

MINUTES
ALBANY PARKING AUTHORITY MEETING
June 27, 2024

1. Call to Order.

The meeting of the Board of Directors was called to order at 8:30am, Thursday, June 27, 2024, at the APA offices. Board members in attendance were Board Chairman, Jeff Sperry, Christopher Burke, Bill Pettit and Jennifer Ceponis. Jordine Jones entered the meeting at 8:33am. Present were Executive Director, Sean Palladino, Associate Director, Misty Ferguson, Director of Enforcement, Doug Case, Chief Budget Manager, Dariah Duncan, Senior Manager of Marketing and Sales, Kevin McClintock, General Counsel, Allan O'Brien, Legal Counsel, Thomas Owens, and Special Assistant, Stephanie Wright.

2. Acceptance of Minutes of Thursday, May 30, 2024.

Following review/discussion, a motion was made to accept the minutes of the May 30th Board meeting by Christopher Burke, seconded by Jennifer Ceponis; passed 4-0.

3. Review of Financials.

Executive Director, Sean Palladino, presented to the Board the May 2024 financial review. As of this report, May's total revenue and expenses were \$857,466 and \$625,095, respectively. This resulted in a net income of \$232,370. The Authority continues to make monthly deposits of \$171,000 to our debt service set aside account. In May, our debt service account had \$1,582,309, short term investment account had \$870,369, our long-term investment account had \$311,310 and the EV Charger account had \$6,308. In total, parking revenues exceeded budget projections by \$68,000 (12%). Event Revenue for the month exceeded budget projections by 44% at \$48,237.

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. It was recommended, at the May Board meeting, that the APA seek out additional quotes before entering into a new contract with BST. Staff reached out to two different firms but they were unresponsive. It is recommended that staff attempt to solicit 8-10 firms and will report back in the July meeting.

Additionally, it was discussed with the Board that live streaming is now required for all Board meetings. Staff is working with ITS to create the smoothest way to achieve this moving forward.

6. New Business.

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

- i. Downtown BID Wayfinding Sign Installation: Downtown Bid is currently waiting for Board approval to award the contract.

- ii. Installation and Enhancement of Lighting and Cameras in Lots: expected close-out is mid-July.
- iii. Repair and Preventative Maintenance: 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. Work is underway and the 2023 repairs are wrapping up.
- iv. Heated Sidewalk RFP: Proposals were received, reviewed and scored. It is the Authority's recommendation to award the contract to James H. Maloy, Inc. A motion was made by Christopher Burke, seconded by Jordine Jones and passed unanimously.
- v. Digital Display Sign RFP: Second round of BIDs were received and staff are scheduling Demo's with the vendors, before awarding the contract.
- vi. Garage Camera Expansion Project: This project is complete and staff and working with ITS on the final punch-list. This project provided APA facilities with 26 additional cameras, covering blind spots and stairwells.

Executive Director, Sean Palladino, discussed with the Board that the APA will be conducting a Garage Feasibility Study for the Green Hudson Garage. This project could potentially add additional decks to the existing garage, adding 200-400 parking spaces.

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, the APA converted Holland Ave and Quail Street, with no complaints. Currently, the APA is working on converting New Scotland Ave from Onderdonk to Allen. 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 continues to remain steady. Additionally, the APA continues to collaborate with CDTA for on-street EV Charging Stations. CDTA continues to coordinate installation by the Armory as well as New Scotland, near Albany Med. Finally, the Lot 3 EV Charger installation is currently in progress, with an expected completion by the end of July. There will be 3-4 DC Fast Chargers installed in the lot.

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 is awaiting its second reimbursement from the City. The ESD grant reimbursement, for the Riverfront Feasibility Study, is slightly delayed and staff continues to remain in communication until we receive the grant disbursement agreement.

7. Unfinished Business.

None.

8. Executive Session.

On a motion by Christopher Burke, seconded by Jordine Jones and unanimously approved, the Board entered Executive Session at 9:24am 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 of 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 Jennifer

Ceponis, seconded by Bill Pettit and unanimously approved, the Executive Session adjourned at 9:33am and returned to the open meeting. No action was taken.

9. Adjournment.

There being no further business, a motion was made by Christopher Burke, seconded by Jordine Jones and unanimously approved, the meeting adjourned at 9:34am.