



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2013 September 19 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

Present: D. Wood
F. Clemens
Ald. D. Hodges
Ald. G. Carra
E. Sawyer
B. O’Leary, Q.C.
M. Logan
G. MacDonald

Absent: T. Malik

Also Present: T. McLeod, General Manager

Minutes by: B. Goodman

D. Woods called the meeting to order at 7:30 a.m.

1. CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by E. Sawyer that the agenda for the September 19, 2013 CPA Board be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES – July 31, 2013

CORRECTION

M. Logan noted that he was in attendance at the July 31st Meeting however was shown as being absent.

CONFIRM AMENDED MINUTES, Moved by F. Clemens that the Minutes for the 2013 July 31 Meeting be confirmed as amended.

CARRIED

3A. REVIEW OUTSTANDING AND RECURRING ITEMS

CONFIRM THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS, Moved by M. Logan to accept that the List of Outstanding and Re-Occurring Items as of 2013 July 31 be confirmed.

CARRIED

3B. 311 STATISTICS

T. McLeod presented the 311 statistics for the month of August.

It was noted that improvements have been made with ParkPlus machines. Good results and trend over year.

MOVED BY B. O'Leary to accept the 311 Statistics for information.

CARRIED

4A. STRATEGIC BOARD MEETING

D. Wood asked for members thoughts on timing of the session.

A discussion was held around postponing the session to include new Board Members or to hold the session before November.

MOVED BY D. Wood to use the collective wisdom of this group and go ahead with session on Oct 24th-25th, 2013.

CARRIED

D. Wood will work with R. Heard (Heard Management Solutions), B. O'Leary and T. McLeod to draft an agenda and circulate to the Board for their input.

B. O'Leary suggested inviting City Representatives to the session to deal with specific issues.

M. Logan suggested the City Solicitor; and/or Corporate Secretariat for ParkPlus, Governance matters and C. Blaschuk regarding the Parking Policy.

Administration will arrange to have them present at the Strategic Session.

MOVE IN CAMERA, Moved by F. Clemens that in accordance with Section 197 of the *Municipal Government Act*, and Sections 24(1)(a) and 24(1)(g) and 25(1) (c) (ii) of the *Freedom of Information and Protection of Privacy Act*, the Authority now move in camera at 8:00 am., to consider business matters.

Moved by Alderman Hodges to move out of camera at 11:00 a.m.

Moved by F. Clemens that the Committee of the Whole do rise and report to the Authority.

CARRIED

RISE AND REPORT

4B. BOARD EFFECTIVENESS SURVEY RESULTS

Survey results received for information.

E. Sawyer requested on the agenda for the next meeting for the Board members to bring their individual Director's evaluation report for a discussion on how to read it and interpret the results of the report.

4C. CPA GOVERNANCE STRUCTURE

Update received for information.

4D. CPA2013-14 – FINAL DRAFT 2014 OPERATING BUDGET ADJUSTMENTS

W. Haidey presented the proposed adjustments to the 2014 Operating budget and answered questions of the Board.

MOVED BY E. Sawyer to approve CPA2013-14 Proposed 2014 CPA Operating Budget Adjustments (program 104) for submission to The City of Calgary.

CARRIED

4E. CPA2013-15 PRIMARY MEASURES-COUNCIL'S BUDGET PAGE

B. O'Leary suggested in measure #5 to bold the sentence, 'The 2012 actual was an average of 9.5 issues per pay machine.'

B. O'Leary suggested to split measure #2 into two measures, one for ParkPlus statistics and one for overall total contacts.

M. Logan questioned measure #6 as to why the increment in the measure # of payment tags is 13% but the Operating Budget adjustments show only 2% increase. The measure does not correlate with the gross revenue. T. McLeod and W. Haidey responded to the query. One of the reasons is the measure only relates to ParkPlus payment tags, not total number of tags. Another reason is that court fines are trending unfavorable in the current year and the 2014 budget takes into account the reduction in court fines revenue offset by the increase in tag revenue.

MOTION ARISING BY B. O'Leary for Administration to bring back a report on Enforcement Revenue and measures for a better understanding of this activity.

Moved by B. O'Leary to approve CPA2013-15 Performance Measures, as amended, for submission to The City of Calgary.

CARRIED

4F. CPA2013-16 QUARTERLY FINANCIALS UP TO AUGUST 31 AND 2013 YEAR END

Report CPA2013-16 received for information.

MOTION ARISING

E. Sawyer raised the point of why the budget adjustments and performance measures are in-camera? T. McLeod replied that it was because City Council would have an opportunity to review prior to public distribution. E. Sawyer requested to revisit the rationale for in-camera.

5. ADJOURNMENT

MOVED BY G. MacDonald that the CPA do now adjourn.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2013 _____

CHAIRMAN

MEMBER