

**OGDENSBURG BRIDGE AND PORT AUTHORITY
JULY BOARD MEETING
THURSDAY, AUGUST 8, 2024**

- 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:
 - July 17, 2024 Finance Committee Meeting
 - July 17, 2024 Board Meeting
- IV. Reports
 - Presentations and Reports:
 - 1. Committee Reports
 - a) Finance Committee Report
 - 2. Reports:
 - a) Income/Expense Report
 - b) Bridge Traffic Report
 - c) Airport Activity Report
 - d) Port Activity Report
 - e) Economic Development Report, Including Building Occupancy
- V. Unfinished Business.
- VI. Business Items.
 - A. General Administration
 1. None.
 - B. Ogdensburg-Prescott International Bridge
 1. None.
 - C. Commerce Park
 1. Approval of Lease Supplement No. 2 with A.N. Deringer, Inc.
 - D. Ogdensburg International Airport
 1. Approval of PAPI (Precision Approach Path Indicators) Lighting Repairs and Equipment.
 2. Approval of T-Hangar Lease Agreement with Frank Richardson.
 3. Approval of T-Hangar Lease Agreement with Keith Weston.
 - E. Port of Ogdensburg
 1. None.
 - F. New York & Ogdensburg Railroad
 1. None.

G. Border Station

1. None.

H. Other Such Matters

1. None.

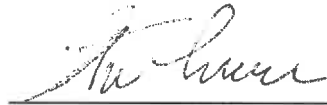
VII. Concluding Comments from Citizens, Board Members, and/or Authority Staff.

VIII. Next Meeting Dates:

September 12, 2024	Thursday	5:00 PM	_____	(Proposed)
October 10, 2024	Thursday	5:00 PM	_____	(Proposed)
November 14, 2024	Thursday	5:00 PM	_____	(Proposed)
December 12, 2024	Thursday	5:00 PM	_____	(Proposed)

IX. Adjournment

Dated: August 5, 2024



Steven J. Lawrence
Executive Director

Board of Directors:

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

Staff:

Mr. Steven J. Lawrence, Executive Director
Ms. Patricia A. Nisco, CFO
Mr. Anthony Adamczyk, Director of Economic Development
Mr. James D. Chase, Director of Operations
Mr. Charlie Garrelts, Airport Manager

Press:

Mr. Andy Gardner, WDT
Ms. Monica Sandreczki, North. Country Public Radio
Ms. Dawn Merz, Radio Station YES FM
WWNY TV-7
Mr. Jimmy Lawton, North Country Now
Mr. Jim Leven, Community Broadcasters

**OGDENSBURG BRIDGE & PORT AUTHORITY
FINANCE COMMITTEE MEETING
WEDNESDAY, JULY 17, 2024**

A meeting of the Finance Committee of the Ogdensburg Bridge and Port Authority was held in the boardroom of the Administration Building on Wednesday, July 17, 2024 at 4:30 PM.

The following were present:

Nicole Terminelli, Finance Committee Chair
David D. King, Member
Vernon D. Burns, Board Chair
Steven J. Lawrence, Executive Director
Patricia A. Nisco, Chief Financial Officer
Anthony Adamczyk, Director of Economic Development
James D. Chase, Director of Operations
Charlie Garrelts, Airport Manager

Finance Committee Chair, Nicole Terminelli, called the meeting to order at 4:30 PM.

I. Business Items

a. May Internal 2024 Financials

- Chief Financial Officer, Patricia A. Nisco, started with the Statement of Financial Position, and reported that the Accounts Receivable Regular is at \$119,859; 96% of that balance is either current or 1-30 days. Pre-paid expenses (all insurance) continue to be reduced as the prepayment is expensed. If the stabilization funding is received in time, all of the insurance will be paid up front this year which will be reflected in a much higher prepaid figure in August. Under the Construction in Progress, there are two things that are outstanding in order to move the MALSF to fixed assets. Accounts Payable Regular is at \$661,466. NYS Retirement remains the same. All Projects Accounts Payable is at \$1,059,662. At the end of June, all project payables have been paid.
- Chief Financial Officer, Patricia A. Nisco, moved on to the Budget to Actual, and reported that all revenue is healthy at this time. AEAS income is down due to cancelled flights. The Industrial Park Campus is positive with the change to the

calculation. The Port revenue has been positive with salt storage adding to the revenue.

- Chief Financial Officer, Patricia A. Nisco, reported that she has heard from the Department of Transportation regarding the OBPA's stabilization funding. As of today, the OBPA will receiving the funding within 7 – 10 business days. The appropriation was a total of \$3.1 million. This will be sent via an electronic funds transfer for the full amount. Chief Financial Officer, Patricia A. Nisco, worked with the Department of Budget to come up with a year end audit schedule to report the use of the funding.

b. Review of 2023-2024 Audited Financials

- Chief Financial Officer, Patricia A. Nisco, reported that during the Board Meeting, the Auditors will be participating and reviewing the summary of the audit. If anyone has questions, that will be the time to ask the Auditors. Chief Financial Officer, Patricia A. Nisco, reported that the Audit went well. The Auditors were pleased with the OBPA staff's ability to get so much material to them before their site work began..

II. Other Such Matters

None.

On a motion by Board Chair, Vernon D. Burns, seconded by David D. King, the Finance Committee Meeting adjourned at 4:45 PM.



Nicole Terminelli
Finance Committee Chair

**OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
WEDNESDAY, JULY 17, 2024**

The Meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Board Room of the Administration Building on Wednesday, July 17, 2024 at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson
Nicole Terminelli, Finance Committee Chair
Jennifer Quirk-Pickman, Secretary
Toni Kennedy, Member
David D. King, Member
Diane Para, Member

ALSO: Jennifer Granzow, Counsel
Steven J. Lawrence, Executive Director
Patricia A. Nisco, Chief Financial Officer
Anthony Adamczyk, Director of Economic Development
James D. Chase, Director of Operations
Charlie Garrelts, Airport Manager

ABSENT: Megan J. M. Whitton, Vice-Chairperson

I. Vernon D. Burns, Board Chair, called the meeting to order at 5:00 PM, and called for a moment of silence for former Board Member Christopher Coffin's wife, Patricia, who passed away.

Board Chair, Vernon D. Burns, welcomed the OBPA's new Board Member, Diane Para, and stated that everyone is pleased that she is on board. Diane Para stated that she was happy to be there.

II. Letters and Communications to the Board.

Executive Director, Steven J. Lawrence, stated there were no letters or communications to the Board.

III. Approval of Meeting Minutes.

- June 13, 2024 Finance Committee Meeting
- June 13, 2024 Board Meeting

On a motion made by Jennifer Quirk-Pickman, and seconded by Nicole Terminelli,

these meeting minutes were approved by voice vote.

IV. **Presentations and Reports**

1. 2023 – 2024 Audit

- Chief Financial Officer, Patricia A. Nisco, introduced Doug Zimmerman with EFPR Group to do the presentation of the 2023 – 2024 Audit. He is the Engagement Partner and the Government Partner for the practice.
- Doug Zimmerman, EFPR, moved on with the presentation of the April 1, 2023 – March 31, 2024 OBPA Audit and Financial Statements. There are four documents that the EFPR Group prepares:
 - > The overall Financial Statements
 - > A separate document with regards to the NYS DOT requirements and funding
 - > Schedule of passenger facility charges
 - > Report to the Board which is required communications from the auditing firm to the governing body.
- Doug Zimmerman, EFPR, reported that a Board Summary was created and reported that the Financial Statements have been reviewed and approved by Management. The Group is issuing an unmodified, or clean opinion, on the financial statements of the organization, including the NYS DOT money. No material weakness or sufficient deficiency in the internal controls of the Authority were found. There was one instance of non-compliance where all funds were not being fully collateralized; there was a misunderstanding by one of the banks in regards to one of the accounts and how it was classified. This was a bank error and they are in the process of correcting this. Everything that was requested from management was received.

Total assets amounted to a little over \$121 million, this was a small .2% increase from the prior year. This change was mainly due to the OBPA Grants Receivable from NYS, partially offset by no longer reporting the OBPA's proportionate share

of the pension asset. Deferred Outflow of Resources amounted to \$1.3 million, the total liability side amounted to \$33.9 million. This was a 10% increase from the prior year. Another line called Deferred Inflow of Resources and that amounted to \$14.7 million and that was a 15% decrease from the prior year. In 2023, there was a new accounting standard that forced the OBPA to treat leases in a different way, so this is being adjusted as those leases continue. The EFPR group prepared a summary of the OBPA statements. Total assets were \$121 million, total liabilities \$33.9 million, net position \$73.9 million. Net position decreased from 2023 by \$277,000. Revenue was at \$7.2 million, operating expenses were just under \$16.5 million, so there was an operation loss of \$9.2 million. Nonoperating income was receiving at just under \$9.2 million, this was a 16% decrease from last year.

This is a very high-level overview of the financial results and of the various reports that the EFPR Group issued.

- Board Chair, Vernon D. Burns, stated that Doug mentioned the increase in the Account Payable line. He said he was sure Doug was aware of the fact that the border was closed during COVID and the budget was in a deficit; therefore, the OBPA requested stabilization funds from New York State and because it has taken longer than he had wished, some Accounts Payable had to be deferred. This may account for the increase that is there. Doug, with EFPR Group, stated that this is exactly what is going on there. Everyone knows that state government doesn't move very fast.
- Board Chair, Vernon D. Burns, asked Doug to explain the changes in benefit terms and the \$565,000 on page 37 of the report. Doug, with EFPR Group, stated that this is a summary and there is a note at the bottom that states this summary shows the last five years of data and will eventually show the last 10 years of data. The ending number that shows there, the \$2,059,000, that is the liability on

the financial statement as of March 31, 2024. The \$1,298,000 is the liability on the financial statement as of March 31, 2023. The numbers in the 2024 column, are numbers that the OBPA's actuary prepares. The OBPA hired a third-party actuary that collects data and then prepares an evaluation of the OPEP liability. Then the EFPR Group utilizes that report to complete this schedule and adjust the financial statement liabilities. The EFPR Group is not the actuary that prepares that data and makes those calculations; therefore, he can't give you the nuances of what generated the various numbers on there.

- Board Chair, Vernon D. Burns, thanked Doug for complimenting the staff and stating that they were easy to work with. He finds the report very well done and easy to go through.

2. Committee Reports

a) Finance Committee

- Finance Committee Chair, Nicole Terminelli, stated that the Finance Committee met before the Board Meeting and review the May Internal 2024 Financials and everything looked in order. She turned it over to Chief Financial Officer, Patricia A. Nisco.
- Chief Financial Officer, Patricia A. Nisco, started with the Statement of Financial Position and reported that Accounts Receivable Regular, under the Current Assets, are at \$119,859. 96% of that Open Accounts Receivable is current or at 1-30 days. Accounts Receivable AEAS is up because there are two months, a current one and a current reimbursement from DOT. Fuel inventory changes every April 1st. This number will not change until the end of the fiscal year. Prepaid expenses are all prepaid insurance. Construction in Progress is at \$8.6 million. As discussed in the Finance Committee meeting, the OBPA is waiting on two things to close out the MALSF program. Regular Accounts Payable is at \$661,466. AEAS/Contour is at \$406,900, that is one month's Contour invoice.

New York Retirement is stable at \$124,033. All Project Accounts Payable is at \$1,059,662. At the end of June, the project payables were paid with reimbursements from the prior submissions on the projects. Once the stabilization funding comes in, a lot of the operational expenses will be covered.

- Chief Financial Officer, Patricia A. Nisco, was informed today that the OBPA will see the stabilization funding within 7 – 10 business days.
- Chief Financial Officer, Patricia A. Nisco, moved on to the Budget to Actual, and reported that since the OBPA is only two months into the fiscal year, there aren't a lot of things to tax the expenses. Most of the expenses are under budget. Bridge toll revenue was budgeted at 80% of the pre-COVID baseline; Currently the average is about 83%. Airport actual revenue is above budget. AEAS income is dependent on how many flights the airline makes. The airline didn't make as many as was budgeted, so the income is down. The Industrial Park is staying ahead of the game and the Port revenue is still solid. The Railroad has shows payment from easements that the Economic Development Director has updated.

3. Reports

a) Bridge Traffic Report

- Executive Director, Steven J. Lawrence, reported that overall crossings are running around 15% down compared to anchor year 2019. Auto crossings are down 16.1% and truck traffic is down by 8% from 2019. Overall revenue is down \$60,000 from 2019, while revenue is up \$10,000 from last year. Loss of revenue for 2024 calendar year is at \$174,941 based on a normal year.

b) Airport Activity Report

- Airport Manager, Charlie Garrelts, reported that for the month of June the Airport is continuing with about 50 flights, 457 enplanements, just about 30% load factors, completion rate is at 92%, but on time performance has dropped to 73%.

This is due to mechanical issues again. The Sky West planes are not being seen at OGS yet. This is the issue with Plattsburgh, Altoona, and OGS.

- Board Chair, Vernon D. Burns, asked when the OBPA would hear from the Federal DOT regarding the bids received. Airport Manager, Charlie Garrelts, confirmed that an official announcement should be coming in early August.
- c) Port Activity Report
- Director of Operations, James Chase, reported that there was no salt activity, which is typical this time of year. This time last year, the port was receiving it's first vessel. The OBPA's salt customer confirmed they are waiting on the NYS Bid to be finalized, so this is holding back who is awarded. The announcement should be made soon on who wins the award. The Thawrox third party customer is scheduling a call with the people that supply the fluid. The process is a lot easier in better weather, hopefully in September.
 - Director of Operations, James Chase, reported that five meal cars were received, totaling a little over 450 tons, and trucked out nearly almost the same amount. 106 tons of pellets were trucked out, and 5 railcars were received.
 - Director of Operations, James Chase, reported there was an Ingredion audit. A few minor clerical items were reported and he is currently working on tidying up and documenting better. 90% of these findings have been corrected already.
- d) Economic Development Report, Including Building Occupancy
- Director of Economic Development, Anthony Adamczyk, reported that occupancy in the Commerce Park is holding steady at 88% occupied. There are a handful of spaces of differing sizes that are still available for leasing. He'd like to see the number higher, but the number remains steady. The turnover rate for tenants is near zero.

- Director of Economic Development, Anthony Adamczyk, reported that the Operations team has improved the appearance of the Commerce Park, despite equipment failures.
- Director of Economic Development, Anthony Adamczyk, reported that efforts continue on the design on the new childcare facility. The drawings have been shared with the Board Members this evening, and this continues to move forward.
- Director of Economic Development, Anthony Adamczyk, reported that there's been some activity in the background on the Airport project for utility work. There is a resolution later in the meeting for that.
- Board Chair, Vernon D. Burns, asked Director of Economic Development, Anthony Adamczyk, if you add a 50,000 square foot building, could he fill it this year. Director of Economic Development, Anthony Adamczyk, asked if he was referencing the calendar year. He stated if there was a building ready to go, he has a good chance to fill it.

V. Unfinished Business

1. None.

VI. Business Items

A. General Administration

1. Acceptance of Federal Aid Local Project Agreement for the OBPA – Bridge

Maintenance and Rehabilitation Project for the Ogdensburg-Prescott International Bridge. On a motion made by Jennifer Quirk-Pickman, seconded by David D. King,

WHEREAS, a Project for the OBPA - Bridge Maintenance and Rehabilitation, P.I.N. 775428 ("the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne, at the ratios as shown in the Schedule A of this agreement.

WHEREAS, the Board of Directors desires to advance the Project,

NOW, THEREFORE, the Ogdensburg Bridge and Port Authority Board, duly convened does hereby,

RESOLVE, that the Ogdensburg Bridge and Port Authority hereby approves the above-subject project; and it is hereby further;

RESOLVED, that the Ogdensburg Bridge and Port Authority Board of Directors hereby authorizes the Executive Director of the Ogdensburg Bridge and Port Authority to pay in the first instance 100% of the federal and non-federal share of the cost of \$188,000 work for the Project or portions thereof; and it is further;

RESOLVED, that the sum of the \$188,000 is hereby appropriated from the Ogdensburg Bridge and Port Authority's Capital Budget and made available to cover the cost of participation in the above a phase of the Project; and it is further;

RESOLVED that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Ogdensburg Bridge and Port Authority Board of Directors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Executive Director thereof, and it is further;

RESOLVED, that the Executive Director of the Ogdensburg Bridge and Port Authority be and is hereby named as the Responsible Local Official (RLO) for the Ogdensburg Bridge and Port Authority and is authorized to execute all necessary Agreements, certifications or reimbursement requests for the Federal Aid on behalf of the Ogdensburg Bridge and Port Authority Board of Directors with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Authority's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further;

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further;

RESOLVED, this Resolution shall take effect immediately.

A vote was called.

AYES: David D. King
Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para
Toni Kennedy

MOTION CARRIED.

2. Acceptance of 2023 – 2024 Audited Financials. On a motion made by Toni Kennedy, seconded by Jennifer Quirk-Pickman, it was

RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority does hereby approve and accept the audited financial statements for the Ogdensburg Bridge and Port Authority for the fiscal year ended March 31, 2024 as prepared and presented by EFPR Group.

A vote was called.

AYES: Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para
Toni Kennedy
David D. King

MOTION CARRIED.

B. Ogdensburg-Prescott International Bridge

1. Approval of Jacobson Mower Repair. On a motion made by Toni Kennedy, seconded by Jennifer Quirk-Pickman, it was

RESOLVED, that the Director of Operations is hereby authorized and directed to execute a Purchase Order with MTE to fix the Jacobson mower with engine and overheating issues, a total cost not to exceed \$8,111.20.

A vote was called.

AYES: Vernon D. Burns
Diane Para
Toni Kennedy
Jennifer Quirk-Pickman

NAYES: David D. King

MOTION CARRIED.

C. Commerce Park

1. Approval of Lease Supplement No. 1 with NAC Logistics. On a motion made by David D. King, seconded by Diane Para, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute Lease Supplement No. 1 with NAC Logistics for 10,000 square feet of warehousing space in Building 3 of the Commerce Park Campus for a six (6) month period commencing September 1, 2024 and terminating February 28, 2025 at a rate of \$4.34 per square foot equaling \$3,616.67 per month, \$21,700.02 for the six (6) month period, exclusive 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.

A vote was called.

AYES: Diane Para
Toni Kennedy
David D. King

Jennifer Quirk-Pickman
Vernon D. Burns

MOTION CARRIED.

D. Ogdensburg International Airport

1. Approval of T-Hangar Lease Agreement with Frederick A. Proven. On a motion made by David D. King, seconded by Toni Kennedy, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Frederick A. Proven for T-Hangar No. 3 at the Ogdensburg International Airport for a one (1) year period commencing September 1, 2024 and terminating August 31, 2025 at a rate of \$240.00 per month, \$2,880.00 for the one (1) year period, inclusive of utilities.

A vote was called.

AYES: Toni Kennedy
David D. King
Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para

MOTION CARRIED.

2. Approval of T-Hangar Lease Agreement with Glass Box Research Company. On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Glass Box Research Company for T-Hangar No. 5 at the Ogdensburg International Airport for a one (1) year period commencing September 1, 2024 and terminating August 31, 2025 at a rate of \$240.00 per month, \$2,880.00 for the one (1) year period, inclusive of utilities.

A vote was called.

AYES: David D. King
Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para
Toni Kennedy

MOTION CARRIED.

3. Approval of Customer Estimate Sheet and Grant of Easement with Liberty Utilities Corp. On a motion made by Toni Kennedy, seconded by David D. King, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Customer Estimate Sheet and Grant of Easement Agreement with Liberty

Utilities Corp. to supply natural gas service to OGS at an approximate cost of \$15,222.22 for the installation of the natural gas main and associated easement documentation.

A vote was called.

AYES: Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para
Toni Kennedy
David D. King

MOTION CARRIED.

E. Port of Ogdensburg

1. Approval of Lease Supplement No. 9 with Corning Incorporated. On a motion made by David D. King, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute Lease Supplement No. 9 with Corning Incorporated for 15,000 square feet of commercial warehousing space in Building 4 at the Port of Ogdensburg for a two (2) year period commencing September 1, 2025 and terminating August 31, 2027 at a rate of \$2.73 per square foot for the period beginning September 1, 2025 and ending August 31, 2026, equaling \$3,412.50 per month, \$40,950.00 for the one (1) year period, and at a rate of \$2.80 per square foot for the period beginning September 1, 2026 and ending August 31, 2027, equaling \$3,500.00 per month, \$42,000.00 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.

A vote was called.

AYES: Vernon D. Burns
Diane Para
Toni Kennedy
David D. King
Jennifer Quirk-Pickman

MOTION CARRIED.

2. Port Dock Expansion-Approval of Work Order No. 24-01 with FVD Engineering Services, S.C. On a motion made by Jennifer Quirk-Pickman, seconded by Diane Para.

A vote was called.

NAYES with incorrect Work Order Number: Diane Para
Toni Kennedy
David D. King

Jennifer Quirk Pickman
Vernon D. Burns

A vote was called to amend the resolution to read Port Dock Expansion-Approval of Work Order No. 24-02 with FVD Engineering Services, S.C.

On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was resolved to amend the Resolution to read Port Dock Expansion-Approval of **Work Order No. 24-02** with FVD Engineering Services, S.C.

Port Dock Expansion-Approval of Work Order No. 24-02 with FVD Engineering Services, S.C (Amended Resolution). On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Work Order Agreement for Work Order No. 24-02 with FVD Engineering Services, S.C. to perform State Environmental Quality Review Act (SEQR) implementation for the Terminal and modified dredging disposal location as part of the Channel Deepening Project Ogdensburg Harbor for a cost not to exceed \$5,000.00.

FURTHER RESOLVED, that:

The Agreement for Professional Engineering Services between Ogdensburg Bridge & Port Authority and FVD Engineering Services, S.C. for Professional Services for Port of Ogdensburg Dock Expansion, dated July 2016, shall govern all Work Orders.

A vote was called.

AYES: Diane Para
Toni Kennedy
David D. King
Jennifer Quirk-Pickman
Vernon D. Burns

MOTION CARRIED.

F. New York & Ogdensburg Railroad

1. Approval of Grant Agreement with the New York State Department of Transportation.

On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director of the Ogdensburg Bridge and Port Authority is hereby authorized and directed to execute all necessary Agreements on behalf of the Ogdensburg Bridge and Port Authority with New York State Department of Transportation in connection with the 286K to the Port-Phase 1 Project, and it is further

RESOLVED, that the Ogdensburg Bridge and Port Authority desires to advance the Project by committing funds for the local match, the breakdown of the funding shares being:

New York State Department of Transportation	\$5,012,208
Ogdensburg Bridge & Port Authority	<u>\$556,892</u>
	\$5,568,920

RESOLVED, that a Certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the 286K to the Port-Phase 1 Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

A vote was called.

AYES: Toni Kennedy
David D. King
Jennifer Quirk-Pickman
Vernon D. Burns
Diane Para

MOTION CARRIED.

G. Border Station

1. None.

H. Other Such Matters

1. None.

Executive Director, Steven J. Lawrence, stated there was a need for Executive Session under Open Meeting Law §105 item h of the Open Meeting Law to discuss 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. On a motion made by Jennifer Quirk-Pickman, seconded by Diane Para, the meeting went into Executive Session at 6:14 PM. On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, the meeting resumed at 6:21 PM. No action needed to be taken after Executive Session.

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

1. None.

VIII. Next Meeting Date

The next Board meeting was confirmed for Thursday, August 8, 2024, at 5:00 PM.

IX. Adjournment

On a motion made by Toni Kennedy, seconded by Diane Para, the meeting adjourned at 6:24 PM.

Jennifer Quirk-Pickman
Secretary

Vernon D. Burns
Chairperson

OGDENSBURG BRIDGE & PORT AUTHORITY
STATEMENT OF FINANCIAL POSITION
as of June 30, 2024

ASSETS: Things that OBPA OWNS

Current Assets:

Cash - Checking Accounts	\$ 194,129	
Cash - Reserves & Other Restricted Accounts	8,057,742	①
Cash - Security Deposits	175,948	
Accounts Receivable - Regular	164,401	
Accounts Receivable - AEAS	891,674	
Grants Receivable	823,159	
Investments	-	
Inventories	65,415	Fuel Inventory
Prepaid Expenses	11,009	DBL/PFL/Cyber/Crime
Total Current Assets	\$ 10,383,478	

Fixed Assets:

Land & Land Improvements	\$ 46,674,118
Buildings & Building Improvements	108,711,370
Machinery & Equipment	8,946,184
Vehicles	2,018,770
Furniture & Fixtures	142,506
Signage	181,132
Bond Issuance Costs - 2017 Series	171,663
Total Fixed Assets	\$ 166,845,744
Less Accumulated Depreciation	<u>(81,183,085)</u>
Net Fixed Assets	\$ 85,662,658

Other Assets:

1,322,559

Construction in Progress

\$ 8,876,118 ②

TOTAL ASSETS \$ 106,244,814

LIABILITIES: Things OBPA OWES

Current Liabilities:

Accounts Payable - Regular	710,129	③
Accounts Payable - AEAS/Contour	402,831	
Accounts Payable - NYS Retirement	124,033	
Accounts Payable - All Project A/P	285,598	
Current Portion of Long Term Debt	\$ 918,146	
Accrued Expenses	22,526,264	
Total Current Liabilities	<u>24,967,002</u>	

Other General Liabilities

1,579,254

Long Term Liabilities

Long Term Portion of Long Term Debt	8,209,456
Total Long Term Liabilities	<u>8,209,456</u>

Capital

71,489,103

TOTAL LIABILITIES 106,244,814

(0)

①	Restricted Accounts - Top 5 Bank Accounts		
	Consolidated Reserve Fund - CBNA	6,644,820	
	Debt Service Reserve Fund - Wilmington Trust	541,998	
	Tompkins Trust Security Reserve Deposit	364,666	
	M&T Deposit - Bond Payable Reserve Funds	350,108	
	Aviation CC Account	73,883	
		<u>7,975,475</u>	
	8 Additional Restricted Bank Accounts share the balance	82,267	
②	Construction in Progress - Top 4 Projects		
	Airport Revitalization Project	2,802,362	
	Airport EA PH 1 Drainage & Terminal Area	2,161,523	
	Airport MASLF	2,005,201	
	Port - Dock Wall Expansion	668,063	
		<u>7,637,149</u>	
	6 Additional Projects share the balance	1,238,969	
③	Regular Accounts Payable - Top 10 Vendors		PAID - JULY 2024
	Parsons Transportation Group	143,597	\$143,597 - PAID IN FULL
	Wladis Law Firm	141,107	\$114,174.93
	AEP - Solar	48,864	\$48,864 - PAID IN FULL
	Comptroller, City of O'Burg	38,096	\$38,096 - PAID IN FULL
	Excellus	37,500	\$37,500 - PAID IN FULL
	OMLC	32,405	\$32,405 - PAID IN FULL
	E-Transit	30,559	\$30,559 - PAID IN FULL
	National Grid	30,012	\$30,012 - PAID IN FULL
	Strategic Development	30,000	\$12,000
	Ascent Aviation	29,815	\$29,815 - PAID IN FULL
		<u>561,956</u>	
	73 +/- Additional Vendors share the balance	148,173	

OGDENSBURG BRIDGE & PORT AUTHORITY: JUNE 2024 BUDGET TO ACTUAL

INCOME

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
Bridge Revenue	289,997	313,477	23,480	848,117	915,100	66,983
Airport Revenue	36,226	43,359	7,133	113,104	167,095	53,991
Airport Revenue - Fuel Sales	42,780	82,117	39,337	125,360	207,264	81,904
Airport Revenue - AEAS Income	467,935	402,831	(65,104)	1,322,425	1,155,148	(167,277)
Industrial Park Campus Revenue	77,511	77,128	(383)	232,534	234,237	1,703
Marine Terminal (Port) Revenue	22,875	41,734	18,859	92,750	131,253	38,503
Marine Terminal - Interest Income	0	24,847	24,847	0	73,145	73,145
Railroad Revenue	0	5,695	5,695	0	8,149	8,149
TOTAL INCOME	937,324	991,188	53,864	2,734,290	2,891,391	157,101

EXPENSES

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
BRIDGE EXPENSE						
Salary Expense	116,399	116,196	(203)	335,196	309,028	(26,168)
Employee Benefits	53,258	43,871	(9,387)	159,773	116,708	(43,065)
Maintenance Expense	7,445	9,246	1,801	22,345	22,656	311
Bridge Maintenance Expense	5,344	0	(5,344)	5,344	0	(5,344)
Utility Expense	6,000	6,386	386	21,300	21,449	149
General Expenses	45,440	34,914	(10,526)	131,900	132,509	609
Legal Expense	10,702	25,857	15,155	47,500	78,605	31,105
TOTAL BRIDGE EXPENSES	244,588	236,470	(8,118)	723,358	680,955	(42,403)
AIRPORT EXPENSE						
Salary Expense	29,473	30,155	682	88,419	86,045	(2,374)
Employee Benefits	10,371	7,902	(2,469)	31,112	26,023	(5,089)
Maintenance Expense	4,500	2,425	(2,075)	22,153	21,360	(793)
Fuel Sales Expense	29,750	29,285	(465)	122,697	123,694	997
Utility Expense	8,000	5,758	(2,242)	19,000	17,137	(1,863)
General Expenses	60,441	82,490	22,049	211,049	205,820	(5,229)
Interest Expense	2,200	0	(2,200)	2,200	0	(2,200)
Legal Expense	8,500	0	(8,500)	24,000	0	(24,000)
AEAS Expense	467,935	402,831	(65,104)	1,322,425	1,188,148	(134,277)
TOTAL AIRPORT EXPENSES	621,170	560,846	(60,324)	1,843,055	1,668,227	(174,828)

	Monthly Budget	Monthly Actual	Over/ (Under)	YTD Budget	YTD Actual	Over/ (Under)
INDUSTRIAL PARK EXPENSE						
Salary Expense	3,500	3,502	2	10,500	10,506	6
Employee Benefits	1,098	336	(762)	3,294	1,008	(2,286)
Maintenance Expense	2,104	508	(1,596)	6,313	4,703	(1,610)
Utility Expense	8,295	4,062	(4,233)	45,634	11,467	(34,167)
General Expenses	6,903	3,760	(3,143)	20,708	11,313	(9,395)
Interest Expense	0	0	0	0	780	780
TOTAL INDUSTRIAL PARK EXPENSES	21,900	12,168	(9,732)	86,449	39,777	(46,672)

MARINE TERMINAL (PORT) EXPENSE						
Salary Expense	35,812	16,303	(19,509)	107,435	44,132	(63,303)
Employee Benefits	6,589	7,741	1,152	28,816	30,980	2,164
Maintenance Expense	17,653	7,163	(10,490)	43,541	22,511	(21,030)
Utility Expense	5,552	4,022	(1,530)	15,689	13,505	(2,184)
General Expenses	29,394	14,975	(14,419)	88,183	54,274	(33,909)
Interest Expense	0	9	9	0	232	232
Legal Expense	0	0	0	0	0	0
TOTAL MARINE TERMINAL EXPENSES	95,000	50,213	(44,787)	283,664	165,634	(118,030)

RAILROAD EXPENSES	0	0	0	0	0	0
BORDER STATION EXPENSES	0	4,308	4,308	0	11,079	11,079

TOTAL EXPENSES 982,658 864,005 (118,653) 2,936,526 2,565,672 (370,854)

OPERATING INCOME (Net Gain/(Loss)) (45,334) 127,183 (202,236) 325,719

Debt Service (Principal & Interest)	-----	96,399	-----	-----	378,234	-----
OPBA Portion of Projects & Capital	-----	56,654	-----	-----	141,792	-----
OPERATING INCOME (Net Gain/(Loss))	-----	(25,870)	-----	-----	(194,307)	-----

OGDENSBURG BRIDGE and PORT AUTHORITY
BRIDGE TRAFFIC FIGURES & COMPARISONS
CALENDAR YEAR 2024

	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2024	2019	% Change	2024	2019	% Change	2024	2019	% Change	2024	2019
June 1 - June 30	45,174	53,785	-16.01%	5,909	6,434	-8.16%	51,083	60,219	-15.17%	\$138,953.25	\$198,334.25

	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2024	2023	% Change	2024	2023	% Change	2024	2023	% Change	2024	2023
June 1 - June 30	45,174	42,439	6.44%	5,909	5,842	1.15%	51,083	48,281	5.80%	\$138,953.25	\$128,109.50

Month	Auto Crossings			All Other Crossings			Total Crossings			Revenue	
	2024	2019	% Change	2024	2019	% Change	2024	2019	% Change	2024	2019
December											
November											
October											
September											
August											
July											
June	45,174	53,785	-16.01%	5,909	6,434	-8.16%	51,083	60,219	-15.17%	\$138,953.25	\$198,334.25
May	42,541	51,016	-16.61%	6,182	6,911	-10.55%	48,723	57,927	-15.89%	\$109,505.25	\$146,528.00
April	37,688	45,707	-17.54%	6,257	6,905	-9.38%	43,945	52,612	-16.47%	\$114,572.50	\$154,635.00
March	38,206	44,523	-14.19%	5,398	6,036	-10.57%	43,604	50,559	-13.76%	\$115,421.00	\$128,733.50
February	32,455	35,864	-9.51%	5,140	5,662	-9.22%	37,595	41,526	-9.47%	\$97,026.00	\$106,063.25
January	29,971	35,667	-15.97%	5,454	6,234	-12.51%	35,425	41,901	-15.46%	\$88,059.00	\$104,184.25
TOTALS	226,035	266,562	-15.20%	34,340	38,182	-10.06%	260,375	304,744	-14.56%	\$663,537.00	\$838,478.25

Loss of Revenue for Calendar Year \$174,941.25

Compass Minerals Inventory Activity for: Ogdensburg/20606						Compass Minerals Inventory Activity for: Ogdensburg/20606								
Report by Monday Morning (9:00 am CST) to: Email - leathersd@compassminerals.com			Report by Monday Morning (9:00 am CST) to: Email - leathersd@compassminerals.com			Report by Monday Morning (9:00 am CST) to: Email - leathersd@compassminerals.com			Report by Monday Morning (9:00 am CST) to: Email - leathersd@compassminerals.com			Report by Monday Morning (9:00 am CST) to: Email - leathersd@compassminerals.com		
DATE of Activity (mm/dd/yr)		Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance	Ending Balance from last Month:		Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance	Ending Balance from last Month:		
DATE of Activity (mm/dd/yr)		Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance	Ending Balance from last Month:		Receiving Barge/Vessel Name	TONS IN	TONS OUT	Running Balance	Ending Balance from last Month:		
7/1/2024					88,120.82						88,120.82			
7/2/2024					88,120.82						88,120.82			
7/3/2024					88,120.82						88,120.82			
7/4/2024					88,120.82						88,120.82			
7/5/2024					88,120.82						88,120.82			
7/6/2024					88,120.82						88,120.82			
7/7/2024					88,120.82						88,120.82			
7/8/2024					88,120.82						88,120.82			
7/9/2024					88,120.82						88,120.82			
7/10/2024					88,120.82						88,120.82			
7/11/2024					88,120.82						88,120.82			
7/12/2024					88,120.82						88,120.82			
7/13/2024					88,120.82						88,120.82			
7/14/2024					88,120.82						88,120.82			
7/15/2024					88,120.82						88,120.82			
7/16/2024					88,120.82						88,120.82			
7/17/2024					88,120.82						88,120.82			
7/18/2024					88,120.82						88,120.82			
7/19/2024					88,120.82						88,120.82			
7/20/2024					88,120.82						88,120.82			
7/21/2024					88,120.82						88,120.82			
7/22/2024					88,120.82						88,120.82			
7/23/2024					88,120.82						88,120.82			
7/24/2024					88,120.82						88,120.82			
7/25/2024					88,120.82						88,120.82			
7/26/2024					88,120.82						88,120.82			
7/27/2024					88,120.82						88,120.82			
7/28/2024					88,120.82						88,120.82			
7/29/2024					88,120.82						88,120.82			
7/30/2024					88,120.82						88,120.82			
MONTH-END TOTALS & BALANCE					88,120.82						88,120.82	0.00	(0.00)	
MONTH-END TOTALS & BALANCE					88,120.82						88,120.82	0.00	(0.00)	

MEAL - JULY 2024

<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>ST Inventory</u>	<u>LBS Inventory</u>
	Balance Forward					616.49	1232940
7/2/2024	BL 90711089			40000	20	596.49	1192940
7/3/2024	BL 90717857			64000	32	564.49	1128940
7/3/2024	BL 90711090			35060	17.53	546.96	1093880
7/3/2024	BL 90701928			68440	34.22	512.74	1025440
7/5/2024	BL 90721136			72480	36.24	476.50	952960
7/8/2024	BL 90722246			62980	31.49	445.01	889980
7/8/2024	BL 90721219			57520	28.76	416.25	832460
7/9/2024	BL 90722270			74760	37.38	378.87	757700
7/10/2024	BL 90724347			73440	36.72	342.15	684260
7/10/2024	BL 90726540			75880	37.94	304.21	608380
7/11/2024	BL 90728216			79540	39.77	264.44	528840
7/11/2024	BL 90724348			75100	37.55	226.89	453740
7/11/2024	BL 90726563			74840	37.42	189.47	378900
7/15/2024	BL 90728869			71160	35.58	153.89	307740
7/16/2024	BL 90726731			61780	30.89	123.00	245960
7/17/2024	BL 90730799			36000	18	105.00	209960
7/22/2024	BL 90730901			80060	40.03	64.97	129900
7/23/2024	BL 90736423			39680	19.84	0.00	0
7/30/2024	GACX 516020 - BL 90735190	179950	89.98			89.98	179950

PELLETS - JULY 2024

<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>ST Inventory</u>	<u>LBS Inventory</u>
	Balance Forward					0	0
7/2/2024	GACX 13626 - BL 90701198	195750	97.88			97.88	195750
7/3/2024	CCLX 95033 - BL 90701343	178250	89.13			187.01	374000
7/5/2024	CEFX 389365 - BL 90697788	196750	98.38			285.39	570750
7/8/2024	BL 90718218			42280	21.14	264.25	528470
7/8/2024	CEFX 389259 - BL 90697787	198959	99.48			363.73	727429
7/16/2024	BL 90731162			61120	30.56	333.17	666309
7/17/2024	BL 90735263			56780	28.39	304.78	609529
7/17/2024	BL 90735270			65520	32.76	272.02	544009
7/18/2024	BL 90731164			63220	31.61	240.41	480789
7/18/2024	BL 90736461			62480	31.24	209.17	418309
7/19/2024	BL 90736462			56040	28.02	181.15	362269
7/24/2024	BL 90738816			56980	28.49	152.66	305289
7/24/2024	BL 90743304			56940	28.47	124.19	248349
7/26/2024	BL 90738817			55160	27.58	96.61	193189
7/26/2024	BL 90746188			59780	29.89	66.72	133409



OGDENSBURG BRIDGE & PORT AUTHORITY
BUILDING OCCUPANCY REPORT
 August 8, 2024

Commerce Park Campus

<i>Building</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
1	70%	30,000	8,938	7,356	Lincare
				3,626	AB Thermal Technology
				500	West End Asset Management
				424	Miracle Ear / Quality Hearing
				211	KDM Analytics
				187	Nova Networks
				8,758	Non-Rentable
3	100%	15,000	0	10,000	NAC Logistics
				4,860	AN Deringer
				140	Non-Rentable
4	42%	20,000	11,659	4,892	T-Base Communications
				2,324	Day Automation
				850	5G Technologies USA
				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
	88%	170,200	20,597	149,603	

Bridge Administration Building

<i>Suite</i>	<i>% Occupied</i>	<i>Total SF</i>	<i>Available</i>	<i>Occupied</i>	<i>Tenant</i>
BAB	100%	5,316	0		
103				536	OBPA Economic Development
104				1,054	SUNY IT
201A				120	Demers, Inc.
201B				140	Cortech/Penski
201C				368	OBPA Executive Director
204				1,689	Stephens Media Group
205				207	Griffith/Lambert
206				182	Griffith/Lambert
207A				170	Dan Dodge
207B				220	Mack Global Engineering
208				158	Barbara Pleet
209				180	Knudsen Systems
210				292	Glenda Jones
	100%	5,316	0	5,316	

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	Burtch / OGS Equipment Storage
T-Hangar	100%	11,550	0		
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	Oudheusden
8				1,036	Tate Jr.
9				1,036	Kelly
10				1,036	Richardson
				1,046	Mechanical / Operations Storage
	100%	26,022	0	26,022	

**OGDENSBURG BRIDGE & PORT AUTHORITY
AUGUST 8, 2024 BOARD MEETING**

Agenda Item C. Commerce Park Campus

1) Approval of Lease Supplement No. 2 with A.N. Deringer, Inc.

REPORT:

Staff has negotiated Lease Supplement No. 2 with A.N. Deringer, Inc. for 4,860 square feet of warehousing space in Building 3 of the Commerce Park Campus for a two (2) year period commencing November 1, 2024 and terminating October 31, 2026 at a rate of \$5.22 per square foot equaling \$2,114.10 per month, \$25,369.20 for the period November 1, 2024 through October 31, 2025 and at a rate of \$5.48 per square foot equaling \$2,219.40 per month, \$26,632.80 for the period November 1, 2025 through October 31, 2026, exclusive 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. 2 with A.N. Deringer, Inc. for 4,860 square feet of warehousing space in Building 3 of the Commerce Park Campus for a two (2) year period commencing November 1, 2024 and terminating October 31, 2026 at a rate of \$5.22 per square foot equaling \$2,114.10 per month, \$25,369.20 for the period November 1, 2024 through October 31, 2025 and at a rate of \$5.48 per square foot equaling \$2,219.40 per month, \$26,632.80 for the period November 1, 2025 through October 31, 2026, exclusive 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 PASSED BY: _____

Unanimous: Yes No

SECONDED BY: _____

Abstained By: _____

OGDENSBURG BRIDGE & PORT AUTHORITY
August 8, 2024 BOARD MEETING

Agenda Item D. Ogdensburg International Airport

1) Approval of PAPI (Precision Approach Path Indicators) Lighting Repairs and Equipment

REPORT:

During recent maintenance inspections, staff identified several faults in the PAPI system. Due to the age of the system, significant difficulties have been encountered in sourcing the required spare parts. Manufacturers have discontinued production of components for the OGS' model, and alternative suppliers do not have compatible parts available.

As a result, the PAPI system is currently non-operational, which presents several critical challenges:

1. Operational Disruption: The PAPI system's outage compromises the ability to provide accurate visual glide slope guidance to incoming aircraft, potentially impacting flight operations and safety
2. Increased Safety Risks: The lack of reliable visual guidance during approach phases poses a significant safety risk, particularly in adverse weather conditions
3. Maintenance Challenges: The ongoing difficulty in obtaining spare parts for repairs highlights the unsustainability of maintaining an outdated system

Therefore, replacing the outdated PAPI system has become essential to ensure the continued safety, reliability, and efficiency of airport operations.

Three quotes were received to supply the equipment/lights:

- | | |
|------------------------------|-------------|
| 1. SPX | \$22,780.00 |
| 2. Airport Lighting Company | \$26,756.55 |
| 3. Baseline King Corporation | \$66,000.00 |

While still the highest, Baseline King's quote does include a labor component.

Collins Hammond submitted a quote of \$2,444.00 to perform the updates and install lighting.

The FAA will provide a commissioning flight inspection of the PAPI lighting after installation is complete. The FAA cost to provide the commissioning flight inspection is estimated at \$12,421.08.

Staff recommends using SPX and Collins Hammond for this project. The SPX system has been identified as a suitable replacement due to its advanced technology, enhanced reliability, and lower maintenance requirements.

RESOLUTION:

RESOLVED, that the Airport Manager is hereby authorized and directed to execute a Purchase Order with SPX and Collins Hammond for the PAPI lighting, repairs and upgrades for a total cost not to exceed \$25,224.00, and to schedule the FAA inspection for a cost not to exceed \$12,421.08.

INITIATOR/PREPARER: Charlie Garrelts/Karin Blackburn APPROVED BY: 

MOTION PASSED BY: _____ Unanimous: Yes No

SECONDED BY: _____ Abstained By: _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
AUGUST 8, 2024 BOARD MEETING**

Agenda Item D. Ogdensburg International Airport
2) Approval of T-Hangar Lease Agreement with Frank Richardson.

REPORT:

Staff has negotiated a new Lease Agreement with Frank Richardson for T-Hangar No. 2 at the Ogdensburg International Airport for a one (1) year and two (2) week period commencing August 15, 2024 and terminating August 31, 2025 at a rate of \$240.00 per month, \$3,000.00 for the one (1) year and two (2) week period, inclusive of utilities.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Frank Richardson for T-Hangar No. 2 at the Ogdensburg International Airport for a one (1) year and two (2) week period commencing August 15, 2024 and terminating August 31, 2025 at a rate of \$240.00 per month, \$3,000.00 for the one (1) year and two (2) week period, inclusive of utilities.

INITIATOR/PREPARER: Anthony Adamczyk

APPROVED BY: 

MOTION PASSED BY: _____

Unanimous: Yes No

SECONDED BY: _____

Abstained By: _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
AUGUST 8, 2024 BOARD MEETING**

Agenda Item D. Ogdensburg International Airport
3) Approval of T-Hangar Lease Agreement with Keith Weston

REPORT:

Staff has negotiated a new Lease Agreement with Keith Weston for T-Hangar No. 4 at the Ogdensburg International Airport for a one (1) year period commencing October 1, 2024 and terminating September 31, 2025 at a rate of \$240.00 per month, \$2,880.00 for the one (1) year period, inclusive of utilities.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Keith Weston for T-Hangar No. 4 at the Ogdensburg International Airport for a one (1) year period commencing October 1, 2024 and terminating September 31, 2025 at a rate of \$240.00 per month, \$2,880.00 for the one (1) year period, inclusive of utilities.

INITIATOR/PREPARER: Anthony Adamczyk

APPROVED BY: 

MOTION PASSED BY: _____

Unanimous: Yes No

SECONDED BY: _____

Abstained By: _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
AUGUST 8, 2024, BOARD MEETING**

Agenda Item H. Other Such Matters

- 1) Approval of Grant Offer with the Federal Aviation Administration to Construct Terminal Renovation and Expansion

REPORT:

The FAA is requesting that the Ogdensburg Bridge and Port Authority have Board approval to execute a FAA grant offer on the same day it is received. In anticipation of the Federal Aviation Administration grant offer, it is requested that the Board pre-approve the Executive Director to sign the FY-2024 Entitlement Grant Offer to the Ogdensburg Bridge and Port Authority in the amount of \$2,105,264 to use OGS FY-2024 Entitlement Funds to construct Terminal Renovation and Expansion as listed below:

Renovation of Existing Hold Room
Expansion of Existing Hold Room
Renovation of Existing Restrooms (Men & Women)
Apron Expansion

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,000,000
New York State Department of Transportation (2.5%)	\$ 52,632
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 52,632</u>
	\$2,105,264

Staff requests Board pre-approval to accept this Grant Offer agreement with the Federal Aviation Administration upon receipt of Grant offer.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Grant Offer with the Federal Aviation Administration use OGS FY-2024 Entitlement Funds to construct Terminal Renovation and Expansion:

Renovation of Existing Hold Room
Expansion of Existing Hold Room
Renovation of Existing Restrooms (Men & Women)
Apron Expansion

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,000,000
New York State Department of Transportation (2.5%)	\$ 52,632
Ogdensburg Bridge and Port Authority (2.5%)	<u>\$ 52,632</u>
	\$2,105,264

INITIATOR/PREPARER: Steve Lawrence APPROVED BY: 

MOTION PASSED BY: _____ Unanimous: Yes No

SECONDED BY: _____ Abstained By: _____

**OGDENSBURG BRIDGE & PORT AUTHORITY
AUGUST 8, 2024, BOARD MEETING**

Agenda Item H. Other Such Matters

2 Approval of Grant Offer with the Federal Aviation

Administration to Construct Terminal Renovation and Expansion: Bid
Bid Package 1 and 2.

REPORT:

The FAA is requesting that the Ogdensburg Bridge and Port Authority have Board approval to execute a FAA grant offer on the same day it is received. In anticipation of the Federal Aviation Administration grant offer, it is requested that the Board pre-approve the Executive Director to sign the FY-2024 Grant Application - BIL AIG Grant Offer to the Ogdensburg Bridge and Port Authority in the amount of \$2,700,054 to construct Terminal Renovation and Expansion: Bid Package 1 and 2 as listed below:

Bid package 1

Installation of new Security
Fence) and Bollards

Installation of Airside Security Cameras
Installation of IT Network

Bid Package 2

Renovation of the existing Ticket Lobby
Expansion of the existing Ticket Lobby
Renovation of the existing Baggage Screening Area
Expansion of the existing Baggage Screening Area
Renovation of the existing Baggage Claim Area
Expansion of the existing Baggage Claim area

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,565,051
New York State Department of Transportation (2.5%)	\$ 67,502
Ogdensburg Bridge and Port Authority (2.5%)	\$ 67,502
	<u>\$2,700,054</u>

Staff requests Board pre-approval to accept this Grant Offer agreement with the Federal Aviation Administration upon receipt of Grant offer.

RESOLUTION:

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Grant Offer with the Federal Aviation Administration to accept the OGS FY-2024 BIL AIG Grant Offer to the Ogdensburg Bridge and Port Authority in the amount of \$2,700,054 to construct Terminal Renovation and Expansion: Bid Package 1 and 2 as listed below:

Bid package 1

Installation of new Security
Fence) and Bollards

Installation of Airside Security Cameras
Installation of IT Network

Bid Package 2

Renovation of the existing Ticket Lobby
Expansion of the existing Ticket Lobby
Renovation of the existing Baggage Screening Area
Expansion of the existing Baggage Screening Area
Renovation of the existing Baggage Claim Area
Expansion of the existing Baggage Claim area

Financing participation is as follows:

Federal Aviation Administration (95%)	\$2,565,051
New York State Department of Transportation (2.5%)	\$ 67,502
Ogdensburg Bridge and Port Authority (2.5%)	\$ 67,502
	\$2,700,054

INITIATOR/PREPARER: Steve Lawrence APPROVED BY: 

MOTION PASSED BY: _____ Unanimous: Yes No

SECONDED BY: _____ Abstained By: _____

