

MINUTES
ALBANY PARKING AUTHORITY MEETING
March 10, 2016

1. Call to Order.

The meeting of the Board of Directors was called to order at 8:35 AM, Thursday, March 10, 2016 at the APA offices. Board members in attendance were Kevin O'Connor, Chris Burke, William Pettit III and Beth Lacey. Jeff Sperry was excused. Also present was Executive Director Matthew Peter, Associate Director Hal King, Finance Director Linda Shell, and APA legal counsel Thomas Owens.

2. Acceptance of minutes of Friday, February 12, 2016.

Following review/discussion of the February Board minutes, a motion was made to accept the minutes of February 12, 2016 Board meeting: motion Burke, second Lacey; passed 4-0.

3. January Financial Reports (unaudited).

The Board discussed the January financial reports. As of this report, with 8.33% of the year completed, revenue totaled \$632,679 and this was 8.66% of budget. Expense was \$826,360, or 11.56% of budget; this included a debt service principle and interest payment of \$355,478 and this was 15.21% of budget.

4. Communications.

Executive Director Peter discussed activities undertaken. This included the following:

1. Facilities tour was undertaken by Executive Director Peter and Associate Director Hal King
2. An introductory meeting was held between Executive Director Peter and the three Business Improvement Districts' Executive Directors outlining their goals and ways APA can assist.
3. A meeting to review best labor practices has been set up for Executive Director Peter, Associate Director Hal King and Outside Labor Counsel Elayne Gold.
4. Executive Director Peter met with Tony Iadicicco, Jeff Mirel and the artist commissioned to complete the artwork on the Quackenbush Garage to address the concerns of the Authority while also establishing the goals of the project. Follow up will be occurring during the week of 3/14/16.
5. Executive Director Peter will be engaged in ride alongs with the PSO/TSA's through the week of 3/14/16
6. Executive Director Peter and Associate Director Hal King are working with the City Clerk and City Treasurer on the RFP for the next generation of enforcement software and supporting equipment.

5. New Business.

A. Amendments to 2016 Budget

The Board reviewed amendments to the 2016 budget for enforcement costs and wages/benefits. Amendments were passed on a motion by Pettit, second by Burke; passed 4-0.

B. Standard Work Day Resolution for Employees (for Employee Retirement System)

The Standard Work Day Resolution for Employees was passed on a motion by Burke, second by Pettit; passed 4-0.

C. PARCs RFP Inquiry from Locomobi

The Board discussed the recent inquiry from Access Technology Integration (ATI), the local representative for Locomobi, and an unsuccessful bidder during the PARCs RFP in 2014/15. ATI had requested copies of the bid documents related to the PARCS procurement. After receiving the requested copies, the CEO of Locomobi, Grant Furlane, questioned the validity of the APA procurement process via email. During February, the Chair and counsel met with the Executive and Associate Directors to review the PARCs RFP process, including a review of the APA Procurement Guidelines, selection criteria, and evaluation process and concluded that the APA had acted reasonably, and in accordance with the publicly issued RFP/competitive process.

6. Unfinished Business.

None.

7. Executive Session.

At 10:00 AM, a motion to enter into executive session was made by Pettit, second by Lacey to discuss the employment history of certain individuals, passed 4-0, and the Board entered into executive session. The Board left executive session at 10:25 AM. No actions were taken during executive session.

8. Adjournment.

There being no further business, the meeting adjourned at 10:25 AM.