

MINUTES
ALBANY PARKING AUTHORITY MEETING
February 12, 2016

The meeting of the Board of Directors was called to order at 8:35 AM, Friday, February 12, 2016 at the APA offices. Board members in attendance were Kevin O'Connor, Jeff Sperry, Chris Burke, William Pettit III and Beth Lacey. Also present was Interim Executive Director Hal King, Finance Director Linda Shell, Albany Mayoral Chief of Staff Matthew Peter and Joseph Wolodkevich of Intelligent Technology Solutions, Inc.

At 8:35 AM, a motion to enter into executive session was made by William Pettit, III, seconded by Beth Lacey to discuss the employment history of certain individuals and the Board entered into executive session. The Board left executive session at 9:10 AM and returned to regular/open session. During the executive session, the Board unanimously approved a revised position description for the APA Executive Director. No other actions were taken during executive session.

Accepted minutes of December 3, 2015 Board meeting: motion Sperry, second Burke; passed 5-0.

A presentation was made on the mural project for the Quackenbush garage by Tony Iadicicco, director of Albany Center Gallery. The Board discussed the proposed artwork and asked Mr. Iadicicco to review and consider other subjects for the mural that may better integrate with directions being taken by the City and DBID.

Based on a previous Board request, a presentation was made on the security of the wireless "bridge" between the Riverfront and Quackenbush garages by Joseph Wolodkevich of Intelligent Technology Solutions. Mr. Wolodkevich explained the extreme difficulty to break the encryption of the bridge and that the resulting data would still have the original encryption provided by the TIBA equipment.

At this point, Mr. King informed the Board of costs to upgrade current credit card security provided by the CALE multi-space meters. There was also discussion of moving from pay-and-display to pay-by-plate or pay-by-space as part of an overall upgrade to the City's current parking enforcement package.

The Board then discussed the December financial reports. As of this report, with 2015 completed, revenue totaled \$6,695,971 or 87.55% of budget. Expense was \$6,611,858, or 92.91% of budget; this included a debt service principle and interest payment of \$2,359,266 and this was 100% of budget.

Governance Committee:

The Board convened as the Governance Committee to discuss:

1. APA Procurement Policy;
2. APA Mission Statement and Performance Measurements; and
3. APA Officer Slate for 2016.

The Governance Committee unanimously approved that it was recommended that the Board approve #1 and #2, and that the following Officers would be nominated for Officer positions:

Vice Chairman: Jeffrey Sperry
Secretary: Beth Lacey
Treasurer: Chris Burke
Asst. Sec/Treas.: William Pettit III

It was noted the Chairperson, by law, is appointed directly the Mayor.

Board Meeting:

On recommendation from the APA Governance Committee, the Board reviewed/approved the following:

1. APA Procurement Policy: The Board reviewed, and noted that in accordance with its enabling legislation, the APA follows the procurement procedures of the City of Albany. Following the Board review/discussion, the APA Procurement Policy was unanimously approved by the Board (Motion by Lacey, Second by Pettit).
2. APA Mission Statement and Performance Measurements: the Board reviewed and discussed the mission statement and performance measurements/goals of the APA, which was last reviewed/approved by the Board in March 2015. Following the Board review/discussion, the APA Mission Statement and Performance Measurements were unanimously approved by the Board (Motion by Burke, Second by Sperry).

Additionally, the Board accepted the recommendation of the Governance Committee concerning Resolution 2016-01-01: Annual Election of Officers. The Officer slate was accepted: (Motion by Burke, Second by Sperry) and passed unanimously.

The Board discussed the position of APA Executive Director, as contained within Resolution 2016-01-02. Following a motion by Mr. Pettit, second by Ms. Lacey, the resolution was unanimously approved.

Discussion then moved to possible expansion of the Green/Hudson and Riverfront garages. Mr. King noted the costs for evaluations of the garages by Desman Associates would cost approximately \$9,500 per facility. Mr. King was requested to move forward with the evaluations of the garages.

There being no further business, the meeting adjourned at 10:08 AM.