

MINUTES
ALBANY PARKING AUTHORITY MEETING
March 30, 2006

Chairman Kevin O'Connor called the meeting of the Board of Directors in the Authority office at 655 Broadway to order at 8:58 am. Other Board Members in attendance were James Linnan, Christine Sisto-Mertes, William Pettit III, and Christine Miles. Also present was Executive Director Michael Klein; John Reilly, Corporation Counsel; Jim Marcello of the Albany Police Department, Bill Trudeau of Traffic Engineering, and Denis Nally (photographer).

Photographs of the Board were taken prior to the Board being called to order and will be included in the Annual Report.

Approved minutes of the March 02, 2006 meeting: motion by Chris Sisto-Mertes, second Jim Linnan; passed 5-0.

Financial statements for February were reviewed. Mr. Klein reported satisfactory budget performance with revenue of \$974,798 or 16.27 percent of budget, and expense of \$968,675 or 17.09 percent of budget – note that with February as a short month 16.16 percent of the year had elapsed. Expenses included payments to debt service of \$578,347 or 31.69 percent of budget. There were no extraordinary expenses incurred during February.

The Executive Director provided a written report to identify the current status of the APA – details follow:

Finances - revenue on track; audit complete; monthly customer-count stabilizing

Staff - all positions full; reorganized maintenance unit under Sean Palladino; Rick and Linda attended hiring seminar for better applicant screening/selection process

Facilities - Desman condition survey field work completed; lab work and report in process; first round meetings completed with stakeholders at Quackenbush lot – plans in progress; met with Albany Public Library staff to discuss building renovation and garage option; met with stakeholders to move WAMC project forward

Meters - more investigation of multi space meters – met with President of Duncan Industries; CashKey issuance and use increasing – recharging stations possible for May; coordinating changes with upper Madison at ALDC and businesses request

Computerization - selected Chameleon bid based on price and experience; Ebusiness application for monthly garage customer service top priority; have requested data dictionary from Nitoc for long-term use

Marketing - garage banners delayed – revised delivery during April; record Press Releases and coverage - CashKey expansions, H/C Blue Hoods, meter expansion; developing graphic elements to complement web site development

Utilities - lighting work proposal pending; National Grid (NIMO) completed backup to Quackenbush; costs up

Legal - increasing time on Public Authorities Reform Legislation impact

Interagency Coordination - ACCVB – regular & ongoing; APD – regular & ongoing; ALDC – more involvement this month;

BIDs – regular & ongoing; CDTA – higher level of contact this month; Common Council – light month; DOT – increasing contact; possible Central Avenue resolution on the horizon; Mayor's Office – light month; OGS – higher level of contact this month; Palace Theatre – light month; Special Events – quiet of late

Bollam, Sheedy, Torani & Co, LLP conducted an Independent Audit covering the years ending December 31, 2005 and 2004, and copies of the audit were provided to all Board members.

There was discussion about introduction of multi-space meters, and concerns were raised about aesthetics. Follow up with Historic Resources Commission (Rich Nicholson) and the Board and Mayor Jennings was recommended. There was a motion to proceed with two meters for the Quackenbush lot plus two reloading stations (locations to be announced) for CashKeys; first Jim Linnan, second Chris Miles; passed 5-0.

APA involvement in the design, construction, and management of two parking lots owned by WAMC was discussed, and limited authority to negotiate was provided to Michael Klein with the understanding that any agreement would be brought back to the Board for final approval. Motion by Jim Linnan, second by Chris Sisto-Mertes; passed 5-0.

Jim Linnan moved to hire Don Monahan (\$8K or less) to refine garage lighting plans, second Chris Miles; passed 5-0.

The Board went into Executive Session from 9:56 to 10:50 to discuss the Executive Director's compensation for 2006.

The meeting adjourned at 10:50 am.