regional meetings providing updated information to stakeholders, which includes the South End neighborhood groups and workforce development proponents to support their preparation for the industry and job opportunities. CCO Daly mentioned that the local trades are moving forward with the pre-apprenticeship program with its location is in the South End. She noted the Port also supported HVCC submission for a NYSERDA workforce development grant application and that the Port hosted a tour from the Bethlehem community.

CYBER SECURITY UPDATE

Counsel Jordan presented the Board with a Cyber Security report from Tech II Business Services. He provided an overview of the report which included a thorough security audit of Tech II's collaborative work and support services with Intervid, the Coast Guard and Port staff. He noted that the Port staff has been very pleased with Tech II's services. Counsel Jordan

mentioned that he and Office Manager Stock will follow up with Tech II to ensure that the Port is in compliance with the newly enacted state regulations regarding cyber security along with continuing to identify aging equipment that requires replacement, developing and implementing policies that provide protection and security of the Port's technology system and providing staff with necessary training.

EXECUTIVE SESSION

There was no Executive Session.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for March 2021.

- Ships and barges are down 9% from this month last year.
- Overall tonnage is up 17% from last year.
- Tonnage on heavy lift/project cargo is up 30% this year.
- Longshore hours are up 68% from this time last year.
- Manager Vasil discussed the potential development of a barge service which would run between the Port of Albany and New Jersey. He noted that the development of these services would create jobs, increase longshore hours, reduce emissions and could include the possibility of utilizing the Port's roro ramp.

OTHER BUSINESS

Chairperson Steffens commended CEO Hendrick on his presentation at the offshore wind conference held by the Center for Economic Growth. A few hundred people attended the virtual conference along with the Danish Ambassador to the U.S., as well as other representatives from Denmark who spoke about leading the way with clean energy. Representatives from Equinor, Welcon and Marmen also gave an overview of what will occur on the future site and emphasized the potential for jobs at the manufacturing facility as well as jobs through support services. Chairperson Steffens noted that the region is now understanding the major impact that the Port project will have on the economy.

Counsel Jordan reminded Board members and Port staff to file their financial disclosures with JCOPE by May 17th.

NEXT MEETING

The next meeting of the APDC Board of Commissioners will be held on Monday, May 17, 2021 at 12:00 noon.

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

ALBANY PORT DISTRICT COMMISSION
2021 Forecast - Actual Results through April 30 , 2021

	<u>April 2021</u>	<u>Year to Date Jan-Apr 2021</u>	<u>Forecast May - Dec 2021</u>	<u>Forecast 2021</u>	<u>Budget 2021</u>	<u>Forecast to Budget Variance</u>
Operating Revenue:						
Rental Income	296,677	1,180,196	2,373,415	3,553,611	3,564,757	(11,146)
Dockage Fees	53,737	205,317	206,000	411,317	322,903	88,414
Wharfage Fees:						
Calcium Chloride	-	-	-	-	-	-
Liquid Fertilizer	-	-	8,000	8,000	8,142	(142)
Grain	-	-	25,000	25,000	50,000	(25,000)
Heavy Lift/Project	61,422	78,731	10,000	88,731	75,822	12,909
Steel	10,814	105,232	10,000	115,232	42,623	72,609
Woodpulp	10,719	28,519	85,000	113,519	111,897	1,622
Total Wharfage Fees	<u>82,955</u>	<u>212,481</u>	<u>138,000</u>	<u>350,481</u>	<u>288,484</u>	<u>61,997</u>
Buckeye Revenue	50,000	50,000	100,000	150,000	150,000	-
Stevedore Fees and Services	24,567	100,162	243,333	343,495	325,000	18,495
Crane Equipment Rental	58,380	151,655	50,000	201,655	160,000	41,655
Security Fees	47,688	176,158	250,000	426,158	374,590	51,568
Other Services and Revenue	6,946	72,426	8,000	80,426	10,000	70,426
Total Operating Revenue	<u>620,949</u>	<u>2,148,394</u>	<u>3,368,749</u>	<u>5,517,143</u>	<u>5,195,734</u>	<u>321,409</u>
Operating Expenses:						
Payroll, Payroll Taxes and Fringe Benefits	206,155	1,060,581	1,686,317	2,746,898	2,779,188	(32,290)
Other Post Retirement Benefit Expense	-	-	100,000	100,000	100,000	-
Repairs, Maintenance and Utilities	18,938	99,024	163,500	262,524	226,500	36,024
Crane Parts and Repairs	26,513	26,714	35,000	61,714	55,000	6,714
Insurance	19,607	69,367	156,854	226,222	250,000	(23,778)
Professional and Consulting Fees	75,697	100,142	161,286	261,428	187,000	74,428
Service Contracts	14,646	54,383	137,167	191,550	215,000	(23,450)
Security and Safety Costs	10,256	39,939	102,276	142,215	141,000	1,215
Education and Training	-	-	24,000	24,000	24,000	-
Office Supplies and Expense	3,732	9,436	37,725	47,161	46,300	861
Advertising, Promotion and Association Dues	2,005	18,480	190,799	209,279	212,965	(3,686)
Contingency	-	-	-	-	180,000	(180,000)
Total Operating Expense	<u>377,549</u>	<u>1,478,066</u>	<u>2,794,925</u>	<u>4,272,991</u>	<u>4,416,953</u>	<u>(143,962)</u>
Operating Income (Expense) before other items	<u>243,400</u>	<u>670,328</u>	<u>573,824</u>	<u>1,244,151</u>	<u>778,781</u>	<u>465,370</u>
Depreciation and Other (Income) Expenses:						
Depreciation Expense	220,000	880,662	1,960,000	2,840,662	2,857,760	(17,098)
Interest Income	(11)	(249)	(4,000)	(4,249)	(10,000)	5,751
Interest Expense	16,531	57,432	139,589	197,020	210,975	(13,955)
Waterfront Development	8,810	9,470	275,190	284,660	284,750	(90)
Municipal Support	(7)	40,066	120,198	160,263	170,000	(9,737)
Net Depreciation and Other (Income) Expense	<u>245,323</u>	<u>987,380</u>	<u>2,490,976</u>	<u>3,478,356</u>	<u>3,513,485</u>	<u>(35,129)</u>
Change in Net Position Before Capital Funding	<u>(1,923)</u>	<u>(317,052)</u>	<u>(1,917,153)</u>	<u>(2,234,205)</u>	<u>(2,734,704)</u>	<u>500,499</u>
Capital Grant Revenue	479,695	3,538,509	6,471,000	10,009,509	10,000,000	9,509
Change in Net Position	<u>477,772</u>	<u>3,221,457</u>	<u>4,553,847</u>	<u>7,775,304</u>	<u>7,265,296</u>	<u>510,008</u>

**RESOLUTION 11-2021
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, section 5 of the APDC Enabling Legislation authorizes the APDC to “equip and maintain port facilities within...the district”; and

WHEREAS, the APDC received an engineering assessment that outlined the need for repairs to the firewall in Shed 5 for safety and integrity and the APDC wishes to proceed with the repair in the regular course of building maintenance; and

WHEREAS, in accordance with APDC policy and the discretionary purchasing authority authorized under State Finance Law Section 163(6) to purchase commodities, services and technology having a value under \$50,000 from Service-Disabled Veteran-Owned Businesses (“SDVOBs”) which are not subject to formal competitive bidding requirements; and

WHEREAS, Article 17-B of the Executive Law, provided for more meaningful participation in public procurement by certified SDVOBs and established that a goal of six percent of the procurement expenditures by State authorities be made to SDVOBs.

WHEREAS, Marinello Construction Company is a New York State certified SDVOB and has provided a quote of \$24,239 to complete the necessary repairs to the firewall, thereby providing a 100% SDVOB utilization goal; and

WHEREAS, the 2021 approved APDC operating budget allocates an amount sufficient to support the necessary repairs.

NOW, THEREFORE, BE IT RESOLVED, that the APDC authorizes the Chief Executive Officer to execute the necessary documents to award the contract to Marinello Construction Company to repair the Shed 5 firewall at a cost not to exceed \$24,239.

Signed: _____
(Assistant) Secretary

Ships & Barges Report

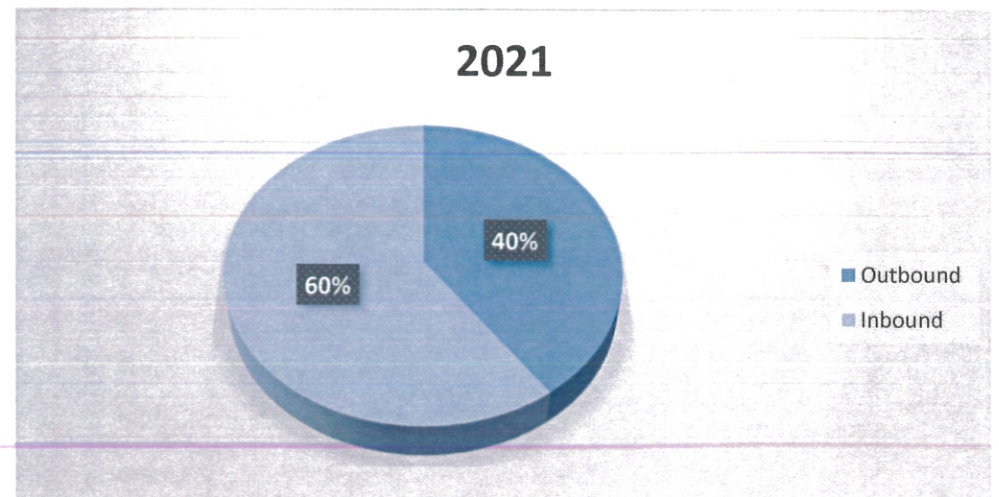
April-2021

Outbound	2020	2021	Change	Percentage
Heavy Lift/Project	0	1	1	100%
Barges-Heavy Lift/Project	1	0	-1	-100%
Scrap Iron	1	1	0	0%
Steel	0	0	0	-
Totals	2	2	0	0%

Inbound	2020	2021	Change	Percentage
Heavy Lift/Project	0	1	1	100%
Barges-Heavy Lift/Project	0	0	0	-
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Steel	0	0	0	-
Lumber	0	0	0	-
Containerboard	0	0	0	-
Woodpulp	1	2	1	100%
Totals	1	3	2	200%

Year to Date

Total	2020	2021	Change	Percentage
Heavy Lift/Project	2	3	1	50%
Barges-Heavy Lift/Project	4	3	-1	-25%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Scrap Iron	3	2	-1	-33%
Steel	0	2	2	100%
Lumber	0	0	0	-
Containerboard	0	0	0	-
Woodpulp	5	5	0	0%
Totals	14	15	1	7%



Ships & Barges

	2020	2021	Change	Percentage
Outbound	8	7	-1	-13%
Inbound	6	8	2	33%
Totals	14	15	1	7%

Lay Berth

	2020	2021	Change	Percentage
2020	1	4		
2021	0	8		
Change	-1	4		
%	-100%	100%		

April-2021

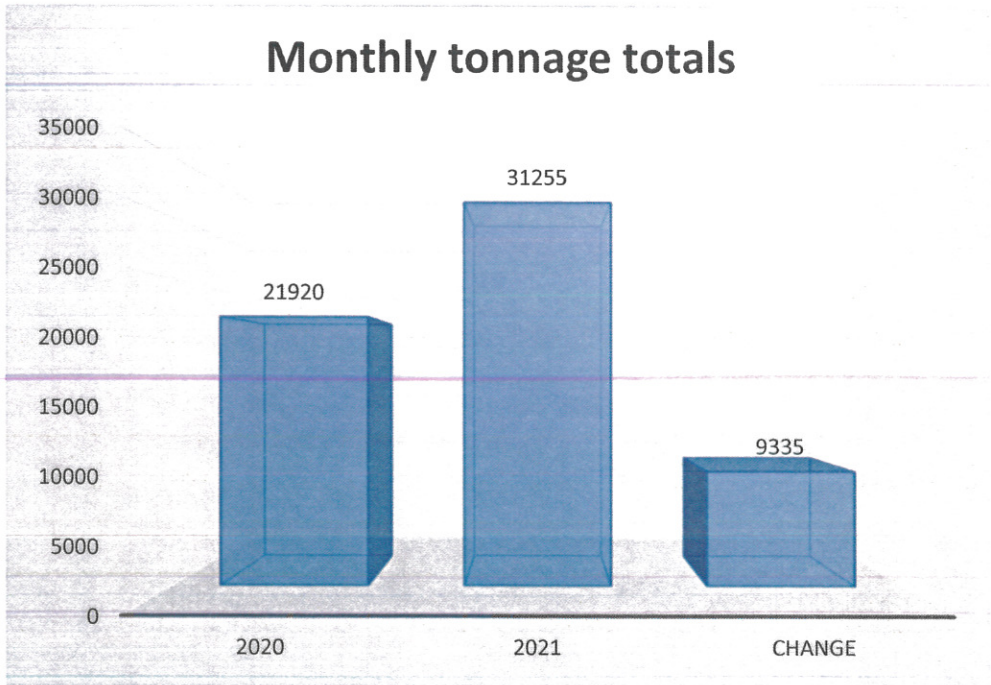
Tonnage Report - Monthly

Outbound	2020	2021	Change	Percentage
Heavy Lift/Project	0	887	887	100%
Barges-Heavy Lift/Project	444	0	-444	-100%
Scrap Iron	15593	17484	1891	12%
Steel	0	0	0	-
Totals	16037	18371	2334	15%

Inbound	2020	2021	Change	Percentage
Heavy Lift/Project	0	1631	1631	100%
Barges-Heavy Lift/Project	0	0	0	-
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Steel	0	0	0	-
Lumber	0	0	0	-
Containerboard	0	755	755	100%
Woodpulp	5883	10498	4615	78%
Totals	5883	12884	7001	119%

April- 2020-2021 Totals

Total	2020	2021	Change	Percentage
Heavy Lift/Project	0	2518	2518	100%
Barges-Heavy Lift/Project	444	0	-444	-100%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Scrap Iron	15593	17484	1891	12%
Steel	0	0	0	-
Lumber	0	0	0	-
Containerboard	0	755	755	100%
Woodpulp	5883	10498	4615	78%
Totals	21920	31255	9335	43%



Tonnage Report Monthly

Total	2020	2021	Change	Percentage
Outbound	16037	18371	2334	15%
Inbound	5883	12884	7001	119%
Totals	21920	31255	9335	43%

April-2021

Tonnage Report - Year to Date

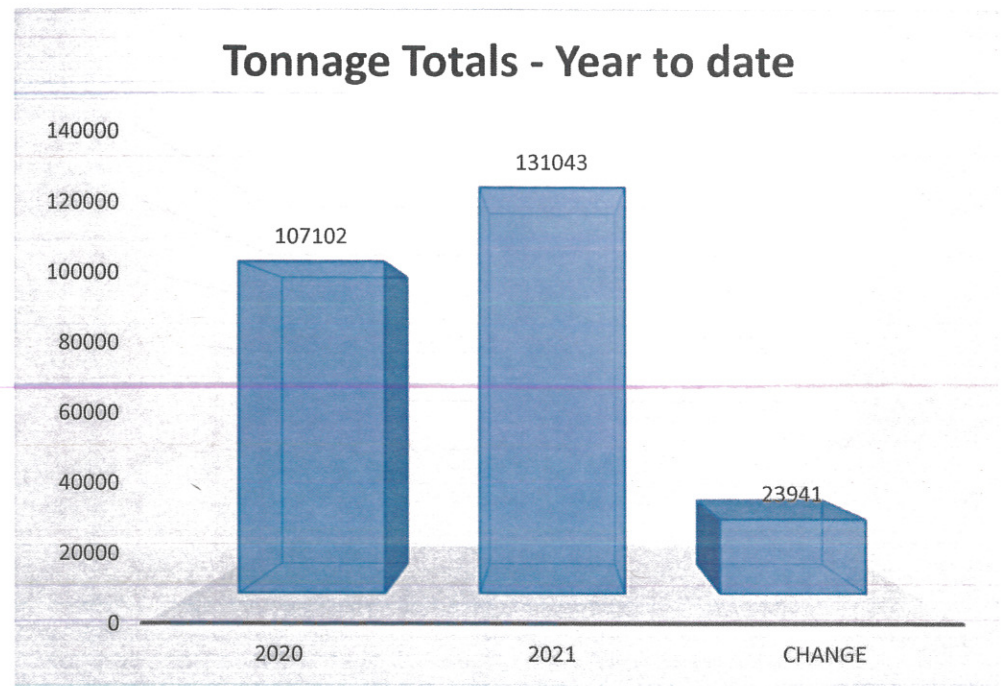
Outbound	2020	2021	Change	Percentage
Heavy Lift/Project	485	1651	1166	240%
Barges-Heavy Lift/Project	1328	1954	626	47%
Scrap Iron	73131	36117	-37014	-51%
Steel	0	0	0	-
Totals	74944	39722	-35222	-47%

Inbound	2020	2021	Change	Percentage
Heavy Lift/Project	728	1631	903	124%
Barges-Heavy Lift/Project	0	0	0	-
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Steel	0	60111	60111	100%
Lumber	0	0	0	-
Containerboard	0	755	755	100%
Woodpulp	31430	28824	-2606	-8%
Totals	32158	91321	59163	184%

Year to Date

Total	2020	2021	Change	Percentage
Heavy Lift/Project	1213	3282	2069	171%
Barges-Heavy Lift/Project	1328	1954	626	47%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	0	0	0	-
Scrap Iron	73131	36117	-37014	-51%
Steel	0	60111	60111	100%
Lumber	0	0	0	-
Containerboard	0	755	755	100%
Woodpulp	31430	28824	-2606	-8%
Totals	107102	131043	23941	22%

Tonnage Totals - Year to date



Tonnage Report Year to Date

Total	2020	2021	Change	Percentage
Outbound	74944	39722	-35222	-47%
Inbound	32158	91321	59163	184%
Totals	107102	131043	23941	22%

LONGSHORE HOURS

2020-2021 Comparison

	2020	2021
January	2709.5	7018.0
February	3317.5	5363.0
March	3214.0	3151.0
April	2531.0	4781.0
May		
June		
July		
August		
September		
October		
November		
December		
Total:	11772.0	20313.0

2017-2018-2019-2020-2021 Comparison

	2017	2018	2019	2020	2021
January	5265.0	1431.0	1253.0	2709.5	7018
February	4591.0	2739.0	3589.0	3317.5	5363
March	6166.0	2237.5	2729.0	3214.0	3151
April	9438.0	3757.0	2541.0	2531.0	4781
May	6549.5	12123.5	3748.0	3280.0	
June	6939.0	7848.5	3470.0	2159.0	
July	5437.0	3960.5	2048.5	2504.5	
August	2992.0	6113.5	1205.0	2351.5	
September	3604.5	4905.0	2771.5	1870.0	
October	2738.0	5663.0	2163.0	2831.0	
November	6133.5	2926.5	1696.0	2775.5	
December	2133.5	4480.0	2850.5	2467.0	
Total:	61987.0	58185.0	30064.5	32010.5	20313

