

OGDENSBURG BRIDGE AND PORT AUTHORITY
 ANNUAL BOARD MEETING
 THURSDAY, MARCH 09, 2023

I. Meeting Called to Order by Chairperson Vernon D. Burns at 5:00 PM.

II. Letters and Communications to the Board

III. Approval of Board Minutes:

- February 2023

IV. Reports

Presentations and Reports:

1. Committee Reports:
 - a. Finance Committee
2. Reports:
 - a) Income/Expense Report
 - b) Bridge Traffic Report
 - c) Airport Activity/Occupancy Report
 - d) Port Activity Report
 - e) Building Occupancy Report
 - f) Industrial/Commercial Prospect Report

V. Unfinished Business. None.

VI. Business Items.

A. General Administration

1. Approval of Agreement with Komodo Media

B. Ogdensburg-Prescott International Bridge

1. Approval of Lease Agreement with Mack Global Design

C. Commerce Park

1. Approval of Lease Supplement No. 1 with Live Fast Motors, LLC
2. Approval of Lease Supplement No. 1 with Hoosier Magnetics, Inc.

D. Ogdensburg International Airport

1. Approval of Purchase of Additional Deicer for the Airport Runway

E. Port of Ogdensburg

None

F. Other Such Matters

VII. Concluding Comments from Citizens, Board Members, and/or Authority Staff.

VIII. Next Meeting Dates:

April 13, 2023	Thursday	5:00 PM	_____	(Proposed)
May 11, 2023	Thursday	5:00 PM	_____	(Proposed)
June 08, 2023	Thursday	5:00 PM	_____	(Proposed)
July 13, 2023	Thursday	5:00 PM	_____	(Proposed)
August 10, 2023	Thursday	5:00 PM	_____	(Proposed)
September 14, 2023	Thursday	5:00 PM	_____	(Proposed)
October 12, 2023	Thursday	5:00 PM	_____	(Proposed)

November 09, 2023
December 14, 2023

Thursday
Thursday

5:00 PM
5:00 PM

(Proposed)
(Proposed)

IX. Adjournment

Dated: March 07, 2023



Patricia Nisco
Chief Financial Officer

/pan

Board of Directors:

Mr. Vernon D. "Sam", Burns, Chair
Ms. Megan J.M. Whitton, Vice Chair
Mr. Christopher B.T. Coffin, Treasurer
Mr. David King, Secretary
Ms. Jennifer, Quirk-Pickman, Member
Ms. Nicole Terminelli, Member
Ms. Toni Kennedy, Member

Staff:

Mr. Steven J. Lawrence, Executive Director
Ms. Patricia A. Nisco, CFO
Mr. Anthony Adamczyk, Dir. of Economic Development
Mr. James D. Chase, Director of Operations
Ms. Shannon Connelly, Division of Budget
Ms. Karen Persichilli Keogh, Secretary to the Governor

Press:

Mr. Tom Graser, WDT
Ms. Monica Sandreszki, North Country Public Radio
Ms. Dawn Merz, Radio Station WNCQ/WPAC, WWNY TV
Mr. Jimmy Lawton, North Country Now
Mr. Jim Levin, Community Broadcasters

OGDENSBURG BRIDGE & PORT AUTHORITY
STATEMENT OF FINANCIAL POSITION
as of January 31, 2023

Current Assets:

Cash - Checking Accounts	\$	189,521	
Cash - Reserves & Other Restricted Accounts		7,508,368	①
Cash - Security Deposits		187,555	
Accounts Receivable - Regular		663,771	
Accounts Receivable - AEAS		506,603	
Accounts Receivable - Wind Turbine Project		-	
Grants Receivable		193,562	
Investments		-	
Inventories		69,827	
Prepaid Expenses		8,310	
Total Current Assets	\$	9,327,518	

Fixed Assets:

Land & Land Improvements	\$	46,674,118	
Buildings & Building Improvements		108,711,370	
Machinery & Equipment		8,492,755	
Vehicles		1,966,856	
Furniture & Fixtures		142,506	
Signage		181,132	
Bond Issuance Costs - 2017 Series		193,578	
Total Fixed Assets	\$	166,362,314	
Less Accumulated Depreciation		(74,488,470)	
Net Fixed Assets	\$	91,873,844	

Other Assets:

1,923,361

Construction in Progress

\$ 4,409,958 ②

TOTAL ASSETS \$ 107,534,681

Current Liabilities:

Accounts Payable - Regular		573,237	③
Accounts Payable - AEAS/Contour		203,439	
Accounts Payable - NYS Retirement		-	
Accounts Payable - All Project A/P		47,797	
Current Portion of Long Term Debt	\$	555,035	
Accrued Expenses		28,857,526	
Total Current Liabilities		30,237,034	

Other General Liabilities

519,275

Long Term Liabilities

Long Term Portion of Long Term Debt		9,537,772	
Total Long Term Liabilities		9,537,772	

Capital

67,240,600

TOTAL LIABILITIES 107,534,681

(0)

①	Restricted Accounts - Top 5 Bank Accounts	
	Consolidated Reserve Fund - CBNA	6,453,818
	Debt Service Reserve Fund - Wilmington Trust	507,704
	Tompkins Trust Security Reserve Deposit	294,450
	M&T Deposit-Bond Payment Reserve Funds	142,527
	Airport - PFC Account	37,955
		<u>7,436,454</u>
	9 Additional Restricted Bank Accounts share the balance	71,914
②	Construction in Progress - Top 4 Projects	
	Airport MASLF	1,945,195
	Harbor Deepening Project	1,216,862
	Airport EA PH 1 Drainage & Terminal Area	443,655
	Airport Terminal Project	216,507
		<u>3,822,219</u>
	5 Additional Projects share the balance	587,739
③	Regular Accounts Payable - Top 5 Vendors	
	OMLC - Wind Turbine Projects	61,065
	Parsons Transportation - Bridge Inspection	60,000
	Wladis Law Firm	40,949
	MX Fuels	34,474
	Excellus - Medical Insurance	31,582
	Comptroller, City of Ogdensburg	30,262
		<u>258,332</u>
	Over 70 Additional Vendors share the balance	314,905

OGDENSBURG BRIDGE & PORT AUTHORITY: JANUARY 2023 BUDGET TO ACTUAL

INCOME

	Monthly Budget	Monthly Actual	Over/Under)	YTD Budget	YTD Actual	Over/Under)
Bridge Revenue	222,465	271,701	49,236	2,568,848	2,770,398	201,550
Airport Revenue	33,961	32,549	(1,412)	350,429	412,914	62,485
Airport Revenue - Fuel Sales	12,000	36,839	24,839	199,738	540,084	340,346
Airport Revenue - AEAS Income	0	203,439	203,439	0	2,509,081	2,509,081
Industrial Park Campus Revenue	80,522	82,179	1,657	802,993	787,506	(15,487)
Marine Terminal (Port) Revenue	118,979	280,121	161,142	778,125	1,373,657	595,532
Railroad Revenue	0	0	0	18,000	122,779	104,779
Wind Turbine Revenue	0	0	0	2,810,960	3,046,909	235,949
TOTAL INCOME	467,927	906,828	438,901	7,529,093	11,563,328	4,034,235

EXPENSES

BRIDGE EXPENSE

Salary Expense	110,540	108,173	(2,367)	1,160,665	1,086,441	(74,224)
Employee Benefits	57,862	31,572	(26,290)	819,058	581,598	(237,460)
Maintenance Expense	5,185	15,550	10,365	90,219	124,601	34,382
Bridge Maintenance Expense	3,333	0	(3,333)	262,135	76,652	(185,483)
Utility Expense	9,043	5,524	(3,519)	58,782	63,436	4,654
General Expenses	49,401	(9,472)	(58,873)	494,009	452,329	(41,680)
Legal Expense	6,500	20,410	13,910	65,000	109,144	44,144
TOTAL BRIDGE EXPENSES	241,864	171,757	(70,107)	2,949,868	2,494,201	(455,667)

AIRPORT EXPENSE

Salary Expense	27,861	21,412	(6,449)	292,537	262,562	(29,975)
Employee Benefits	11,308	6,429	(4,879)	165,062	131,586	(33,476)
Maintenance Expense	4,421	42,673	38,252	44,208	128,272	84,064
Fuel Sales Expense	10,725	43,438	32,713	139,425	467,321	327,896
Utility Expense	9,129	7,939	(1,190)	59,340	65,880	6,540
General Expenses	41,667	66,179	24,512	541,669	620,470	78,801
Interest Expense	39,177	45,569	6,392	411,523	442,373	30,850
Legal Expense	5,000	5,513	513	50,000	25,209	(24,791)
AEAS Expense	0	203,439	203,439	0	2,525,328	2,525,328
TOTAL AIRPORT EXPENSES	149,288	442,591	293,303	1,703,764	4,669,001	2,965,237

INDUSTRIAL PARK EXPENSE

Salary Expense	1,308	3,318	2,010	13,731	33,559	19,828
Employee Benefits	455	315	(140)	11,104	7,621	(3,483)
Maintenance Expense	679	1,319	640	25,463	31,063	5,600

	Monthly Budget	Monthly Actual	Over/Under	YTD Budget	YTD Actual	Over/Under
Utility Expense	4,986	1,608	(3,378)	32,412	44,882	12,470
General Expenses	3,213	3,401	188	32,134	32,900	766
Interest Expense	0	20	20	0	1,924	1,924
TOTAL INDUSTRIAL PARK EXPENSES	10,641	9,981	(660)	114,844	151,949	37,105
MARINE TERMINAL (PORT) EXPENSE						
Salary Expense	29,005	23,629	(5,376)	304,552	152,075	(152,477)
Employee Benefits	12,857	19,001	6,144	150,563	146,442	(4,121)
Maintenance Expense	10,737	21,544	10,807	100,212	214,123	113,911
Utility Expense	5,997	4,225	(1,772)	38,978	40,754	1,776
General Expenses	24,795	24,890	95	247,953	194,165	(53,788)
Interest Expense	0	1	1	0	893	893
Legal Expense	0	3,597	3,597	0	19,907	19,907
TOTAL MARINE TERMINAL EXPENSES	83,391	96,887	13,496	842,258	768,359	(73,899)
WIND TURBINE EXPENSE						
Salary Expense	0	0	0	419,000	443,084	24,084
Maintenance Expense	0	0	0	1,114,154	1,218,544	104,390
Management & General Expenses	0	0	0	632,466	743,217	110,751
TOTAL WIND TURBINE EXPENSES	0	0	0	2,165,620	2,404,845	239,225
RAILROAD EXPENSES						
	0	0	0	0	480	480
BORDER STATION EXPENSES						
	0	3,594	3,594	0	31,752	31,752
TOTAL EXPENSES	485,184	724,810	239,626	7,776,354	10,520,587	2,744,233
OPERATING INCOME (Net Gain/(Loss))						
	(17,257)	182,018		(247,261)	1,042,741	
CRRSA/ARPA ACT Reimbursements						
	115,000	227,314	112,314	1,084,154	1,039,640	(44,514)
OPERATING INCOME (Net Gain/(Loss))						
	97,743	409,332		836,893	2,082,381	
Principal Payments on Loans						
	-----	240,715		-----	917,014	
OPBA Portion of Projects & Capital						
	-----	7,558		-----	231,106	
OPERATING INCOME (Net Gain/(Loss))						
	97,743	161,059		836,893	934,261	

**OGDENSBURG BRIDGE and PORT AUTHORITY
BRIDGE TRAFFIC FIGURES & COMPARISONS**

Feb 1 -	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2023	2019	% Change	2023	2019	% Change	2023	2019	% Change	2023	2019
Feb 28	28,164	35,864	-21.47%	5,074	5,662	-10.39%	33,238	41,526	-19.96%	\$82,599.75	\$106,063.25

Feb 1 -	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2023	2022	% Change	2023	2022	% Change	2023	2022	% Change	2023	2022
Feb 28	28,164	8,871	217.48%	5,074	5,211	-2.63%	33,238	14,082	136.03%	\$82,599.75	\$31,882.00

Month	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2023	2019	% Change	2023	2019	% Change	2023	2019	% Change	2023	2019
December											
November											
October											
September											
August											
July											
June											
May											
April											
March											
February	28,164	35,864	-21.47%	5,074	5,662	-10.39%	33,238	41,526	-19.96%	\$82,599.75	\$106,063.25
January	27,850	35,667	-21.92%	5,653	6,234	-9.32%	33,503	41,901	-20.04%	\$84,515.25	\$104,184.25
TOTALS	56,014	71,531	-21.69%	10,727	11,896	-9.83%	66,741	83,427	-20.00%	\$167,115.00	\$210,247.50

Salt Inventory Activity for: Ogdensburg/20606

Report by Monday Morning (9:00 am CST)

HWY Salt

Ending Balance from last Month:

77,493.79

DATE of Activity (mm/dd/yyyy)	Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance
2/1/2023			(650.24)	76,843.55
2/2/2023			(1,714.40)	75,129.15
2/3/2023			(598.55)	74,530.60
2/6/2023			(1,301.47)	73,229.13
2/7/2023			(1,320.98)	71,908.15
2/8/2023			(917.13)	70,991.02
2/9/2023			(1,029.15)	69,961.87
2/10/2023			(773.31)	69,188.56
2/13/2023			(728.16)	68,460.40
2/14/2023			(465.68)	67,994.72
2/15/2023			(108.24)	67,886.48
2/16/2023			(452.92)	67,433.56
2/17/2023			(382.43)	67,051.13
2/21/2023			(1,002.33)	66,048.80
2/22/2023			(1,245.17)	64,803.63
2/23/2023			(583.63)	64,220.00
2/24/2023			(499.19)	63,720.81
2/27/2023			(591.74)	63,129.07
2/28/2023			(589.62)	62,539.45
MONTH-END TOTALS & BALANCE		0.00	(14,954.34)	62,539.45

Salt Inventory Activity for: Ogdensburg/20606

Report by Monday Morning (9:00 am CST)				
				THAWROX
Ending Balance from last Month:				11,590.70
DATE of Activity (mm/dd/yyyy)	Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance
2/1/2023			(877.42)	10,713.28
2/2/2023			(359.57)	10,353.71
2/3/2023				10,353.71
2/6/2023			(277.19)	10,076.52
2/7/2023			(104.23)	9,972.29
2/8/2023			(139.25)	9,833.04
2/9/2023			(34.65)	9,798.39
2/10/2023			(34.27)	9,764.12
2/13/2023			(36.73)	9,727.39
2/14/2023			(106.56)	9,620.83
2/15/2023			(349.76)	9,271.07
2/16/2023			(144.80)	9,126.27
2/17/2023			(321.05)	8,805.22
2/21/2023			(215.42)	8,589.80
2/22/2023			(141.27)	8,448.53
2/23/2023			(70.34)	8,378.19
2/24/2023			(209.79)	8,168.40
2/27/2023			(247.95)	7,920.45
2/28/2023			(385.30)	7,535.15
MONTH-END TOTALS & BALANCE		0.00	(4,055.55)	7,535.15

Bulk CC Inventory Activity for: Ogdensburg/20606

Report by Monday Morning (9:00 am CST)

				Bulk CC
Ending Balance from last Month:				6,261.31
DATE of Activity (mm/dd/yyyy)	Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance
2/1/2023				6,261.31
2/2/2023			(186.80)	6,074.51
2/3/2023				6,074.51
2/4/2023				6,074.51
2/5/2023				6,074.51
2/6/2023				6,074.51
2/7/2023			(187.71)	5,886.80
2/8/2023				5,886.80
2/9/2023			(187.64)	5,699.16
2/10/2023				5,699.16
2/11/2023				5,699.16
2/12/2023				5,699.16
2/14/2023			(188.45)	5,510.71
2/16/2023			(188.90)	5,321.81
2/21/2023			(193.17)	5,128.64
2/23/2023			(184.08)	4,944.56
2/28/2023			(182.18)	4,762.38
MONTH-END TOTALS & BALANCE		0.00	(1,498.93)	4,762.38

Bulk A Chemical Inventory Activity for: Ogdensburg/20606

Report by Monday Morning (9:00 am CST)

Bulk A Chemical

Ending Balance from last Month:

1,668.94

DATE of Activity (mm/dd/yyyy)	Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance
2/1/2023				1,668.94
2/2/2023				1,668.94
2/3/2023				1,668.94
2/4/2023				1,668.94
2/5/2023				1,668.94
2/6/2023				1,668.94
2/7/2023				1,668.94
2/8/2023				1,668.94
2/9/2023				1,668.94
2/10/2023				1,668.94
2/11/2023				1,668.94
2/12/2023				1,668.94
2/14/2023				1,668.94
2/16/2023				1,668.94
2/21/2023				1,668.94
2/23/2023				1,668.94
2/28/2023				1,668.94
MONTH-END TOTALS & BALANCE		0.00	0.00	1,668.94

Salt Activity for: Ogdensburg

Ending Balance from last Month:			6,704.54
DATE of Activity (mm/dd/yyyy)	Outbound Trucks	S/T OUT	Total Shipped Out
2/1/2023	1	(21.90)	6,682.64
2/2/2023	3	(83.82)	6,598.82
2/3/2023			6,598.82
2/4/2023			6,598.82
2/5/2023			6,598.82
2/6/2023			6,598.82
2/7/2023			6,598.82
2/8/2023			6,598.82
2/9/2023	2	(67.10)	6,531.72
2/10/2023			6,531.72
2/11/2023			6,531.72
2/12/2023			6,531.72
2/13/2023	1	(34.81)	6,496.91
2/14/2023	2	(68.82)	6,428.09
2/15/2023	1	(34.97)	6,393.12
2/16/2023	2	(63.10)	6,330.02
2/17/2023			6,330.02
2/18/2023			6,330.02
2/19/2023			6,330.02
2/20/2023			6,330.02
2/21/2023	2	(66.59)	6,263.43
MONTH-END TOTALS & BALANCE		(441.11)	6,263.43

ODGENSBURG BRIDGE & PORT AUTHORITY

PELLET ACTIVITY - FEBRUARY 2023

<u>Date</u>	<u>Railcars - Trucks</u>	<u>LBS Received</u>	<u>ST Received</u>	<u>LBS Trucked out</u>	<u>ST Trucked Out</u>	<u>LBS Inventory</u>	<u>ST Inventory</u>
	Balance Forward					2,407,222	1,203.67
2/1/2023	CCLX 92002	185,800	92.90			2,593,022	1,296.57
2/1/2023	BL 90040220			62,180	31.09	2,530,842	1,265.48
2/1/2023	BL 90040221			78,580	39.29	2,452,262	1,226.19
2/2/2023	BL 90040223			63,160	31.58	2,389,102	1,194.61
2/2/2023	BL 90040224			66,240	33.12	2,322,862	1,161.49
2/3/2023	BL 90040225			64,000	32.00	2,258,862	1,129.49
2/6/2023	NAHX 800129					2,258,862	1,129.49
2/6/2023	BL 90054608			63,280	31.64	2,195,582	1,097.85
2/7/2023	BL 90054609			64,140	32.07	2,131,442	1,065.78
2/7/2023	BL 90054610			62,560	31.28	2,068,882	1,034.50
2/8/2023	BL 90054612			63,920	31.96	2,004,962	1,002.54
2/9/2023	BL 90054611			47,740	23.87	1,957,222	978.67
2/10/2023	BL 90054613			63,540	31.77	1,893,682	946.90
2/10/2023	BL 90060149			68,420	34.21	1,825,262	912.69
2/10/2023	BL 90059166			71,480	35.74	1,753,782	876.95
2/13/2023	NAHX 479634	163,150	81.58			1,916,932	958.53
2/13/2023	BL 90061769			69,820	34.91	1,847,112	923.62
2/13/2023	BL 90057411			57,400	28.70	1,789,712	894.92
2/13/2023	BL 90061768			69,660	34.83	1,720,052	860.09
2/14/2023	BL 90061772			66,020	33.01	1,654,032	827.08
2/14/2023	BL 90065504			72,320	36.16	1,581,712	790.92
2/14/2023	BL 90061770			66,480	33.24	1,515,232	757.68
2/14/2023	BL 90057412			61,420	30.71	1,453,812	726.97
2/16/2023	BL 90057414			60,800	30.40	1,393,012	696.57
2/16/2023	BL 90061771			69,400	34.70	1,323,612	661.87
2/16/2023	BL 90065723			69,640	34.82	1,253,972	627.05
2/17/2023	BL 90057415			63,680	31.84	1,190,292	595.21
2/17/2023	BL 90057413			62,120	31.06	1,128,172	564.15
2/21/2023	BL 90069688			65,180	32.59	1,062,992	531.56
2/21/2023	BL 90075189			68,560	34.28	994,432	497.28

<u>Date</u>	<u>Railcars - Trucks</u>	<u>LBS Received</u>	<u>ST Received</u>	<u>LBS Trucked out</u>	<u>ST Trucked Out</u>	<u>LBS Inventory</u>	<u>ST Inventory</u>
2/21/2023	BL 90069687			81,520	40.76	912,912	456.52
2/22/2023	BL 9005191			67,680	33.84	845,232	422.68
2/22/2023	BL 90075193			67,900	33.95	777,332	388.73
2/22/2023	BL 90075190			63,560	31.78	713,772	356.95
2/22/2023	CEFX 389342	182,000	91.00			895,772	447.95
2/23/2023	BL 90075192			69,700	34.85	826,072	413.10
2/23/2023	BL 90069690			56,240	28.12	769,832	384.98
2/24/2023	NDYX 843446	176,700	88.35			946,532	473.33
2/27/2023	BL 90083395			58,420	29.21	888,112	444.12

OGDENSBURG BRIDGE & PORT AUTHORITY

MEAL INVENTORY - FEBRUARY 2023

<u>Date</u>	<u>Railcars - Trucks</u>	<u>ST Received</u>	<u>LBS Received</u>	<u>ST Trucked out</u>	<u>LBS Trucked Out</u>	<u>ST Inventory</u>	<u>LBS Inventory</u>
2/21/2023	Balance Forward BL 90070894			34.44	68,880	192.50	384,920
						158.06	316,040
<i>Adjustment - No Product Left in Building 3</i>							
				158.06	316,040	0	0



**OGDENSBURG BRIDGE & PORT AUTHORITY
BUILDING OCCUPANCY REPORT
March 9, 2023**

Commerce Park Campus

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
1	96%	30,000	1,177	7,658	Strader-Ferris
				7,356	Lincare
				3,626	AB Thermal Technology
				500	West End Asset Management
				424	Miracle Ear / Quality Hearing
				211	KDM Analytics
				187	Nova Networks
				103	LiveFast Motors
				8,758	Non-Rentable
3	100%	15,000	0	10,000	NAC Logistics
				4,860	AN Deringer
				140	Non-Rentable
4	37%	20,000	12,509	4,920	Hoosier Magnetics Inc.
				1,235	Day Automation
				1,061	T-Base Communications
				275	Non-Rentable
6	100%	30,000	0	28,825	Strader-Ferris
				1,175	Non-Rentable
11	100%	40,000	0	20,000	Strader-Ferris
				20,000	Frank Ralphs, Inc.
12	100%	11,200	0	8,776	T-Base Communications
				2,424	NYS Legal Service
14	100%	24,000	0	23,220	Med-Eng
				780	Non-Rentable
	92%	170,200	13,686	156,514	

Bridge Administration Building

<i>Suite</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
BAB	100%	5,284	0		
103				536	OBPA Economic Development
104				1,054	SUNY IT
201A				120	Demers, Inc.
201B				140	Cortech/Penski
201C				368	Mack Global Engineering
204				1,689	Stephens Media Group
205				207	Griffith/Lambert
206				182	Griffith/Lambert
207A				170	Dan Dodge
207B				220	OBPA Executive Director
208				126	Barbara Pleet
209				180	Knudsen Systems
210				292	Glenda Jones
	100%	5,284	0	5,284	

Port of Ogdensburg

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
P2	100%	30,000	0	30,000	Compass Minerals/Thawrox
P3	100%	20,000	0	19,607	Ingredion - Grain Storage
				393	NYOG Office
P4	100%	15,000	0	15,000	Corning
P5	33%	40,000	26,667	13,333	Ingredion - Grain Storage
P6	40%	20,000	12,000	8,000	Port Operations
P8	100%	23,000	0	23,000	Compass Minerals/Thawrox
Yard	100%	43,560	0	43,560	Steel Beam Storage
	80%	191,560	38,667	152,893	

Ogdensburg International Airport

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
Terminal	100%	10,800	0	10,800	TSA/Contour
Hangar	100%	3,672	0	3,672	Used for OGS Equipment Storage
T-Hangar	91%	11,550	1,036		
1				1,036	Robertson
2				1,108	Richardson
3				1,036	Proven
4				1,036	Weston
5				1,036	Mueller
6				1,036	Bogardus
7				1,108	OGS Storage
8				1,036	Tate Jr.
9				0	Vacant
10				1,036	Richardson
				1,046	Mechanical / Operations Storage
	96%	26,022	1,036	24,986	

**OGDENSBURG BRIDGE & PORT AUTHORITY
MARCH 9, 2023 BOARD MEETING**

Agenda Item A. General Administration
1. Approval of Agreement with Komodo Media.

REPORT:

As part of the ongoing effort to advance community outreach and improve customer service, staff seeks to enter into an agreement with Komodo Media to develop a new website for the Ogdensburg Bridge and Port Authority. This new website will replace the current website and serve as both a marketing tool and user-friendly interface with customers. Komodo Media is a locally owned NYS-certified Woman Business Enterprise that specializes in web design, content writing, and search engine optimization. The cost for designing the website and training staff on interfacing with the website is \$6,290.00.

Staff recommends entering into this Agreement as it provides continuity of look and message with the website currently under construction by Komodo for the Ogdensburg International Airport. In addition, the Authority is pleased with the work so far completed on the airport website by Komodo.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute an agreement with Komodo Media in the amount of \$6,290.00 for the development of the Ogdensburg Bridge and Port Authority website.

INITIATOR / PREPARER Anthony Adamczyk

APPROVED BY:



MOTION MADE BY _____

Unanimous

Yes

No

SECONDED BY _____

Abstained _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
MARCH 9, 2023 BOARD MEETING**

Agenda Item B. Ogdensburg-Prescott International Bridge
1. Approval of Lease Agreement with Mack Global Design, Inc.

REPORT:

Staff has negotiated a Lease Agreement with Mack Global Design, Inc. for 220 square feet of office space in Suite 207B of the Bridge Administration Building for a one (1) year period commencing April 1, 2023 and terminating March 31, 2024 at a rate of \$16.00 per square foot equaling \$293.33 per month, \$3,520.00 for the one (1) year period, inclusive of utilities.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Lease Agreement with Mack Global Design, Inc. for 220 square feet of office space in Suite 207B of the Bridge Administration Building for a one (1) year period commencing April 1, 2023 and terminating March 31, 2024 at a rate of \$16.00 per square foot equaling \$293.33 per month, \$3,520.00 for the one (1) year period, inclusive of utilities.

INITIATOR / PREPARER Anthony Adamczyk

APPROVED BY:



MOTION MADE BY _____

Unanimous

Yes

No

SECONDED BY _____

Abstained

**OGDENSBURG BRIDGE & PORT AUTHORITY
MARCH 9, 2023 BOARD MEETING**

Agenda Item C. Commerce Park Campus

1. Approval of Lease Supplement No. 1 with LiveFast Motors LLC.

REPORT:

Staff has negotiated Lease Supplement No. 1 with LiveFast Motors LLC for 103 square feet of office space and 490 square feet of reserved parking space at Building 1 of the Commerce Park Campus for a one (1) year period commencing April 1, 2023 and terminating March 31, 2024 at a rate of \$15.00 per square foot for office space and \$2.00 per square foot for reserved parking space equaling a total of \$210.42 per month, \$2,525.00 for the one (1) year period, inclusive of utilities.

All other terms and conditions of the original Lease Agreement shall remain in full force and effect and are hereby ratified and affirmed.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute Lease Supplement No. 1 with LiveFast Motors LLC for 103 square feet of office space and 490 square feet of reserved parking space at Building 1 of the Commerce Park Campus for a one (1) year period commencing April 1, 2023 and terminating March 31, 2024 at a rate of \$15.00 per square foot for office space and \$2.00 per square foot for reserved parking space equaling a total of \$210.42 per month, \$2,525.00 for the one (1) year period, inclusive of utilities, and be it;

FURTHER RESOLVED, that all other terms and conditions of the original Lease Agreement shall remain in full force and effect and are hereby ratified and affirmed.

INITIATOR / PREPARER Anthony Adamczyk

APPROVED BY:



MOTION MADE BY _____

Unanimous

Yes

No

SECONDED BY _____

Abstained _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
MARCH 9, 2023 BOARD MEETING**

Agenda Item C. Commerce Park Campus
2. Approval of Lease Supplement No. 1 with Hoosier Magnetics Inc.

REPORT:

Staff has negotiated Lease Supplement No. 1 with Hoosier Magnetics Inc. for 4,920 square feet of warehousing space in Building 4 of the Commerce Park Campus for a one (1) month period commencing April 1, 2023 and terminating April 30, 2023 at a rate of \$8.05 per square foot equaling \$3,300.50 for the one (1) month period.

All other terms and conditions of the original Lease Agreement shall remain in full force and effect and are hereby ratified and affirmed.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute Lease Supplement No. 1 with Hoosier Magnetics Inc. for 4,920 square feet of warehousing space in Building 4 of the Commerce Park Campus for a one (1) month period commencing April 1, 2023 and terminating April 30, 2023 at a rate of \$8.05 per square foot equaling \$3,300.50 for the one (1) month period, and be it;

FURTHER RESOLVED, that all other terms and conditions of the original Lease Agreement shall remain in full force and effect and are hereby ratified and affirmed.

INITIATOR / PREPARER Anthony Adamczyk

APPROVED BY:



MOTION MADE BY _____

Unanimous

Yes

No

SECONDED BY _____

Abstained _____

James D. Chase
1 Bridge Plaza
Ogdensburg, NY 13669

March 2, 2023

Board of Directors
Ogdensburg Bridge and Port Authority
1 Bridge Plaza
Ogdensburg, NY 13669

I am bringing this to the board's attention because there is no current airport manager.

Due to recent weather events staff has used more deicer than expected this season. In January's Board Meeting, I requested the authorization to buy two bags as well as additional deicer not to exceed \$6,500. The additional amount was enough to purchase two more bags of deicer. Two bags were purchased after approval and were quickly used due to ice events. The second set of bags were ordered once the first set were used. While waiting for those final two bags to arrive the airport experienced more weather events and reached out to Watertown International Airport in regards to possibly borrowing a bag. They were gracious enough to lend OGS a bag of deicer in case our own did not arrive on time. Watertown Airport's deicer was not used and it was returned. One of the two newly purchased bags was used to ensure the safety of the runway. Left with one bag and more weather in the future, myself and the rest of the team knew we had to place another order but could not wait until the next board meeting. Patti looked into what the Airport had for available funding and collectively it was determined on March 22 to order six bags of deicer totaling \$16,362.87.

This was a decision made to ensure runway safety. Please find attached the Board Resolution to cover this purchase.

Thank you,

James D. Chase
Director of Operations
Ogdensburg Bridge and Port Authority

**OGDENSBURG BRIDGE & PORT AUTHORITY
MARCH 09, 2023, BOARD MEETING**

Agenda Item D. Ogdensburg International Airport
1. Approval of Purchase of New Deal Blend Runway Deicer

REPORT:

Due to the erratic winter that the Ogdensburg International Airport has experienced this year (with alternating thawing & freezing runway conditions, and freezing rain), it has been necessary to purchase the second authorized purchase of New Deal Blend Deicer (the FAA approved deice material that has been used with success in past winter weather events at OGS). With more of this type of weather having been forecast, OGS had to borrow one bag from Watertown International Airport to ensure that there was enough deicer to keep the runway open. That deicer has been returned as the OGS deicer arrived in time.

However, the 2nd purchase of deicer and the return of Watertown's deicer has left OGS with only one bag of New Deal Blend Deicer. In order to be certain that the runway will be in optimal shape through the rest of the winter, six (6) bags of deicer needed to be purchased.

RESOLUTION:

RESOLVED that the Authority Board of Directors approves the purchase 6 bags of deicing chemicals from New Deal Deicing for the amount of \$16,362.87.

INITIATOR / PREPARER James Chase

APPROVED BY: 

MOTION MADE BY _____

Unanimous Yes No

SECONDED BY _____

Abstained _____