

MINUTES
ALBANY PARKING AUTHORITY MEETING
March 22, 2024

1. Call to Order.

The meeting of the Board of Directors was called to order at 8:34am, Friday, March 22, 2024, at the APA offices. Board members in attendance were Board Chairman, Jeff Sperry, Bill Pettit, Jordine Jones and Jennifer Ceponis. Vice Chairman, Christopher Burke, was excused. Present were Acting Executive Director, Sean Palladino, Chief Budget Manager, Dariah Duncan, Senior Manager of Marketing, Kevin McClintock, General Counsel, Allan O'Brien, Legal Counsel, Thomas Owens, and Special Assistant, Stephanie Wright.

2. Acceptance of Minutes of February 29, 2024.

Following review/discussion, a motion was made to accept the minutes of the February 29th Board meeting by Jordine Jones, seconded by Bill Pettit; passed 4-0.

3. Audit Committee Session.

A motion to enter into the Audit Committee was made at 8:36am by Jennifer Ceponis, seconded by Bill Pettit and passed unanimously. After the review/discussion and acceptance of the minutes from the October 20, 2023 Audit Committee Meeting, the Committee received a presentation of the Authority's FY 2023 audited draft financial statements by Jonathan Gibbs from BST & Co. CPAs, LLP. Following review/discussion of the FY 2023 audited financial statements, Acting Executive Director, Sean Palladino, along with General Counsel, Allan O'Brien, reviewed with the Audit Committee the 2023 Annual, Procurement, Audit and Investment Reports. The Committee provided a unanimous positive recommendation to the Board for approval of the FY 2023 Audited Financial Statement and the 2023 Annual/Procurement/Audit/Investment Reports. The Audit Committee session adjourned at 9:05am and returned to open meeting.

4. Resolution Approving 2023 Annual Report and Independent Audit (Resolution 2024-03-01).

A motion was made to approve the FY 2023 Audited Financial Statements, Annual, Procurement, Audit and Investment Reports, and authorize its filing of the PARIS report to the ABO, in compliance with Public Authorities Law by Jordine Jones, seconded by Bill Pettit and passed unanimously, approving Resolution 2024-03-01.

5. Review of Financials.

Acting Executive Director, Sean Palladino, presented the Board with the February 2024 financial review. As of this report, February's net income totaled over \$247,000 for the month, which far exceeded expectations due to receipt of an ARPA reimbursement from the city of \$173,000. February parking revenues continue to perform well and were above expectations for the month. The Authority's revenue history and key numbers were reviewed with the Board.

6. Enforcement Numbers.

Acting Executive Director, Sean Palladino, reviewed YTD enforcement numbers.

7. Communications.

None.

8. New Business.

Acting Executive Director, Sean Palladino, updated the Board on the following RFPs and Projects:

- i. Website Re-Design: The new website will be going live on March 26th.
- ii. Downtown BID Wayfinding Sign Installation: The RFP has been issued and proposals are due mid-April.
- iii. Installation and Enhancement of Lighting and Cameras in Lots: Currently waiting on National Grid to energize lots. Project completion is expected in April.
- iv. Repair and Preventative Maintenance: The scope includes a 3-year repair schedule and, in addition to, will also include a new reversible lane at Green Hudson Garage as well as green infrastructure alongside of the garage. Proposals were received, reviewed and scored by both APA staff and APA engineers O&S. Due to the volume of scope for the project, quality of work was strongly looked at in addition to cost. It is the Authority's recommendation to award the contract to VRAM. A motion was made by Bill Pettit, seconded by Jennifer Ceponis and unanimously approved, passing Resolution 2024-03-02 awarded the Repairs and Preventative Maintenance RFP to VRAM.
- v. New Office Renovation: Move-in is complete and there were no major issues to report.
- vi. Heated Sidewalk RFP: The RFP was issued on March 18th and proposals are due April 19th.
- vii. Digital Display Sign RFP: The RFP was issued on March 12th and proposals are due April 18th.
- viii. Garage Camera Expansion Project: Installation has begun and project completion is expected by June 2024.

Acting Executive Director, Sean Palladino, updated the Board on monthly passes.

The Authority's meter pilot program began testing app only parking which reduces multi-space meters in various areas as well as using app only in low-use areas where current single space meters are located. To date, the program has been successful with very few complaints. This project continues to move forward gradually.

Acting Executive Director, Sean Palladino, updated the Board on usage of the EV Stations within the APA Garages. There has been a decrease in usage YTD, however revenue has significantly increased due to raising the rate from .15 cents/kilowatt hour to .25 cents/kilowatt hour, which is currently the nationwide standard.

Additionally, the APA is collaborating with CDTA for on-street EV Charging Stations and the APA is currently waiting on next steps from CDTA.

Acting Executive Director, Sean Palladino, updated the Board on the status of the DRI reimbursement. The Authority continues to work with the NY Department of State to complete the reimbursement requirements and project close-out.

Acting Executive Director, Sean Palladino, updated the Board on the ARPA grant for the Installation of Cameras and Lights in Lots. The first request for reimbursement has been completed. The ESD grant reimbursement, for the Riverfront Feasibility Study, is on schedule for 2Q of 2024.

9. Unfinished Business.

None.

10. Executive Session.

On a motion by Bill Pettit, seconded by Jennifer Ceponis and unanimously approved, the Board entered Executive Session at 9:41am to discuss the medical, financial, credit or employment

history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. On a motion by Bill Pettit, seconded by Jennifer Ceponis and unanimously approved, the Executive Session adjourned at 10:15am and returned to the open meeting. No action was taken.

11. Adjournment.

There being no further business, a motion was made by Bill Pettit, seconded by Jordine Jones and unanimously approved, the meeting adjourned at 10:16am.