

MINUTES
ALBANY PARKING AUTHORITY MEETING
February 1, 2008

Chairman Kevin O'Connor called the meeting of the Board of Directors to order at 8:41 am in the Authority office at 655 Broadway. Other Board Members in attendance were Christine Sisto-Mertes and William Pettit III. Also present was Executive Director Michael Klein, Jim Linnan and Seth Schraier, APA Counsel, and Aaron Flanger and Bill Trudeau, Albany Police Department.

Approved minutes of the November 29, 2007 meeting: motion Chris Sisto Mertes, second Bill Pettit; passed 3-0.

As of December 31, 2007, revenue totaled \$6,523,105 and this was 107.36 percent of budget (104.89% without the CDTA funding for the WAMC lots). Expense was \$6,282,050 or 98.49 percent of budget; this included a debt service principle and interest payment of \$2,393,778 and this was 100.09 percent of budget. There were no extraordinary expenses, although it is noteworthy that the APA funded \$1.065M of facility investment (lighting project, garage renovations, and WAMC lot creation) out of operating. These figures are unaudited, and audited figures will be provided as soon as they are available (typically at the April Board meeting).

The Executive Director provided a written report with the current status of the APA – summary follows:

Finances: Fiscal 2007 exceeded budget plan

Staff: NY Wired training Internet access solution pending – DSL and gear may be installed late February; Merit based pay system implemented; Monthly management meeting focused on winter preparations, vehicle maintenance, and safety

Economic Development: Three major development possibilities under review resulting in eight meetings; Financing pro-forma developed with sensitivity analysis relative to occupancy and rates

Facilities: WAMC project construction essentially complete; Lighting project at Columbia and Green-Hudson essentially complete; Planning summer 2008 garage renovation project – anticipate NRS performing work as per contract; Met with Amano-McGann staff to plan and improve operations through hardware and software revenue control equipment replacement and upgrades; Central lot light replacement completed by National Grid and readings taken – follow up needs identified via DGS to National Grid

Meters: Central Avenue, Quackenbush, and WAMC lots ready to open pending early February meeting; Reviewing pay by cell phone technology; December snow emergencies reduced collections

Marketing: Third annual NYSPA Wellness Fair participation – CashKeys are a hit; WAMC promotional package in process; Quackenbush garage signage package pending packet completion and board input; Garage advertising with Marquis Media still pending

Legal: Public Authority Act continues to demand time – submitted budget via PARIS system; Pumpstation Quackenbush lot use contract in process; Meter MOU Addendum in process

Interagency Coordination: ACCA – low; ACCVB – moderate; APD – moderate; ALDC – high; BIDs – high; CDTA – high; City Hall – moderate; Common Council – minimal; DOT – minimal; OGS – minimal; Palace Theatre – minimal; Special Events – minimal

Discussion ensued regarding several matters. In the interest of transparency and full disclosure, Chairman O'Connor identified that NYWired is buying DSL gear and related materials from Tech Valley Communications (TVC), and it was clarified that the APA is not buying these materials from TVC. Relating to the opening of the Central Avenue, WAMC, and Quackenbush lots, direction was given by the Board to first meet with Mayor Jennings and Chief Tuffey to discuss and seek agreement on an opening date. Klein was also asked to coordinate a meeting with David Kidera to discuss the possibility of the APA being a "model agency" in terms of compliance with the Public Authority Accountability Act.

On the topic of Strategic Planning, it was agreed that the following seven areas would be a focus for 2008 and beyond: Evaluate performance of "multi-space" parking meters as compared to single space meters and consider use of a WI-FI platform; Investigate pay by cell phone technology as a premium platform for meter payment; Renovate Green-Hudson and Columbia garages (year 3 of a 5 year plan) and evaluate/fine tune new lighting systems implemented in 2007; Seek to improve residential parking; Expand web based information and services to help people locate parking and make purchases via credit card; Provide the public with more information on the inner workings of the Albany Parking Authority in a transparent manner via our website; Pursue involvement in city development projects

Consistent with the recommendations of the Governance and Nominating Committee, Resolution 2008-2-01, Election of Officers was approved: motion Chris Sisto Mertes, second Bill Pettit; passed 3-0.

Also based on the recommendations of the Audit Committee, Resolution 2008-2-02, Ratification of the 2008 Final Budget was approved: motion Bill Pettit, second Chris Sisto Mertes; passed 3-0.

The Executive Session was deferred to a future meeting and the meeting adjourned at 10:05 am.