

Thousand Islands Bridge Authority
Friday, September 27, 2024, 10:30 A.M.
American Administration Building

PRESENT Bruce Armstrong, Chairman
Natalie Kinloch, Vice-Chairwoman
Richard Iglinski, Assistant Secretary-Treasurer
Douglas D. Dier, Assistant Secretary-Treasurer
Barry Ormsby, Assistant Secretary-Treasurer
Thye Lee, Assistant Secretary-Treasurer
Peter Walton, Legal Counsel
Timothy Sturick, Executive Director
Bill Moulton, Deputy Executive Director
Patrick Labiendo, Manager, Safety & Security
Bryan Olson, Manager, Finance & Administration
Keri Jobson, Deputy Director, Boldt Facilities Operations
& Maintenance
Lohanne Messenger, Senior Accountant/Office Manager

ALSO Rémi Paquette, FBCL, Chief Corporate Services Officer

MEDIA None in attendance.

MINUTES

The meeting was called to order by Bruce Armstrong, Chairman. Upon motion by Thye Lee, seconded by Richard Iglinski, the minutes of the meeting held on August 23, 2024, were approved as drafted.

COMMUNICATIONS

Mr. Sturick reported that Mr. Storms and Mr. Salisbury asked to be excused. Mr. Sturick reported that Ms. Mowers was participating remotely. Mr. Sturick welcomed Rémi Paquette, FBCL, Chief Corporate Services Officer. Mr. Sturick reported that the bi-annual Tourism Summit will be held at the Doubletree by Hilton Kingston in Kingston, Ontario, Canada, on Wednesday, November 13, 2024. Ms. Kinloch suggested that the TIBA board members

advise Mr. Sturick at the next regular monthly meeting being held on October 18, 2024, if attending the summit.

FINANCIAL MATTER

Financial Statement: Mr. Olson, in reviewing the Financial Statement Balance Sheet (Exhibit A) for the month of August 31, 2024, reported that the Authority's directly held Cash and Investment Obligations, total to date of \$15,992,160 compared to \$12,628,947 for the prior fiscal year representing an increase of \$3,363,213 or 26.63% above the previous period. Mr. Olson reported Total Facilities to date of \$58,614,374 compared to \$59,542,664 for the prior fiscal year, representing a decrease of \$928,290 or 1.56% below the previous period. Mr. Olson reported Total Assets to date of \$90,773,698, compared to \$88,410,706 for the prior fiscal year, representing an increase of \$2,362,992 or 2.67% above the previous period. Mr. Olson reported Payables total to date of \$10,002,808 compared to \$10,906,623 for the prior fiscal year, representing a decrease of \$903,815 or 8.29% below the previous period. Mr. Olson reported the Provision for Canadian Dollar Conversion total to date of \$158,063 compared to \$109,265 for the prior fiscal year, representing an increase of \$48,798 or 44.66% above the previous period. Mr. Olson reported Total Statutory Equity stands at \$61,812,560, compared to \$60,128,536 for the previous fiscal year, representing an increase of \$1,684,024 or 2.80% above the previous period.

In reviewing Exhibit B (Net Revenue (Loss) – Bridge, Other Facilities & Programs), Mr. Olson reported Toll Income at \$6,666,994 versus \$6,489,574 for the previous period representing an increase of \$177,420 or 2.73% above the previous period. Mr. Olson reported total Cost of Operations for Bridge Facilities is recorded at \$4,132,329 versus \$3,761,791 for the previous period

representing an increase of \$370,538 or 9.85% above the previous year. Mr. Olson reported total Canadian Dollar Conversion is recorded at (\$37,066) versus (\$45,687) for the previous period representing an increase of \$8,621 or 18.87% above the previous period. Mr. Olson reported total Net Revenue is recorded at \$2,571,731 versus \$2,773,471 for the previous period representing a decrease of \$201,740 or 7.27% below the previous year. Mr. Olson reported FBCL's Net Revenue Share is recorded at \$1,257,584 as compared to \$1,333,142 for the previous period representing a decrease of \$75,558 or 5.67% below the previous period. Mr. Olson reported TIBA's Net Revenue Bridge Facility through August 31, 2024, is recorded at \$577,682 as compared to \$714,263 for the previous period representing a decrease of \$136,581 or 19.12% below the previous period. Mr. Olson reported the Total Revenue from Other Facilities & Programs is recorded at \$4,141,772 compared to \$3,786,511 for the previous period representing an increase of \$355,261 or 9.38% above the previous period. Mr. Olson reported the Cost of Operations from Other Facilities & Programs is recorded at \$2,669,197, compared to \$2,529,823 for the previous period representing an increase of \$139,374 or 5.51% above the previous period. Mr. Olson reported Total Net Revenue from Other Facilities & Programs year-to-date of \$1,472,574 as compared to \$1,256,688 for the prior year, representing an increase of \$215,886 or 17.18% above the previous year. Mr. Olson reported Net Revenue from all operations (Bridge, Other Facilities & Programs), through August 31, 2024, is \$2,050,256 compared to \$1,970,950 for the prior fiscal year, representing an increase of \$79,306 or 4.02% above the previous fiscal year.

With respect to Exhibit C (Statement of Source & Use of Funds), Mr. Olson reported that Net Revenue plus the adjustment for non-cash cost of depreciation reflects total source of funds of \$3,455,330 compared to \$3,359,920 for the prior fiscal year, representing an increase of \$95,410 or 2.84% above the previous fiscal year. Mr. Olson reported Bridge Facilities Use of Funds year-to-date total of \$195,949, compared to \$87,724 for the previous year representing an increase of \$108,225 or 123.37% above the previous fiscal year. Mr. Olson reported Use of Funds for Other Facilities & Programs year-to-date total \$446,664 compared to \$188,336 representing an increase of \$258,328 or 137.16% above the previous fiscal year. Mr. Olson reported Total Use of Funds year-to-date total \$642,613 compared to \$276,060 for the prior year, representing an increase of \$366,553 or 132.78% above the previous year. In terms of Increase in Operating Cash and Other Net Current Assets, the current year-to-date amount stands at \$2,812,717 compared to \$3,083,861 for the prior fiscal year, representing a decrease of \$271,144 or 8.79% below the previous year.

Mr. Olson's reviewed Exhibit D (Shared Special Maintenance Project Expenses) for August 31, 2024, reported zero for the month and year to date expenses totaling zero.

Financial Statements: Upon Mr. Olson's presentation of the financial statements for the month of August 31, 2024, a motion to accept the financial report was moved by Richard Iglinski, seconded by Douglas D. Dier and duly accepted.

Capital Projects Obligation Report: Mr. Olson reviewed the report dated August 31, 2024, noting the Total TIBA*FBCL Projects Budget is \$130,000, with the obligated amount being zero and incurred to-date of zero and a

balance due of zero. Mr. Olson reported Total TIBA Projects Budget is \$1,048,000, with the obligated amount being \$184,755 and incurred to date of \$184,755 and a balance due of \$3,330. Mr. Olson reported Total Bridge-Facilities Projects Budget is \$1,178,000, with the obligated amount being \$184,755, incurred to date of \$184,755 and a balance due of \$3,330. Mr. Olson reported Total Boldt Facilities Projects budget is \$834,000 with the obligated amount being \$432,419 and incurred to-date of \$432,419 and a balance due of zero. Mr. Olson reported Other Capital Budget is \$330,000, with the obligated amount being \$14,245 and incurred to date of \$14,245 and a balance due of \$4,070. Total appropriations for Capital Programs for Bridge and Other Facilities & Programs for FY 2024-2025 is \$2,342,000 with the current obligated amount being \$631,419 and incurred to-date of \$631,419 balance due of \$7,400.

Investment Report: Mr. Olson reviewed the Investment & Fund Report dated August 31, 2024, in detail noting investments totaling \$15,992,160 with an average interest rate of 4.18% versus 2.77% in 2023. Mr. Olson also reported pledged securities for each U.S. institution were in place and at levels equal to or greater than the required minimum (100%). Mr. Olson reported that uncollateralized deposits at authorized Canadian financial institutions totaled \$5,597,888. The credit ratings for the Canadian financial institutions were within the guidelines established by the Investment Policy.

Approval/Ratification of Routine and Special Expense Payments –

Proposed Resolution No. 28: Mr. Sturick read the following resolution which was moved Barry Ormsby, seconded by Natalie Kinloch and duly adopted.

SEE ATTACHMENT 1

Bridge Facility Vehicle Traffic & Revenue Comparison:31 Days of August (FY2024/2025 Compared to FY2023/2024)

		<u>FY2024/2025</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY24-25	Total Vehicles	246,221	-	6,870	-	2.9%
	Total Revenue	1,291,286	-	\$5,761	-	0.4%

6 Months March/August (FY2024/2025 Compared to FY2023/2024)

		<u>FY2024/2025</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY24-25	Total Vehicles	1,142,230	-	52,784	-	4.8%
	Total Revenue	\$6,718,794	-	\$175,977	-	2.7%

14 Days of September (FY2024/2025 Compared to FY2023/2024)

		<u>FY2024/2025</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY24-25	Total Vehicles	84,866	-	(3,387)	-	(3.8%)
	Total Revenue	\$492,237	-	\$89	-	0.0%

Mr. Sturick reviewed the Bridge and Tunnel Operators Association (BTOA) Report for YTD August 2024 and August 2023. Mr. Sturick reported total crossings for YTD August 2024 and August 2023 were 1,360,246 compared to 1,290,243 the previous period YTD representing an increase of 70,003 or 5.4% above the previous period.

Boldt Facilities Admissions, Concessions and Gift Store Comparison31 Operating Days of August (FY 24-25 Compared to FY 23-24)

Total Admissions	54,343	-	1,447	-	2.7%
Total Revenue	\$583,008	-	\$39,684	-	7.3%

4 Months May/August (FY 24-25 compared to FY23-24)

Total Admissions	151,237	-	359	-	0.2%
Total Revenue	\$1,626,879	-	\$79,708	-	5.2%

14 Days of September (FY 24-25 Compared to FY 23-24)

Total Admissions	13,523	-	(1,547)	-	(10.3%)
Total Revenue	\$147,272	-	\$7,231	-	5.2%

Food Concession/Revenue Reports:31 Operating Days of August (FY 24-25 Compared to FY 23-24)

Total Revenue	\$98,424	-	\$10,652	-	12.1%
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4 Months May/August (FY 24-25 compared to FY 23-24)

Total Revenue	\$278,834	-	\$25,838	-	10.2%
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14 Days of September (FY 24-25 Compared to FY 23-24)

Total Revenue	\$20,572	-	(\$1,426)	-	(6.5%)
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Gift Concession/Revenue Reports:31 Operating Days of August (FY 24-25 Compared to FY 23-24)

Total Revenue	\$222,280	-	\$4,532	-	2.1%
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4 Months May/August (FY 24-25 compared to FY 23-24)

Total Revenue	\$685,579	-	\$9,187	-	1.4%
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14 Days of September (FY 24-25 Compared to FY 23-24)

Total Revenue	\$56,877	-	(\$5,710)	-	(9.1%)
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TIBA Parking Facility Parking Lot Improvements - Proposed

Resolution No. 29: Mr. Sturick read the following resolution which was moved Barry Ormsby, seconded by Richard Iglinski and duly adopted with a fiscal year correction on page 1 from "2023-2024" to "2024-2025" and corrected "Furhter" to "Further" on the second page.

SEE ATTACHMENT 2

**State Environmental Quality Review Act Determination for the
Parking Facility Improvement Project - Proposed Resolution No. 30:** Mr.

Walton read the following resolution which was moved Douglas D. Dier, seconded by Barry Ormsby and duly adopted.

SEE ATTACHMENT 3

TIBA Parking Facility Parking Lot Improvements Budget

Amendment – Proposed Resolution No. 31: Mr. Sturick read the following resolution which was moved Richard Iglinski, seconded by Natalie Kinloch and duly adopted.

SEE ATTACHMENT 4

General Insurance Program Additional Umbrella Insurance –

Proposed Resolution No. 32: Mr. Sturick read the following resolution which was moved Barry Ormsby, seconded by Douglas D. Dier and duly adopted.

SEE ATTACHMENT 5

PROJECT REPORTS

Bridge Facilities

Operations and Maintenance Activities

Mr. Moulton reported the 2024 Bridge Painting Program is in its twenty-second (22nd) week. Mr. Moulton reported after Labor Day, he reviewed the priorities of what work needed to be completed prior to the conclusion of the 2024 Bridge Painting Program. Mr. Moulton reported on September 12, 2024, the U.S. maintenance crew inspected, rotated and replaced two (2) bearings on the main span of the U.S. Bridge. Mr. Moulton reported on September 28, 2024, the U.S. maintenance staff worked the night shift to make repairs to the

bridge road deck and an expansion joint. Mr. Moulton reported that the 2024 Detailed Inspection of the Canadian Crossing, underwater inspection of Pier 17, the Follow-Up Inspection of the U.S. Crossing, Rift Bridges and the Boldt Yacht House Bridges took place in August of 2024. Mr. Moulton reported that a meeting took place on August 29, 2024, with representatives from Parsons Transportation Group and TIBA staff to discuss the inspections. Mr. Moulton reported that the TIBA Parking Facility Parking Lot Improvement Project will include storm drain work and the replacement of asphalt at the AMMEX Duty Free Store will be completed prior to May 23, 2025, and the parking lots near the U.S. administrative buildings will be completed prior to August 1, 2025. Mr. Moulton reported that Barton & Loguidice submitted a report of their findings to their investigation of the building at the AMMEX Duty Free Store of needed repairs and maintenance items. Mr. Moulton reported that the repairs and maintenance at the AMMEX Duty Free Store will be proposed in the 2025-2026 budget for board approval. Mr. Moulton reported that J.B. Brady mobilized on September 16, 2024, to begin the work for the weigh-in-motion scales project at the U.S. Toll Plaza. Mr. Moulton reported that the contractor completed the demolition, setting scale platform frames, placement of rebar and poured the concrete. Mr. Moulton reported that the contractor will return on October 21, 2024, to cleanup the work site, install the scales platforms and concrete curing will be completed by then. Mr. Moulton reported that the Canadian staff continue assisting the FBCL with traffic control operations for the rehabilitation projects on the Canadian Bridges. Mr. Moulton reported on September 25, 2024, overnight, alternating one way traffic operations took place with paving at the North and South end between the hours of 3:30 a.m.

and 5:30 p.m. Mr. Moulton reported that the traffic was light until later in the day it backed up about the time the job was finishing up. Mr. Moulton reported that TIBA maintenance staff visited Viking Cives, Inc. of Harrisville, New York, regarding the setup of the two (2) new plow trucks which are on-site at Viking Cives, Inc. Mr. Moulton reported that TIBA expects to have the new plow trucks for the upcoming winter plow season.

Safety & Security

Mr. Labiendo reported on the U.S. side there were four (4) new injuries in the past month with one (1) open claim. Mr. Labiendo reported on August 26, 2024, two (2) U.S. maintenance staff witnessed a medical emergency. They immediately called 911 and notified Mr. Labiendo who waited for first responders. Mr. Labiendo commended the staff for their fast response to the medical emergency. Mr. Labiendo reported that he recently participated virtually in the PERMA safe and sound week activities. Mr. Labiendo reported on September 5, 2024, Jose Munoz Franco, Transportation Security Inspector (TSI) from Transport Canada completed an unannounced site inspection. Mr. Labiendo reported that the site inspection went well with TIBA meeting the criteria in accordance with the Memorandum of Understanding (MOU) for the International Bridges and Tunnels (IBT) security. Mr. Labiendo reported on September 24, 2024, Mr. Moulton, Mr. Sturick and he participated in a virtual meeting with the other bridge operators under the FBCL umbrella hosted by Corey Bertrand, FBCL Manager, Corporate Security and Risk Compliance. Mr. Labiendo reported that the U.S. staff and family members annual on-site flu shot clinic is scheduled on Thursday, October 24, 2024, hosted by Kinney Drugs of Clayton, New York. Mr. Labiendo reported he has contacted

Pharmasave in Lansdowne, Ontario, Canada, regarding the availability of the flu vaccines for the Canadian staff and he was told that the vaccine is not available yet.

Other Facilities and Programs

Boldt Facilities

Ms. Jobson reported that City Cruises have been stopping once daily and Rockport has been stopping on weekends and periodically during the week. Ms. Jobson reported that the U.S. boat operators have also been stopping daily. Ms. Jobson reported that Ms. Gollinger, Boldt Castle Gift Store Manager, has started inventory on merchandise that is back stocked and will not be available for the 2024 operating season. Ms. Jobson reported thirty-nine (39) weddings have taken place with seven (7) weddings remaining for the 2024 operating season and twenty-five (25) scheduled for the 2025 operating season. Ms. Jobson reported that Ms. Mowers and she will be attending the North America Galaxy User Group Meeting, in Atlanta, GA, from October 6th – 10th. 2024. Ms. Jobson reported that Lupini Construction, Inc. (Lupini) of Utica, New York, has completed the Boldt Castle Eastern Exposure Masonry Project. Ms. Jobson reported the scaffolding is not scheduled to be taken down until the week of October 7th. The maintenance staff has been utilizing the scaffolding to complete some caulking and painting of windows in that area. Ms. Jobson reported that the wall tile and quarry floor tile have been installed, grouted and sealed and staff are currently restoring and producing millwork for the Alster Tower Kitchen Restoration Project. Ms. Jobson reported that staff are currently making masonry repairs and repointing of the exterior walls of the Castle and on the pin setter turrets of Alster Tower. Ms. Jobson reported

the maintenance staff continue pressure washing of the roofs at Boldt Castle and the grounds staff are cleaning up acorns, watering the flower beds and caring for the lawns at the Boldt Facilities.

OTHER MATTERS

TIBA Appointment of Director to the Thousand Islands Regional Tourism Development Corporation – Proposed Resolution No. 33: Mr. Sturick read the following resolution which was moved Douglas D. Dier, seconded by Barry Ormsby and duly adopted.

SEE ATTACHMENT 6

Mr. Sturick reported that the October 18, 2024, board meeting is scheduled for 10:30 a.m. and he would like to propose changing the time from 10:30 a.m. to a later time. Mr. Sturick reported that October 18, 2024, is the annual employee appreciation dinner at the Riveredge Resort. Mr. Armstrong asked the board members for any comments and it was agreed upon that the meeting on October 18, 2024, would commence at 2:00 p.m. Mr. Sturick reported that the November board meeting is scheduled for November 22, 2024, and he would like to propose changing the date to November 15, 2024, due to a schedule conflict. Mr. Armstrong asked the board members for any comments and it was agreed upon that Mr. Sturick would send an email out to the board members and they would check their schedule and email a reply to Mr. Sturick if November 15, 2024, was good for them.

A request was made by Bruce Armstrong at approximately 11:40 p.m. to go into Executive Session to discuss property matters. Barry Ormsby made a motion to go into Executive Session to discuss property matters, the motion was seconded by Richard Iglinski and unanimously carried and the TIBA Board

Members went into Executive Session. At approximately Noon, a motion to adjourn the Executive Session was made by Barry Ormsby, seconded by Richard Iglinski and unanimously carried.

With no other business, a motion to adjourn the meeting was made by Doug D. Dier, seconded by Natalie Kinloch and unanimously carried.

NEXT AUTHORITY MEETING

By unanimous consent, the place of the next Authority meeting was set for Friday, October 18, 2024, at 2:00 p.m. at the American Administration Building.

Secretary

ATTACHMENT 1

RESOLUTION NO. 28

**RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS**

The following resolution was moved by Barry Ormsby, seconded by Natalie Kinloch and duly adopted.

WHEREAS, the below listed requisitions and vouchers, together with invoices and other supporting documentation for routine and special expense payments made since the Authority meeting held on August 23, 2024, were available and reviewed by the Authority during the meeting held on September 27, 2024 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
08/27/24	3513	36004-36022 - US / C11085-C11087 - CD	\$ 93,067.43
09/03/24	3514	36023-36041 - US / C11088-C11094 - CD	61,950.77
09/10/24	3515	36042-36057 - US / C11095-C11107 - CD	323,160.95
09/17/24	3516	36058-36076 - US / C11108-C11120 - CD	133,405.84
09/24/24	3517	36077-36114 - US / C11121-C11128 - CD	<u>151,850.17</u>
			<u>\$ 763,435.16</u>

NOTE: CDN check #11095 was voided. Check was used for EFT identification.

U.S. check #35978 was voided & replaced with U.S. check #36019. The original check was made out to the wrong vendor.

U.S. check #35867 was voided & replaced with U.S. check #36044. The original check was not received by the vendor.

WHEREAS, in a similar manner, the below listed Special Expense Payments, together with invoices and other supporting documentation which require specific approval before payment is made, were available and reviewed by the Authority during the meeting held on September 27, 2024 (viz):

	<u>Amount</u>
Alexandria Central School District - 2024-2025 PILOT	\$ 44,200.26
American Crane & Equipment Corporation - U.S. Bridge Traveler Repairs & Maintenance	28,720.95
Barton & Loguidice, D.P.C. - Professional Services	
- U.S. Toll, Maintenance & AMMEX Duty Free Parking Lot Restoration and Asphalt Replacement Project for August 2024	17,333.80
Phase 1, Duty Free Store Repairs Investigation	6,500.00
Brady Systems - Weigh-In-Motion Scales Project at the U.S. Toll Plaza - 25% Due Upon Delivery	28,604.25

ATTACHMENT 1

CDW Government		
- Two (2) Desktop Computers for SOC	2,550.64	
- Elite Mini Desktop & Monitor for Administration	1,083.28	
- HP ProBook Notebook for Administration	1,138.82	
Gibbs Tile & Marble - Tile Installation for the Alster Tower Café Project	19,596.32	
Green 2 Green Consulting LLC - Professional Services	1,250.00	
Charles R. Heck - Training - CPR/AED, Heartsaver & First Aid Courses	1,550.00	
Kapsch TrafficCom USA - Two (2) Portable Handheld Readers for U.S. & Canadian TCS	7,000.00	
Lupini Construction, LLC - Masonry Restoration Project at Boldt Castle	106,858.00	
N.E. Controls, LLC - Level Control Modification Parts and Field Service at the Water Treatment Plant	4,533.00	
Nottingham Trust - Professional Services - Annual Fee for TIBA Retirement Payment Service	1,000.00	
RBC Wealth Management - Employees Retirement Benefit Trust Minimum Required Contribution - Plan Year Ending February 29, 2024	276,406.00	
Riveredge Resort		
- Four (4) Rooms for the Annual TIBA Board and Management Dinner	1,245.32	
- Annual George C. Boldt Scholarships Reception at Boldt Castle	6,301.60	
Snyder Outdoors & Restorations - Annual TIBA Board and Management Dinner	2,500.00	
Watertown Appliance - Stove for the Rift Camp & Two (2) Dehumidifiers for Administration	1,499.97	
White Cap, L.P. - Sixteen (16) Bags of Set 45 for Canadian Bridge	1,102.56	
Ziebart of Watertown- Paint Restoration for Canadian Van	1,350.00	
G.A.L. Power Systems Ottawa Ltd. - Preventative Maintenance Inspection - Canadian Shop Generator	2,457.75	CD
HTS Engineering Ltd.		
- Service Call at CBSA Air Conditioning in Main Building	1,808.00	CD
- Repairs on Boilers #2, #3 & #5	5,198.00	CD
Industrial Electrical Contractors Brockville Ltd. - Transformer for the Necklace Lights on the Canadian Bridge	2,224.69	CD
Kimco Steel Sales Ltd. - Steel Channel for the North Abutment on the Canadian Bridge	1,030.56	CD
Schindler Elevator Corporation - CBSA Maintenance Contract from 09/01/24 - 11/30/24	5,198.73	CD
	<u>\$ 580,242.50</u>	

WHEREAS, the Executive Director has recommended approval of all Routine and Special Expense Payments as proper obligations of this Authority.

RESOLVED, that the Authority as it's proper act and deed, hereby approves and ratifies in all respects the routine and special expense payments represented by Requisition No. 3513 through No. 3517 as set forth herein, totaling \$763,435.16, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$580,242.50.

ATTACHMENT 2

RESOLUITON NO. 29

RE: TIBA PARKING FACILITY PARKING LOT IMPROVEMENTS

The following resolution was moved by Barry Ormsby, seconded by Richard Iglinski and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") owns and maintains a parking facility at Duty Free Americas on Wellesley Island, two (2) parking facilities at its Administrative Offices located in Collins Landing, and the approach to the northerly parking facility at the Administrative Offices (collectively the "Parking Facilities"); and

WHEREAS, the Parking Facilities are in need of re-pavement, reconstruction and other related work (hereinafter the "Work"); and

WHEREAS, the Authority's adopted budget for fiscal year 2024-2025 budgeted the sum of \$400,000.00 for the Work; and

WHEREAS, the Authority contracted with the engineering firm of Barton & Loguidice, D.P.C., Watertown, New York (hereinafter "Barton & Loguidice"), to complete the design and specifications for the Work; and

WHEREAS, the specifications included a base bid for the Duty Free parking lot, an Additive Bid No. 1 for the Administrative Parking lots, and an Additive Bid No. 2 for the approach to the northerly Administrative Offices parking lot; and

WHEREAS, timely advertisement for the Work was thereafter made by Barton & Loguidice, with bids to be publicly opened at the offices of the Authority on September 12, 2024; and

WHEREAS, upon public opening of the bids on September 12, 2024, and careful consideration of the same, the Executive Director, in consultation with Barton & Loguidice, recommends acceptance of the lowest cost bid, which was submitted by Barrett Paving Materials, Inc., in the total amount of \$612,219.75*, with the Work to commence in the Spring of 2025; and

WHEREAS, in order to award a contract for the Work, the Authority will need to authorize a budget amendment to encompass the full anticipated cost of the Work, which shall then be carried forward to the next fiscal year.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby approves the recommendation of the Executive Director to award the Work to Barrett Paving Materials, Inc. in the amount of \$612,219.75, and

FURTHER BE IT

RESOLVED, that the Authority will simultaneously herewith pass an amendment to the 2024-25 budget to increase the budget for the Work on even date, which shall be carried over to the next fiscal year; and

FURTHER BE IT

RESOLVED, that the Authority hereby directs and empowers the Executive Director to execute a contract for the Work with Barrett Paving Materials, Inc. on behalf of the Authority as its proper act and deed, binding the Authority to the terms thereof.

<u>Proposal Received</u>	<u>Base Bid</u>	<u>Additive Bid No.1</u>	<u>Additive Bid No.2</u>	<u>Total</u>
Barret Paving Materials, Inc.	\$267,306.00	\$332,648.25	\$12,265.50	\$612,219.75*
Costello Blacktop Paving, Inc.	\$261,225.50	\$383,392.25	\$14,535.00	\$659,152.75
Powis Contracting, Inc.	\$412,576.00	\$374,248.00	\$29,580.00	\$816,404.00
Rifenburg Construction, Inc.	\$419,115.00	\$497,915.00	\$10,200.00	\$927,230.00
Cunningham Excavation, Inc.	\$446,895.00	\$462,400.00	\$31,110.00	\$940,405.00
JMR Excavation, LLC	\$588,084.20	\$386,701.83	\$34,363.80	\$1,009,149.83

ATTACHMENT 3

RESOLUTION NO. 30

RE: STATE ENVIRONMENTAL QUALITY REVIEW ACT
DETERMINATION FOR THE PARKING FACILITY IMPROVEMENT
PROJECT

The following resolution was moved by Douglas D. Dier, seconded by Barry Ormsvy and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") must review all actions under its consideration prior to acting thereon under the State Environmental Quality Review Act ("SEQR") and the regulations promulgated thereunder; and

WHEREAS, the Authority will undertake a Parking Facility Improvement Project at the Duty Free Store on Wellesley Island as well as at the parking facilities at the Administrative Offices of the Authority in Collins Landing; and

WHEREAS, the Compilation of Codes, Rules and Regulations of the State of New York, 6 NYCRR Section 617.5, sets forth certain actions identified as Type II actions which do not require review under SEQR, including (1) maintenance or repair involving no substantial changes in an existing structure or facility; and (2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part.

NOW, THEREFORE, BE IT RESOLVED THAT the Parking Facility Improvement Project is a "Type II Action" under SEQR pursuant to 6 NYCRR 617.5 (c) (1) and (2), and therefore no further environmental review under SEQR is required or will be undertaken with respect to the project.

ATTACHMENT 4

RESOLUTION NO. 31

**RE: TIBA PARKING FACILITY PARKING LOT IMPROVEMENTS BUDGET
AMENDMENT**

The following resolution was moved by Richard Iglinski, seconded by Natalie Kinloch hand duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") has on even date herewith passed Resolution No. 29, awarding the contract (hereinafter "Contract") for the Parking Lot Improvements Project (the "Project") to Barrett Paving Materials, Inc., for the sum of \$612,219.75 (the "Bid Amount"), and

WHEREAS, the Authority's adopted budget for fiscal year 2024-2025 reflected \$100,000 for the U.S. Toll and U.S. Maintenance parking lot restoration and asphalt replacement project and \$300,000 for the U.S. Ammex Duty Free Store parking lot restoration and asphalt replacement project, and

WHEREAS, the overall Project costs includes \$60,000 for design and construction management services, the Bid Amount referenced above, and Project contingencies, which totals the Project costs to \$407,000 for the U.S. Toll and U.S. Maintenance parking lots and \$327,000 for the U.S. Ammex Duty Free Store parking lots, and

WHEREAS, the Authority desires to amend the fiscal year 2024-2025 budget by increasing the budgeted amount for the overall Project in the amount of \$334,000 to accurately reflect the updated Project costs, and

WHEREAS, the Project will not commence until the Spring of 2025, and therefore the Authority is further desirous of carrying the budget amount for the Project over to the Authority's 2025-2026 budget.

NOW THEREFORE BE IT

RESOLVED, the Authority hereby approves and amends the current adopted budget for fiscal year 2024-2025 by increasing the Project budget in the amount of \$334,000, and

FURTHER BE IT

RESOLVED, that the budgeted amount for the Project, as amended, shall be carried over to the Authority's 2025-2026 budget.

ATTACHMENT 5

RESOLUTION NO. 32

RE: GENERAL INSURANCE PROGRAM ADDITIONAL UMBRELLA INSURANCE

The following resolution was moved by Barry Ormsby, seconded by Douglas D. Dier and duly adopted.

WHEREAS, the Authority on July 26, 2024, approved Resolution No. 19 to accept the Authority's Property & Casualty Insurance renewals with Acrisure, LLC of Garden City, NY for all policies that expired July 1, 2024, and

WHEREAS, the Authority's directors requested that the Executive Director obtain proposals to enhance and increase the Authority's umbrella insurance limits of coverage to a level sufficient to provide an additional \$10,000,000 of overall coverage, and

WHEREAS, the Executive Director obtained proposals (hereinafter "Proposals") for both the 3rd and 4th layers of umbrella insurance coverage from Acrisure, LLC of Garden City, NY and reviewed the Proposals with the Authority's Insurance Consultant, Alterity Group of Amherst, NY, and

WHEREAS, upon review of the Proposals, the Executive Director recommends placing coverage for the 3rd layer of umbrella insurance with Acrisure, LLC at a cost of \$26,592 plus applicable taxes, to be effective September 27, 2024 through July 1, 2025, providing the Authority with \$5,000,000 of additional umbrella coverage, and \$15,000,000 in overall umbrella coverage, and

WHEREAS, upon review of the Proposals for the 4th layer of umbrella coverage, in consultation with the Authority's Insurance Consultant, it is the recommendation of the Executive Director to wait until the renewal for the next fiscal year before obtaining this level of umbrella coverage as quoted premiums were higher than anticipated.

NOW THEREFORE BE IT

RESOLVED, the Authority hereby accepts the proposal from Acrisure, LLC of Garden City, NY to purchase \$5,000,000 in additional umbrella coverage, giving the Authority overall umbrella coverage in the amount of \$15,000,000, at an additional premium cost of \$26,592 plus applicable taxes, to be effective September 27, 2024 through July 1, 2025.

ATTACHMENT 6

RESOLUTION NO. 33

**RE: TIBA APPOINTMENT OF DIRECTOR TO THE THOUSAND ISLANDS
REGIONAL TOURISM DEVELOPMENT CORPORATION**

The following resolution was moved by Douglas D. Dier, seconded by Barry Ormsby and duly adopted.

WHEREAS, by Resolution No. 24, adopted on December 16, 2022, the Authority appointed Jacques E. Pigeon to serve as a director of the Thousand Islands Regional Tourism Development Corporation (hereinafter "Tourism Corporation") for a term of two (2) years ending December 31, 2024, and

WHEREAS, Mr. Pigeon gave written notice under the date of December 1, 2023, of his desire to resign as a Director of the Tourism Corporation effective December 31, 2023, creating a vacancy, and

WHEREAS, a search for a replacement started in early 2024 with a focus on the future member being from Canada with a background in tourism on the Canadian side of the border, and

WHEREAS, Peter Johnston of Mallorytown, Ontario expressed interest in becoming a director of the Tourism Corporation and was interviewed and vetted by management of both the Authority and the Tourism Corporation, and

WHEREAS, Peter Johnston has consented to serve as a Director of the Tourism Corporation effective September 27, 2024 to fill the open vacancy for the remainder of Mr. Pigeon's term ending December 31, 2024.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby appoints Peter Johnston to serve as a Director of the Tourism Corporation for the open vacancy for the period of September 27, 2024 through December 31, 2024, but always subject to the pleasure of the Authority, and

FURTHER BE IT

RESOLVED, the Authority directs the Executive Director to communicate this action to the Tourism Corporation as its proper act and deed.