

MINUTES
ALBANY PARKING AUTHORITY MEETING
May 30, 2024

1. Call to Order.

The meeting of the Board of Directors was called to order at 8:30am, Thursday, May 30, 2024, at the APA offices. Board members in attendance were Board Chairman, Jeff Sperry, Bill Pettit, Jordine Jones and Jennifer Ceponis. Christopher Burke was excused. Present were Executive Director, Sean Palladino, Director of Enforcement, Doug Case, 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 April 25, 2024.

Following review/discussion, a motion was made to accept the minutes of the April 25th Board meeting by Jordine Jones, seconded by Bill Pettit; passed 4-0.

3. Review of Financials.

Executive Director, Sean Palladino, presented to the Board the April 2024 financial review. As of this report, April's total revenue and expenses were \$809,684 and \$721,513, respectively. This resulted in a net income of \$88,171. Our monthly expenses were higher in April due to the entrance lighting and security project for our lots and renovations to our new office, which totaled \$242,000. The Authority continues to make monthly deposits of \$171,000 to our debt service set aside account. In April, our debt service account had \$1,404,683, short term investment account had \$766,726, our long-term investment account had \$309,804 and EV Charger account had \$6,282. All revenue streams continue to trend above budget projections. In total, parking revenues exceeded budget projections by \$81,000 (13%). Event Revenue for the month exceeded budget projections by 49% at \$52,690, with 50% of that coming from one day of the NCAA Women's Basketball Tournament and the Bruce Springsteen concert.

Executive Director, Sean Palladino, reviewed the revenue history with the Board. Currently, the monthly average is on par with last year. The meters accounted for a large portion of the monthly average. Additionally, the key numbers were reviewed.

4. Enforcement Numbers.

Executive Director, Sean Palladino, reviewed YTD enforcement numbers with the Board.

5. Communications.

Executive Director, Sean Palladino, discussed with the Board the APA's independent Auditor, BST. The current contract is up for renewal and BST proposed a 5-year contract. It was recommended that the APA seek out additional quotes before entering into a new contract with BST.

6. New Business.

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

- i. Downtown BID Wayfinding Sign Installation: Proposals were received by the Downtown Bid and reviewed. Board members had asked for further clarification on the maintenance and replacement agreement for the signs. The Board was updated with the requested information. The signs will have a 5-year warranty and will be insured by the Downtown Bid for damages and replacement due to damages. Any updates to the signs will be covered

by the Downtown Bid. The estimated lifespan of the signs is 10 years. The Board was also provided with a map of sign locations throughout the downtown area. After further discussion, the Board was presented with Resolution 2024-05-01 Approving the Funding for the Wayfinding Project. On a motion made by Bill Pettit, seconded by Jennifer Ceponis; the resolution was passed unanimously.

- ii. Installation and Enhancement of Lighting and Cameras in Lots: expected close-out is mid-June.
- iii. Repair and Preventative Maintenance: The contractor mobilized mid-May and has begun work with no major problems reported. The scope for the repairs includes a 3-year repair schedule and, in addition to, will also include a new reversible lane at Green Hudson Garage.
- iv. Digital Display Sign RFP: The RFP was reissued on May 7th and proposals are due June 11th.
- v. Heated Sidewalk RFP: The RFP was reissued on May 6th and proposals are due on June 10th.
- vi. Garage Camera Expansion Project: The project is at its halfway mark. The new cameras will cover all blind areas currently throughout the facilities, including stairwells.

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. Recently, Holland Ave from Hackett Blvd to New Scotland Ave has been converted to App Only with no issues or complaints. Currently, the APA is working on converting New Scotland Ave from Onderdonk to Lawrence. This project continues to move gradually.

Executive Director, Sean Palladino, updated the Board on usage of the EV Stations within the APA Garages. The usage remains steady and the revenue continues to be in the monthly range of \$1,300 and \$1,500. Once we see a high increase in use of the EV spaces, the APA will begin looking into expansion. Additionally, the APA is collaborating with CDTA for on-street EV Charging Stations. CDTA continues to coordinate an installation by the Armory as well as on New Scotland, near Albany Med. Finally, the Lot 3 EV Charger installation will be starting in June of this year. There will be 3-4 DC Fast Chargers installed in the lot.

Executive Director, Sean Palladino, updated the Board on the status of the DRI reimbursement. The final payment request was approved and the APA received its final reimbursement for the DRI project.

Executive Director, Sean Palladino, updated the Board on the ARPA grant for the installation of cameras and lights in lots. The APA has received its first reimbursement for the project and has submitted its second payment request to the City. The ESD grant reimbursement, for the Riverfront Feasibility Study, is on schedule for 2Q of 2024. The APA is awaiting the grant disbursement agreement.

7. Unfinished Business.

None.

Board Chairman, Jeff Sperry, excused himself from the meeting at 9:23am, prior to Executive Session.

8. Executive Session.

On a motion by Jordine Jones, seconded by Bill Pettit and unanimously approved, the Board entered Executive Session at 9:25am 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 as well as the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof. On a motion by Bill Pettit, seconded by Jordine Jones and unanimously approved, the Executive Session adjourned at 10:25am and returned to the open meeting. No action was taken.

9. Adjournment.

There being no further business, a motion was made by Bill Pettit, seconded by Jordine Jones and unanimously approved, the meeting adjourned at 10:26am.