

**MINUTES**  
**ALBANY PARKING AUTHORITY MEETING**  
**November 29, 2007**

Chairman Kevin O'Connor called the meeting of the Board of Directors to order at 8:38 am in the Authority office at 655 Broadway. Other Board Members in attendance were Christine Sisto-Mertes, William Pettit III, and Margaret DiGiulio. Also present was Executive Director Michael Klein, Jim Linnan, APA Counsel, and Aaron Flanger, Albany Police Department. Todd Helmer of Timothy Haahs and Associates also attended as an invited speaker.

Approved minutes of the October 31, 2007 meeting: motion Bill Pettit, second Margaret DiGiulio; passed 4-0.

At October's close, 83.33% through the year, revenue totaled \$5,352,049 and this was 88.08 percent of budget. Expense was \$5,367,958 or 84.16 percent of budget; this included a debt service principle and interest payment of \$2,391,518 and this was 100.09 percent of budget. There were no extraordinary expenses.

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

- Finances: Exceeding expectations
- Staff: NY Wired training Internet access solution pending; Monthly management meeting focused on winter preparations
- Economic Development: Howard garage study version 2 received from Tim Haahs and Associates; Three major development possibilities under review
- Facilities: WAMC project construction about 90% complete; Lighting project at Columbia about 80 % complete; Central lot light replacement 80% completed by National Grid and readings taken – follow up needs identified via DGS to National Grid; Several meetings and discussions with Convention Center, Desman, Omni, and key stakeholders – Green-Hudson to be kept whole and possibly expanded by one vertical level; Summer renovation punch list work completed
- Meters: Central Avenue lot opening pending light and cleanliness details; Quackenbush multi-space meters technology complete; Reviewing pay by cell phone opportunity choices
- Marketing: Community meeting regarding Central Avenue lots went well; Draft media release for opening of Central lots being circulated for input; 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; Pumpstation Quackenbush lot use contract in progress
- Interagency Coordination: ACCA – high; ACCVB – moderate; APD – moderate; ALDC – high; BIDs – high; CDTA – high; City Hall – moderate; Common Council – minimal; DOT – moderate; OGS – moderate; Palace Theatre – minimal; Special Events – minimal

Todd Helmer of Timothy Haahs and Associates presented a conceptual plan with data points regarding the Howard Street garage concept/feasibility study. A detailed handout was provided, with the Executive Director to follow up with BBL. After getting input from BBL additional meetings with stakeholders are anticipated.

The Board next considered a modification to the bylaws to allow reasonable flexibility in the timing of the annual meeting each January.

Extensive discussion regarding the final 2008 budget followed, and the Board gave direction to adopt a merit pay system rather than cost of living increases, fine tune revenue and expense projections, and create a new methodology for the PSO payroll expense budget that would link meter revenue with PSO expense - including allocation of funds for PSO operating expenses such as uniforms and winter gear. It was determined that there would be a special meeting of the APA Audit Committee December 7<sup>th</sup> to review and consider a revised final 2008 budget.

The following resolutions were considered:

Bylaw modification - Resolution 2007-11-01; motion by Bill Pettit, second Margaret DiGiulio; passed 3-0  
Final 2008 Budget - Resolution 2007-11-02; not adopted

The meeting adjourned at 10:05 am.