

Annual Report for Albany Port District Commission
 Fiscal Year Ending:12/31/2012

Run Date: 10/17/2013
 Status: CERTIFIED

Governance Information (Authority-Related)

Question	Response	URL (if applicable)
1. Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by section 2800 of PAL?	Yes	www.portofalbany.us
2. As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	www.portofalbany.us
3. Has the Authority named an internal control officer in accordance with section 2931 of PAL?	Yes	N/A
4. Please enter the number of staff assigned the internal control function.	1	N/A
5. Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2802(4) of PAL?	Yes	N/A
6. Does the independent auditor provide non-audit services to the Authority?	Yes	N/A
7. Does the Authority have an organization chart?	Yes	www.portofalbany.us
8. Are any Authority staff also employed by another government agency?	No	
9. Has the Authority posted their mission statement to their website?	Yes	www.portofalbany.us
10 Has the Authority's mission statement been revised and adopted during the reporting period?	No	N/A
11 Attach the Authority's measurement report, as required by section 2824-a of PAL and provide the URL.		www.portofalbany.us

Governance Information (Board-Related)

Question	Response	URL
1. Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	Yes	N/A
2. Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	Yes	N/A
3. Has the Board established Finance Committee in accordance with Section 2824(8) of PAL?	Yes	N/A
4. Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):		www.portofalbany.us
5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	Yes	N/A
6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		www.portofalbany.us
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	www.portofalbany.us
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	www.portofalbany.us
9. Does the Board review and monitor the Authority's implementation of financial and management controls?	Yes	N/A
10. Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?	Yes	N/A
11. Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL?		
Salary and Compensation	Yes	N/A
Time and Attendance	Yes	N/A
Whistleblower Protection	Yes	N/A
Defense and Indemnification of Board Members	Yes	N/A
12. Has the Board adopted a policy prohibiting the extension of credit to Board members and staff in accordance with Section 2824(5) of PAL?	Yes	N/A
13. Are the Authority's Board members, officers, and staff required to submit financial disclosure forms in accordance with Section 2825(3) of PAL?	Yes	N/A
14. Was a performance evaluation of the board completed?	Yes	N/A
15. Was compensation paid by the Authority made in accordance with employee or union contracts?	No	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	No	

<u>Board of Directors Listing</u>			
Name	Cross, Robert F	Name	Steffens, Georgette
Chair of the Board	Yes	Chair of the Board	No
If yes, Chairman Designated by.	Elected by Board	If yes, Chairman Designated by.	
Term Start Date	04/01/2006	Term Start Date	08/08/2012
Term Expiration Date	03/27/2015	Term Expiration Date	03/27/2015
Title		Title	
Has the Board member appointed a designee?		Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	No	Ex-officio	No
Nominated By	Local	Nominated By	Other
Appointed By	Local	Appointed By	Governor
Confirmed by Senate?	No	Confirmed by Senate?	Yes
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
Complied with training requirement of Section 2824?	Yes	Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed State gove	No	Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	No

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<u>Board of Directors Listing</u>			
Name	Tagliento, Dominick	Name	Dean, Leo F
Chair of the Board	No	Chair of the Board	No
If yes, Chairman Designated by.		If yes, Chairman Designated by.	
Term Start Date	05/07/2010	Term Start Date	05/15/2006
Term Expiration Date	05/07/2015	Term Expiration Date	03/27/2015
Title		Title	
Has the Board member appointed a designee?		Has the Board member appointed a designee?	
Designee Name		Designee Name	
Ex-officio	No	Ex-officio	No
Nominated By	Other	Nominated By	Local
Appointed By	Governor	Appointed By	Governor
Confirmed by Senate?		Confirmed by Senate?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes	Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
Complied with training requirement of Section 2824?	Yes	Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed State gove	No	Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	Yes	Does the Board member/designee also hold an elected or appointed municipal government position?	No

<u>Board of Directors Listing</u>	
Name	Ferrara, Anthony
Chair of the Board	No
If yes, Chairman Designated by.	
Term Start Date	04/24/2006
Term Expiration Date	03/27/2015
Title	
Has the Board member appointed a designee?	
Designee Name	
Ex-officio	No
Nominated By	Local
Appointed By	Governor
Confirmed by Senate?	No
Has the Board member/designee signed the acknowledgement of fiduciary duty?	Yes
Complied with training requirement of Section 2824?	Yes
Does the Board member/designee also hold an elected or appointed State gove	No
Does the Board member/designee also hold an elected or appointed municipal government position?	No

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Staff Listing

Name	Title	Group	Department / Subsidiary	Union Name	Bargaining Unit	Full Time/ Part Time	Exempt	Base Annualized Salary	Actual salary paid to the Individual	Over time paid by Authority	Performance Bonus	Extra Pay	Other Compensation/Allowances/Adjustments	Total Compensation	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by State or local government
Aloisi, Michael G	Security Guard	Operational	Security			PT	No	612.00	612	0	0	0	0	612	No	
Andolina, Jeffrey j	Security Guard	Operational	Security	no	no	PT	No	14,110.00	14,110	0	0	0	0	14,110	No	
Betters, Halsey E	Construction Manager	Operational	Administration	no	no	FT	Yes	53,560.00	53,560	0	0	0	0	53,560	No	
Carroll, Jason r	Maintenance Staff	Operational	Maintenance	no	no	FT	No	36,282.20	36,282.2	0	0	0	0	36,282.2	No	
Carroll, Richard K	Security Guard	Operational	Security	no	no	PT	No	24,598.92	24,598.92	0	0	0	0	24,598.92	No	
Commisso, Frank j	Business Manager	Managerial	Administration	no	no	FT	Yes	37,726.00	37,726	0	0	0	0	37,726	No	
Demarco, Michael T	Security Guard	Operational	Security			PT	No	3,941.00	3,941	0	0	0	0	3,941	No	
Falkenheimer, Maria i	Security	Operational	Security	no	no	PT	No	3,542.00	3,542	0	0	0	0	3,542	No	
Fitzgerald, Annie M	Accountant	Administrative and Clerical	Administrative	no	no	FT	Yes	62,704.06	62,704.06	0	0	0	0	62,704.06	No	
Fusco, Fredirick M	Security Guard	Operational	Security			PT	No	190.00	190	0	0	0	0	190	No	
Gagnon, Joseph F	Security Guard	Operational	Security	no	no	PT	No	4,095.00	4,095	0	0	0	0	4,095	No	
Hendrick, Richard Sr J	General Manager	Executive	Administration	no	no	FT	Yes	102,838.55	102,838.55	0	0	0	0	102,838.55	No	
Hendrick, Richard, Jr J	Maintenance	Operational	Maintenance	no	no	PT	No	11,130.19	11,130.19	0	0	0	0	11,130.19	No	
Hurley, Terrence P	Chief Financial Officer	Managerial	Administration	no	no	FT	Yes	90,931.04	90,931.04	0	0	0	0	90,931.04	No	

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Kasianczuk, Ihor	Security Guard	Operational	Security	no	no	PT	No	4,244.00	4,244	0	0	0	0	4,244	No	
Kerr, James W	Security Guard	Operational	Security			PT	No	2,020.00	2,020	0	0	0	0	2,020	No	
Lammerts, Christopher	Security Guard	Operational	Security			PT	No	1,886.00	1,886	0	0	0	0	1,886	No	
Lourinia, Vito m	Security Guard	Operational	Security	no	no	PT	No	25,696.51	25,696.51	0	0	0	0	25,696.51	No	
Magnetto, Anthony D	Security Guard	Operational	Security			PT	No	160.00	160	0	0	0	0	160	No	
Mahan, William d	Maintenance	Operational	Maintenance	no	no	FT	No	31,666.47	31,666.47	0	0	0	0	31,666.47	No	
Marrarino, Scott a	Security Guard	Operational	Security	no	no	PT	No	4,123.00	4,123	0	0	0	0	4,123	No	
McGuinness, Thomas J	Information Services	Managerial	Administration	no	no	FT	Yes	53,560.00	53,560	0	0	0	0	53,560	No	
McNally, Jane m	Assistant	Administrative and Clerical	Marketing			PT	No	9,212.50	9,212.5	0	0	0	0	9,212.5	No	
Mcgreevy, Maureen	Security Guard	Operational	Security	no	no	PT	No	4,958.00	4,958	0	0	0	0	4,958	No	
Mclean, Clifford	Security Guard	Operational	Security	no	no	PT	No	4,174.00	4,174	0	0	0	0	4,174	No	
McLoughlin, John d	Security Guard	Operational	Security	no	no	PT	No	14,293.00	14,293	0	0	0	0	14,293	No	
Messina, Katherine a	Assistant	Administrative and Clerical	Administration			PT	No	465.00	465	0	0	0	0	465	No	
Nieckarz, John t	Security Guard	Operational	Security	no	no	PT	No	10,500.00	10,500	0	0	0	0	10,500	No	
Oglesby, John m	Security Guard	Operational	Security	no	no	PT	No	722.00	722	0	0	0	0	722	No	
Olthoff, Donald m	Security Guard	Operational	Security	no	no	PT	No	8,846.00	8,846	0	0	0	0	8,846	No	

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Ostrander, Joshua G	Maintenance	Operational	Maintenance	no	no	FT	No	37,572.91	37,572.91	0	0	0	0	37,572.91	No	
Owens, Thomas M	Legal	Managerial	Administration	no	no	FT	Yes	154,500.32	154,500.32	0	0	0	0	154,500.32	No	
Plue, Robert d	Security Guard	Operational	Security	no	no	PT	No	6,213.00	6,213	0	0	0	0	6,213	No	
Rozonewski, Peter	Security Guard	Operational	Security	no	no	PT	No	628.00	628	0	0	0	0	628	No	
Shell, John w	Maintenance	Operational	Maintenance	no	no	FT	No	41,591.78	41,591.78	0	0	0	0	41,591.78	No	
Teller, James	Security Guard	Operational	Security	no	no	PT	No	17,931.44	17,931.44	0	0	0	0	17,931.44	No	
Tierney, Robert j	Security Guard	Operational	Security	no	no	PT	No	3,304.00	3,304	0	0	0	0	3,304	No	
Vasil, Anthony J	Marketing Director	Administrative and Clerical	Administration			FT	Yes	28,308.40	28,308.4	0	0	0	0	28,308.4	No	
Vaughan, Alexander d	Security Guard	Operational	Security	no	no	PT	No	845.00	845	0	0	0	0	845	No	
Venter, George f	Security Guard	Operational	Security			PT	No	1,462.00	1,462	0	0	0	0	1,462	No	
Wilkerson, Linda	Clerical	Administrative and Clerical	administration	no	no	FT	No	37,238.24	37,238.24	0	0	0	0	37,238.24	No	
Williams, Charles h	Security Guard	Operational	security	no	no	PT	No	24,117.00	24,117	0	0	0	0	24,117	No	
Williams, David B	Security Director	Managerial	Security	no	no	FT	Yes	54,590.00	54,590	0	0	0	0	54,590	No	
Williams, James p	Maintenance Foreman	Managerial	Maintenance	no	no	FT	Yes	47,666.64	47,666.64	0	0	0	0	47,666.64	No	
Yaggle, Edward	Security Guard	Operational	Security	no	no	PT	No	654.00	654	0	0	0	0	654	No	

Benefit Information

During the fiscal year, did the authority continue to pay for any of the above mentioned benefits for No

Board Members

Name	Title	Severance Package	Payment for Unused Leave	Club Member- ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transpo- rtation	Housing Allow- ance	Spousal / Dependent Life Insurance	Tuition Assist- ance	Multi- Year Employ- ment	None of These Benefits	Other
Tagliento, Dominick	Board of Directors												X	
Ferrara, Anthony	Board of Directors												X	
Cross, Robert F	Board of Directors												X	
Dean, Leo F	Board of Directors												X	
Steffens, Georgette	Board of Directors												X	

Staff

Name	Title	Severance Package	Payment for Unused Leave	Club Member- ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transpo- rtation	Housing Allow- ance	Spousal / Dependent Life Insurance	Tuition Assist- ance	Multi- Year Employ- ment	None of These Benefits	Other
Hendrick, Richard Sr J	General Manager						X							
Owens, Thomas M	Legal												X	

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Subsidiary/Component Unit Verification

Is the list of subsidiaries, as assembled by the Office of the State Comptroller, correct? Yes

Are there other subsidiaries or component units of the Authority that are active, not included in the PARIS reports submitted by this Authority and not independently filing reports in PARIS? No

Name of Subsidiary/Component Unit	Status	Requested Changes
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Subsidiary/Component Unit Creation

Name of Subsidiary/Component Unit	Establishment Date	Entity Purpose
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Subsidiary/Component Unit Termination

Name of Subsidiary/Component Unit	Termination Date	Termination Reason	Proof of Termination
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Summary Financial Information

SUMMARY STATEMENT OF NET ASSETS

<u>Assets</u>	
Current Assets	
Cash and cash equivalents	\$796,602
Investments	\$3,196,021
Receivables, net	\$503,430
Other assets	\$245,535
Total Current Assets	\$4,741,588
Noncurrent Assets	
Restricted cash and investments	\$32,993
Long-term receivables, net	\$0
Other assets	\$4,983
Capital Assets	
Land and other nondepreciable property	\$0
Buildings and equipment	\$79,956,207
Infrastructure	\$0
Accumulated depreciation	\$49,651,077
Net Capital Assets	\$30,305,130
Total Noncurrent Assets	\$30,343,106
Total Assets	\$35,084,694

Summary Financial Information**SUMMARY STATEMENT OF NET ASSETS****Liabilities****Current Liabilities**

Accounts payable	\$61,018
Pension contribution payable	\$36,700
Other post-employment benefits	\$0
Accrued liabilities	\$507,636
Deferred revenues	\$16,245
Bonds and notes payable	\$127,043
Other long-term obligations due within one year	\$145,683
Total Current Liabilities	\$894,325

Noncurrent Liabilities

Pension contribution payable	\$1,130,193
Other post-employment benefits	\$0
Bonds and notes payable	\$0
Long Term Leases	\$0
Other long-term obligations	\$1,001,036
Total Noncurrent Liabilities	\$2,131,229

Total Liabilities	\$3,025,554
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Net Asset (Deficit)**Net Asset**

Invested in capital assets, net of related debt	\$29,158,412
Restricted	\$0
Unrestricted	\$2,900,728
Total Net Assets	\$32,059,140

Summary Financial Information

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

Operating Revenues

Charges for services	\$1,140,175
Rental & financing income	\$2,908,097
Other operating revenues	\$149,606
Total Operating Revenue	\$4,197,878

Operating Expenses

Salaries and wages	\$1,786,030
Other employee benefits	\$0
Professional services contracts	\$239,909
Supplies and materials	\$808,507
Depreciation & amortization	\$1,463,925
Other operating expenses	\$423,081
Total Operating Expenses	\$4,721,452

Operating Income (Loss) (\$523,574)

Nonoperating Revenues

Investment earnings	(\$36,908)
State subsidies/grants	\$627,418
Federal subsidies/grants	\$0
Municipal subsidies/grants	\$0
Public authority subsidies	\$0
Other nonoperating revenues	\$0
Total Nonoperating Revenue	\$590,510

Summary Financial InformationSUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETSNonoperating Expenses

Interest and other financing charges	\$0
Subsidies to other public authorities	\$0
Grants and donations	\$0
Other nonoperating expenses	\$0
Total Nonoperating Expenses	\$0
Income (Loss) Before Contributions	\$66,936
Capital Contributions	\$0
Change in net assets	\$66,936
Net assets (deficit) beginning of year	\$31,992,204
Other net assets changes	\$0
Net assets (deficit) at end of year	\$32,059,140

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Current Debt

Question	Response
1. Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	Yes
2. If yes, has the Authority issued any debt during the reporting period?	No

New Debt Issuances List by Type of Debt and Program

No Data has been entered by the Authority for this section in PARIS

Schedule of Authority Debt

Type of Debt	Statutory Authorization (\$)	Outstanding Start of Fiscal Year (\$)	New Debt Issuances (\$)	Debt Retired (\$)	Outstanding End of Fiscal Year (\$)
State Obligation					
State Guaranteed					
NEW YORK JOB DEVELOPMENT AUTHORITY	0.00	237,709.00	0.00	80,000.00	157,709.00
State Supported					
State Contingent Obligation					
State Moral Obligation					
Other State Funded					
Authority Obligation					
General Obligation	0.00	1,052,078.00	0.00	63,068.00	989,010.00
Revenue					
Other Non-State Funded					
Conduit					
Conduit Debt	0.00	13,738.00	0.00	13,738.00	0.00
Conduit Debt - Pilot Increment Financing					

Real Property Acquisition/Disposal List

1.	Address Line1: Riverside Avenue Address Line2: City: RENSSELAER State: NY Postal Code: 12144 Plus4: Province/Region: Country: USA Property Description: Vacant Lot/Undeveloped Land Estimated Fair Market Value: \$3,000,000 How was the Fair Market Appraisal Value Determined?: Transaction Type: DISPOSITION LEASE If Other, Explain: Transaction Date: 02/13/2012 Purchase Sale Price: \$3,000,000.00 <u>Lease Data (If applicable)</u> Market Rate(\$/square foot): 6.96 Lease Rate(\$/square foot): 6.96 Lease Period (months): 240 <u>Seller/Purchaser/Tenant Data:</u> Organization: New Castle Asphalt, LLC Last Name: First Name: Address Line1: 159 Brick Church Road Address Line2: City: TROY State: NY Postal Code: 12180 Plus4: Province/Region: Country: USA Relation With Board member/senior authority management? No	2.	Address Line1: 700 Smith Boulevard Address Line2: Port of Albany City: ALBANY State: NY Postal Code: 12202 Plus4: Province/Region: Country: USA Property Description: Vacant Lot/Undeveloped Land Estimated Fair Market Value: \$95,475.42 How was the Fair Market Appraisal Value Determined?: Transaction Type: DISPOSITION LEASE If Other, Explain: Transaction Date: 09/29/2012 Purchase Sale Price: \$95,475.42 <u>Lease Data (If applicable)</u> Market Rate(\$/square foot): .21 Lease Rate(\$/square foot): .21 Lease Period (months): 6 <u>Seller/Purchaser/Tenant Data:</u> Organization: Sims Metal Management/Hudson River Recyclin Last Name: First Name: Address Line1: 700 Smith Boulevard Address Line2: City: ALBANY State: NY Postal Code: 12202 Plus4: Province/Region: Country: USA Relation With Board member/senior authority management? No
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Real Property Acquisition/Disposal List

3.	Address Line1: Smith Boulevard Address Line2: Port of Albany City: ALBANY State: NY Postal Code: 12202 Plus4: Province/Region: Country: USA Property Description: Commercial Building Estimated Fair Market Value: \$7,425,000 How was the Fair Market Appraisal Value Determined?: Transaction Type: DISPOSITION LEASE If Other, Explain: Transaction Date: 12/01/2012 Purchase Sale Price: \$7,425,000.00 <u>Lease Data (If applicable)</u> Market Rate(\$/square foot): 16.58 Lease Rate(\$/square foot): 16.58 Lease Period (months): 120 <u>Seller/Purchaser/Tenant Data:</u> Organization: Mohawk Paper Mills, Inc. Last Name: First Name: Address Line1: 465 Saratoga Street Address Line2: City: COHOES State: NY Postal Code: 12047 Plus4: Province/Region: Country: USA Relation With Board member/senior authority management? No	4.	Address Line1: 100 Grain Street Address Line2: Port of Albany City: ALBANY State: NY Postal Code: 12202 Plus4: Province/Region: Country: USA Property Description: Industrial Facility/Plant Estimated Fair Market Value: \$320,833.33 How was the Fair Market Appraisal Value Determined?: Transaction Type: DISPOSITION LEASE If Other, Explain: Transaction Date: 12/26/2012 Purchase Sale Price: \$320,833.33 <u>Lease Data (If applicable)</u> Market Rate(\$/square foot): .57 Lease Rate(\$/square foot): .57 Lease Period (months): 14 <u>Seller/Purchaser/Tenant Data:</u> Organization: Cargill, Inc. Last Name: First Name: Address Line1: 15407 McGinty Road, MS 20 Address Line2: City: WAYZATA State: MN Postal Code: 55391 Plus4: Province/Region: Country: USA Relation With Board member/senior authority management? No
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Personal Property

This Authority has indicated that it had no personal property disposals during the reporting period.

Property Documents

Question	Response	URL (if applicable)
1. In accordance with Section 2896(3) of PAL, the Authority is required to prepare a report at least annually of all real property of the Authority. Has this report been prepared?	Yes	www.portofalbany.us
2. Has the Authority prepared policies, procedures, or guidelines regarding the use, awarding, monitoring, and reporting of contracts for the acquisition and disposal of property?	Yes	www.portofalbany.us
3. In accordance with Section 2896(1) of PAL, has the Authority named a contracting officer who shall be responsible for the Authority's compliance with and enforcement of such guidelines?	Yes	

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Additional Comments: