

Thousand Islands Bridge Authority  
Friday, June 27, 2025, 3:00 P.M.  
American Administration Building

**PRESENT** Bruce Armstrong, Chairman  
Natalie Kinloch, Vice-Chairwoman  
Douglas D. Dier, Assistant Secretary-Treasurer  
Barry Ormsby, Assistant Secretary-Treasurer  
Thye Lee, Assistant Secretary-Treasurer  
Peter Walton, Legal Counsel  
Bill Moulton, Deputy Executive Director  
Patrick Labiendo, Manager, Safety & Security  
Bryan Olson, Manager, Finance & Administration  
Susan Mowers, Manager, Information Technology  
Lohanne Messenger, Senior Accountant/Office Manager  
Dean Garceau, Manager, Boldt Facilities Maintenance &  
Construction  
Keri Jobson, Director, Boldt Facilities Operations  
& Maintenance  
Renee Gill, Confidential Secretary to the Executive Director  
Jill Trickey, Confidential Secretary to the Executive Director

**ALSO** Ryan Piche, County Administrator, Jefferson County  
Dylan Soper, Deputy County Administrator, Jefferson County  
Robert Hagemann, Former County Administrator, Jefferson County  
Philip Reed, Sr., Member, Jefferson County Board of Legislators  
Karen Richards, Chief of Operations, Blue Water Bridge  
Nicole Rondelez  
Denver Taylor

**MEDIA** Pamela McDowell, Thousand Islands Sun

**MINUTES**

The meeting was called to order by Bruce Armstrong, Chairman. Upon motion by Douglas D. Dier, seconded by Barry Ormsby, the minutes of the meeting held on May 30, 2025, were approved as drafted with Thye Lee abstaining due to not being present at the meeting.

## **COMMUNICATIONS**

Mr. Moulton reported that Mr. Sturick, Executive Director, asked to be excused and stated that he would be reporting on his behalf. Mr. Moulton reported that Board Members, Mr. Iglinski and Mr. Storms asked to be excused. Mr. Moulton welcomed the former County Administrator for Jefferson County, Mr. Hagemann. Mr. Moulton welcomed Mr. Piche, Current County Administrator for Jefferson County, and Mr. Soper, Deputy County Administrator for Jefferson County. Mr. Moulton welcomed Mr. Reed, member of the Jefferson County Board of Legislators. Mr. Moulton introduced Ms. Richards, FBCL Chief of Operations at Blue Water Bridge, and asked Ms. Kinloch to introduce Ms. Rondelez and Mr. Taylor. Ms. Kinloch explained that Ms. Rondelez and Mr. Taylor are employees at Blue Water Bridge, and that Ms. Rondelez had won a raffle which granted her the opportunity to job shadow her and to attend the reception at Boldt Castle with her guest, Mr. Taylor, which would be held later that evening.

## **FINANCIAL MATTER**

Financial Statement: Mr. Olson, in reviewing the Financial Statement Balance Sheet (Exhibit A) for the month of May 31, 2025, reported that the Authority's directly held Cash and Investment Obligations, total to date of \$14,835,384 compared to \$13,994,460 for the prior fiscal year representing an increase of \$840,924 or 6.01% above the previous period. Mr. Olson reported Total Facilities to date of \$57,977,131 compared to \$58,883,191 for the prior fiscal year, representing a decrease of \$906,060 or 1.54% below the previous period. Mr. Olson reported Total Assets to date of \$86,166,613, compared to \$88,688,735 for the prior fiscal year, representing a decrease of \$2,522,122 or

2.84% below the previous period. Mr. Olson reported Payables total to date of \$8,203,521 compared to \$9,632,514 for the prior fiscal year, representing a decrease of \$1,428,993 or 14.84% below the previous period. Mr. Olson reported the Provision for Canadian Dollar Conversion total to date of \$73,180 compared to \$137,385 for the prior fiscal year, representing a decrease of \$64,205 or 46.73% below the previous period. Mr. Olson reported Total Statutory Equity stands at \$61,629,219, compared to \$60,118,569 for the previous fiscal year, representing an increase of \$1,510,650 or 2.51% above the previous period.

In reviewing Exhibit B (Net Revenue (Loss) – Bridge, Other Facilities & Programs), Mr. Olson reported Toll Income at \$2,826,185 versus \$2,987,003 for the previous period representing a decrease of \$160,818 or 5.38% below the previous period. Mr. Olson reported total Cost of Operations for Bridge Facilities is recorded at \$2,193,964 versus \$2,031,409 for the previous period representing an increase of \$162,555 or 8.00% above the previous year. Mr. Olson reported total Canadian Dollar Conversion is recorded at (\$145,981) versus (\$3,574) for the previous period representing a decrease of \$142,407 or 3,984.25% below the previous period. Mr. Olson reported total Net Revenue is recorded at \$778,202 versus \$959,168 for the previous period representing a decrease of \$180,966 or 18.87% below the previous year. Mr. Olson reported FBCL's Net Revenue Share is recorded at \$357,640 as compared to \$479,584 for the previous period representing a decrease of \$121,944 or 25.43% below the previous period. Mr. Olson reported TIBA's Net Revenue Bridge Facility through May 31, 2025, is recorded at \$96,394 as compared to \$115,564 for the previous period representing a decrease of \$19,170 or 16.59% below the previous period. Mr. Olson reported the Total Revenue from Other Facilities &

Programs is recorded at \$925,250 compared to \$1,023,357 for the previous period representing a decrease of \$98,107 or 9.59% below the previous period. Mr. Olson reported the Cost of Operations from Other Facilities & Programs is recorded at \$909,027, compared to \$913,008 for the previous period representing a decrease of \$3,981 or 0.44% below the previous period. Mr. Olson reported Total Net Revenue from Other Facilities & Programs year-to-date of \$16,223 as compared to \$110,349 for the prior year, representing a decrease of \$94,126 or 85.30% below the previous year. Mr. Olson reported Net Revenue from all operations (Bridge, Other Facilities & Programs), through May 31, 2025, is \$112,617 compared to \$225,913 for the prior fiscal year, representing a decrease of \$113,296 or 50.15% below 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 \$777,840 compared to \$928,450 for the prior fiscal year, representing a decrease of \$150,610 or 16.22% below the previous fiscal year. Mr. Olson reported Bridge Facilities Use of Funds year-to-date total of \$282,643, compared to \$84,926 for the previous year representing an increase of \$197,717 or 232.81% above the previous fiscal year. Mr. Olson reported Use of Funds for Other Facilities & Programs year-to-date total \$224,706 compared to \$123,479 representing an increase of \$101,227 or 81.98% above the previous fiscal year. Mr. Olson reported Total Use of Funds year-to-date total \$507,348 compared to \$208,404 for the prior year, representing an increase of \$298,944 or 143.44% above the previous year. In terms of Increase in Operating Cash and Other Net Current Assets, the current year-to-date amount stands at \$270,492

compared to \$720,046 for the prior fiscal year, representing a decrease of \$449,554 or 62.43% below the previous year.

Mr. Olson's reviewed Exhibit D (Shared Special Maintenance Project Expenses) for May 31, 2025, reported \$8,793 for the month and year to date expenses totaling \$8,793.

In reviewing Exhibit E (Budget vs. Actual – Bridge, Other Facilities & Programs), Mr. Olson compared the YTD Budget to YTD Actual results, noting key variances from budgeted expectations. Overall, the Net – Bridge, Other Facilities & Programs reported a negative variance of \$91,683 over the YTD budget.

Financial Statements: Upon Mr. Olson's presentation of the financial statements for the month of May 31, 2025, a motion to accept the financial report was moved by Barry Ormsby, seconded by Natalie Kinloch and duly accepted.

Capital Projects Obligation Report: Mr. Olson reviewed the report dated May 31, 2025, noting the Total TIBA•FBCL Projects Budget is \$200,000, with the obligated amount being \$8,793 and incurred to-date of \$8,793 and a balance due of \$8,793. Mr. Olson reported Total TIBA Projects Budget is \$1,176,000, with the obligated amount being \$282,643 and incurred to date of \$282,643 and a balance due of zero. Mr. Olson reported Total Bridge-Facilities Projects Budget is \$1,376,000, with the obligated amount being \$291,436, incurred to date of \$291,436 and a balance due of \$8,793. Mr. Olson reported Total Boldt Facilities Projects budget is \$1,114,000 with the obligated amount being \$221,102 and incurred to-date of \$221,102 and a balance due of \$103,142. Mr. Olson reported Other Capital Budget is \$580,000, with the obligated amount being \$3,604 and incurred to date of \$3,604 and a balance

due of \$1,300. Total appropriations for Capital Programs for Bridge and Other Facilities & Programs for FY 2025-2026 is \$3,070,000 with the current obligated amount being \$516,142 and incurred to-date of \$516,142 and a balance due of \$113,235.

Investment Report: Mr. Olson reviewed the Investment & Fund Report dated May 31, 2025, in detail noting investments totaling \$14,835,384 with an average interest rate of 3.04% versus 4.14% in 2024. 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 \$5,223,336. 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.12:** Mr. Moulton read the following resolution which was moved Thye Lee, seconded by Douglas D. Dier and duly adopted.

### **SEE ATTACHMENT 1**

#### Bridge Facility Vehicle Traffic & Revenue Comparison:

##### 31 Days of May (FY2025/2026 Compared to FY2024/2025)

		<u>FY2025/2026</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY25-26	Total Vehicles	140,600	-	(32,133)	-	(18.6%)
	Total Revenue	\$976,286	-	(\$88,057)	-	(8.3%)

##### 3 Months March/May (FY2025/2026 Compared to FY2024/2025)

		<u>FY2025/2026</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY25-26	Total Vehicles	372,288	-	(89,674)	-	(19.4%)
	Total Revenue	\$2,841,020	-	(\$195,053)	-	(6.4%)

14 Days June (FY2025/2026 Compared to FY2024/2025)

		<u>FY2025/2026</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY25-26	Total Vehicles	69,495	-	(12,581)	-	(15.3%)
	Total Revenue	\$466,707	-	(\$33,326)	-	(6.7%)

Mr. Moulton reviewed the Bridge and Tunnel Operators Association (BTOA) Traffic Report for YTD May 2025 and May 2024. Mr. Moulton reported total crossings for YTD May 2025 and May 2024 were 570,868 compared to 679,978 the previous period YTD representing a decrease of 109,110 or 16.05% below the previous period. Mr. Moulton pointed out the similar decrease in traffic at most bridges listed and stated that although there is a decrease in vehicle crossings, there was an increase in commercial revenue last month due to the recent toll increase and a rise in escorted vehicles crossing the bridge.

Boldt Facilities Admissions, Concessions and Gift Store Comparison:Twenty (20) Operating Days of May (FY 25-26 Compared to Twenty-One (21) days in FY 24-25)

Total Admissions	10,244	-	(2,468)	-	(19.4%)
Total Revenue	\$113,725	-	(\$33,091)	-	(22.5%)

Fourteen (14) Days of June (FY 25-26 Compared to FY 24-25)

Total Admissions	10,513	-	(1,633)	-	(13.4%)
Total Revenue	\$96,086	-	(\$14,696)	-	(13.3%)

Food Concession/Revenue Reports:Twenty (20) Operating Days of May (FY 25-26 Compared to Twenty-One (21) Operating Days in FY 24-25)

Total Revenue	\$16,820	-	(\$1,769)	-	(9.5%)
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Fourteen (14) Days of June (FY 25-26 Compared to FY 24-25)

Total Revenue	\$21,832	-	\$3,233	-	17.4%
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### Gift Concession/Revenue Reports:

#### Twenty (20) Operating Days of May (FY 25-26 Compared to Twenty-One (21) Operating Days in FY 24-25)

Total Revenue	\$51,866	-	(\$15,784)	-	(23.3%)
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#### Fourteen (14) Days of June (FY 25-26 Compared to FY 24-25)

Total Revenue	\$53,815	-	(\$9,136)	-	(14.5%)
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Ms. Jobson reviewed the Boldt Facility Admissions and Revenue Comparison and stated that the facilities for fiscal year 2024-2025 were open for twenty-one (21) days compared to twenty (20) days for fiscal year 2025-2026. Ms. Jobson pointed out that although admission numbers were down, there was an increase in concessions revenue which she attributed to menu changes and the addition of meal combo options. Ms. Kinloch acknowledged a recent article that was published about Boldt Castle being illuminated red in observance of Canada Day on July 1, 2025, and gave her thanks to TIBA for the meaningful gesture and showcase of international collaboration.

## **PROJECT REPORTS**

### **Bridge Facilities**

#### Operations and Maintenance Activities

Mr. Moulton reported that the summer season started on April 28, 2025, and that much of the following sixteen (16) weeks, the seasonal bridge maintenance staff will be performing work for the annual Bridge Painting Program. Mr. Moulton reported that the Parking Facility Parking Lot Improvement Project is now complete except for a few minor items which were addressed after a recent walk through with Barton & Loguidice, D.P.C. of Syracuse, New York. Mr. Moulton reported that the parking lots near the U.S.



administrative buildings and the AMMEX Duty Free Store were substantially completed ahead of schedule by Barret Paving Inc., even with the additional curb work that was requested after the start of the project. Mr. Moulton stated that staff have been working on final details of the contract with Cold Springs Construction of Akron, New York, regarding their proposal for the U.S. Crossing Electrical Repairs and Upgrade Project. Mr. Moulton stated that the completion of work for this project is expected to be in the late summer or early fall of 2025. Mr. Moulton reported that the contract with Blackstone Electric of Dexter, New York, has been finalized for the Landscape Facility Electrical Repairs and Upgrade Project, however, the installation of the upgraded electrical service for the Landscape Facility will not be done until late summer because of a lack of materials needed for the project. Mr. Moulton reported that the Window Replacement Project for the Administrative Offices and the AMMEX Duty Free Entrance Repair Project may be temporarily put on hold for budget purposes and the decrease in traffic revenue. Mr. Moulton reported that the suspender cable replacement has been received and that the replacement of the cable will likely occur in the fall of 2025 when Parsons Transportation Group, of New York, New York, is on-site.

#### Safety & Security

Mr. Labiendo reported that on the U.S. side there was one (1) new injury in the past month with two (2) open claims. Mr. Labiendo reported due to the high heat index forecast and advisories this week, he emailed a memo out to TIBA staff reminding them of the dangers of heat stress. Mr. Labiendo reported that no heat-related incidents were reported during the week. Mr. Labiendo reported that he has ordered and received two (2) new AED's this month, and

that the one (1) remaining older model AED unit will be replaced next year. Mr. Labiendo reported that on June 25, 2025, several local law enforcement officials met in the TIBA board room to discuss a potential “Elbows up for Canada” protest, which is being advertised as taking place on Wellesley Island on July 5, 2025. The meeting was held to prepare for any possible traffic disruptions, and to share intel and contact information among officers. Mr. Labiendo reported that the previous day on June 26, 2025, a security audit was performed, which has been made available because of a Port Security Resiliency Assessment Grant through the U.S. Coast Guard. Mr. Labiendo stated that the full report is due back with its findings within the next three (3) months.

## **Other Facilities and Programs**

### Boldt Facilities

Ms. Jobson reported that the Annual AUSA Riverfest was held on Thursday, June 12, 2025, which resulted in approximately 1,900 soldiers and their families visiting the Boldt Facilities. Ms. Jobson mentioned again that Boldt Castle would be illuminated in red using a colored film over the yard lights on July 1, 2025, in observance of Canada Day. Ms. Jobson reported that an article highlighting the castle illumination, which was written by Corey Fram, Director of Tourism at the Thousand Islands Regional Tourism Council, was well received and widely publicized. Ms. Jobson discussed Canadian visitation to Boldt Castle for the year and stated that Rockport Cruises has brought roughly five-hundred and thirty-six (536) passengers to date, and that City Cruises Gananoque has brought approximately three-thousand one hundred (3,100) passengers, even though the City Cruises boat line has moved

to only bringing one tour a day for the 2025 Season, as opposed to two (2) as in years past. Ms. Jobson reported that thirty-nine (39) weddings are scheduled for the 2025 operating season and ten (10) are scheduled for the 2026 operating season. Mr. Garceau reported that the Riverside Overlook Project at Boldt Castle is about seventy-five (75) percent complete and includes repairs to the stag statue and chimney caps. Mr. Garceau reported that representatives from Tri-City Scaffolding Co., Inc. have restaged the scaffolding in order to access areas below the overlook deck where additional repairs that were suggested by Lupini Construction Inc. of Utica, New York, are currently being completed. Mr. Garceau reported that representatives from Bell & Spina Architects-Engineers, P.C. of Syracuse, New York, were on-site at the Boldt Yacht House on June 10, 2025, and that a drone was used which assisted in obtaining accurate measurements and will be used to create renderings for the upcoming Boldt Yacht House Roof Project. Mr. Garceau reported that the Alster Tower Stairway and Landing Project is underway and that all landings have been supported and reconstructed. Mr. Garceau also noted that the ceilings and walls have been framed, and that Heartwood Carving of Eugene, Oregon, will be duplicating the spindles and some bead moldings for the project. Mr. Garceau reported that general maintenance at Boldt Castle and the Boldt Yacht House continues, and that the grounds staff continue to plant and care for the flower beds and keep the lawns mowed and trimmed at the Boldt Facilities.

## **OTHER MATTERS**

Mr. Olson reported that he has been working with the Authority's insurance broker and consultant on the insurance renewals for the July 1, 2025,

renewal period. Mr. Olson reported that the incumbent property carrier has given TIBA a thirty (30) day extension until a decision is made about coverage options. Mr. Olson reviewed details from a call that was made with TIBA's insurance consultant, Alterity Group of Williamsville, New York, which outlined options for coverage, and reported that a proposed resolution for the property & casualty insurance will likely be available for approval at the next board meeting on July 17, 2025. Mr. Olson discussed the option to increase the current umbrella policy limits from Fifteen (15) Million dollars to Twenty (20) Million dollars, which would result in an estimated increase to the umbrella policy premium of \$23,700. Mr. Dier reported that the "Bridge the Gap" walk has been scheduled for September 14, 2025, and that all proceeds from the event will go towards compassionate care for local cancer patients. Mr. Dier offered his thanks to TIBA and their employees for their assistance in facilitating the event. With no other business, a motion to adjourn the meeting was made by Thye Lee, seconded by Barry Ormsby and unanimously carried.

#### **NEXT AUTHORITY MEETING**

By unanimous consent, the place of the next Authority meeting was set for Thursday, July 17, 2025, at 10:30 a.m. at the American Administration Building.

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Secretary

**RESOLUTION NO. 12****RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS  
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS**

The following resolution was moved by Thye Lee, seconded by Douglas D. Dier 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 May 30, 2025, were available and reviewed by the Authority during the meeting held on June 27, 2025 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
06/03/25	3552	36783-36800 - US / C11417-C11421 - CD	\$ 167,578.86
06/10/25	3553	36801-36819 - US / C11422-C11434 - CD	75,948.12
06/17/25	3554	36820 -36836 - US / C11435-C11441 - CD	100,670.11
06/24/25	3555	36837-36856 - US / C11442-C11448 - CD	<u>113,054.85</u>
			<u>\$ 457,251.94</u>

**NOTE:** U.S. check #36692 was voided and replaced with U.S. check #36791. The original check was lost in the mail.

U.S. checks #36770 and #36790 were voided and replaced with U.S. checks #36844 and #36845. The vendor now requires separate accounts for service calls, and retail store products.

CDN check #11326 was voided and replaced with CDN check #11448. The original check was lost in the mail.

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 June 27, 2025 (viz):

	<u>Amount</u>
American Crane & Equipment Corp. - Annual Inspection - U.S. & Canadian Traveler System	\$ 15,591.70
Action Printwear - Staff Uniforms - General Maintenance	1,359.30
Barrett Paving Materials, Inc. - Progress Payment #1 - TIBA Parking Facility Parking Lot Improvements	642,665.26
Barton & Loguidice, D.P.C. - Professional Services for May 2025	
- TIBA Parking Facility Parking Lot Improvements	4,310.96
CDWG - WhatsUp Gold Enterprise Plus Annual Subscription	4,994.96
Clayton Island Tours - Boat Tour / Cruise to Boldt Castle - E-ZPass Group	3,025.00
DRCS LLC	
- Annual BitDefender Renewal	6,897.80
- Annual Maintenance Renewal - Graphics Printer	3,788.10

**ATTACHMENT 1**

06/27/2025

Griffin Greenhouse Supplies Inc. - Greenhouse Supplies - 2025 Season	1,070.11	
Hazlewood Mechanicals, Inc. - Compressor Replacement - Boldt Castle Concessions	3,233.96	
Lupini Construction, LLC - Masonry Restoration Project - Boldt Castle	103,141.88	
R&R Industries, Inc. - TIBA Safety Vests and Shirts	2,202.50	
Thousand Islands Regional Tourism Development Corporation - 2025 Partner Marketing Campaign - Level 1 Four Seasons Partner	12,000.00	
TransCore - Annual Canadian Data Domain Renewal - Toll Collection System	5,740.00	
White Cap - Two (2) Novateck Pneumatic Vacuums & Twenty (20) Filters - U.S. Paint Program	6,572.56	
GAL Power - Preventative Maintenance - Canadian Toll & CBSA Generator	5,847.75	CD
GFL Environmental - Disposal of Paint Chips & Solvent - 2025 Bridge Painting Program	3,408.08	CD
Secureway - Install Two (2) Lock Bodies on Office Doors - CBSA	1,684.72	CD
Sherwin Williams - Paint for CBSA	1,123.99	CD
	<u>\$ 828,658.63</u>	

WHEREAS, the Deputy 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. 3552 through No. 3555 as set forth herein, totaling \$457,251.94, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$828,658.63.