

# City of Passaic Parking Authority Meeting

Wednesday October 30, 2024

7:00 p.m.

Zoom Virtual Meeting

ID: 862 2498 4096

**Commissioners Present:** Adam Buckstein, Denise Perez, Daniel Ritz, Eugene Shpilsky and Lisset Lopez

**Staff Present:** Ricardo Fernandez/Executive Director, Philip George Esq/ Attorney, Omar Garcia/ CFO, Doris Dudek/ Purchasing Agent  
Sonal Patel/Secretary

**Proper Notice:** Adequate notice of the meeting was provided by resolution of the Passaic Parking Authority adopted on December 13, 2023 setting forth a schedule of regular meetings for the year 2024, which was published and placed, on the city hall bulletin board by the office of the City Clerk.

## I. ROLL CALL

## II. PLEDGE OF ALLEGIANCE

## III. PUBLIC SESSION

*No members of the public were present*

**Moved to close:** Eugene Shpilsky

**Second:** Daniel Ritz

**For: 5      Against: 0      Abstain: 0      Not Present: 0**

## IV. REORGANIZATION

### **RESOLUTION # PA 24-10-01:**

### **RESOLUTION DESIGNATING COMMISSIONER Adam Buckstein**

**AS CHAIRMAN OF THE CITY OF PASSAIC PARKING AUTHORITY FOR A TERM TO EXPIRE ON JUNE 30, 2025**

**BE IT RESOLVED,** by the Parking Authority of the City of Passaic that the Commissioners designates Commissioner Adam Buckstein, as the Chairman for a term, said term to commence on July 1, 2024 and to terminate on June 30, 2025.

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DANIEL RITZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-02:**

**RESOLUTION DESIGNATING COMMISSIONER DENISE PEREZ**

**AS VICE-CHAIRMAN OF THE CITY OF PASSAIC PARKING AUTHORITY FOR A TERM TO EXPIRE ON JUNE 30, 2025**

**BE IT RESOLVED, by the Parking Authority of the City of Passaic that the Commissioners designates Commissioner Denise Perez the Vice-Chairman for a term, said term to commence on July 1, 2024 and to terminate on June 30, 2025.**

**INTRODUCED BY COMMISSIONER: DANIEL RITZ**

**SECONDED BY COMMISSIONER: EUGENE SHPILSKY**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-03:**

**RESOLUTION RE-APPOINTING EXECUTIVE DIRECTOR OF THE PARKING AUTHORITY (July 1, 2024 -June 30, 2025)**

**WHEREAS, the Parking Authority needs an Executive Director to carry out the policies set by the Commissioners and manage the daily functions of the Parking Authority, and**

**WHEREAS, Ricardo Fernandez, Business Administrator of the City of Passaic and is qualified to perform this function.**

**NOW THEREFORE, BE IT RESOLVED, by the Commissioners of the Parking Authority of the City of Passaic that Ricardo Fernandez is hereby reappointed Executive Director of the Parking Authority with an annual compensation of \$15,800.**

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DENISE PEREZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-04:**

**RESOLUTION RE-APPOINTING SECRETARY FOR THE PARKING AUTHORITY (July 1, 2024 to June 30, 2025)**

**WHEREAS, the Parking Authority is required to have a secretary, and**

**WHEREAS, Sonal Patel, Executive Secretary to Administration, is qualified to perform this function.**

**NOW THEREFORE, BE IT RESOLVED, the Commissioners of the Parking Authority of the City of Passaic hereby reappoints Sonal Patel as Secretary with an annual compensation of \$6,700.**

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DENISE PEREZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-05:**

**RESOLUTION RE-APPOINTING CERTIFIED FINANCE OFFICER FOR THE PARKING AUTHORITY (July 1, 2024 to June 30, 2025)**

**WHEREAS, the Parking Authority is required to appoint a Certified Municipal Finance Officer, and**

**WHEREAS, Omar J. Garcia, Finance Director of the City of Passaic and Certified Municipal Finance Officer, is qualified to perform this function.**

**NOW THEREFORE, BE IT RESOLVED, that the Commissioners of the Parking Authority of the City of Passaic hereby re-appoint Omar J. Garcia as Certified Municipal Finance Officer of the Parking Authority with an annual compensation of \$8,300.**

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DENISE PEREZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-06:**

**RESOLUTION RE-APPOINTING PURCHASING AGENT TO THE CITY OF PASSAIC PARKING AUTHORITY (July 1, 2024 to June 30, 2025)**

**WHEREAS, the Passaic Parking Authority is desirous of re-appointing a Purchasing Agent for the Authority; and,**

**WHEREAS, the City Council of the City of Passaic, County of Passaic, State of New Jersey has approved Doris Dudek for the position of Purchasing Agent for the City of Passaic; and,**

**WHEREAS, the Board Secretary shall furnish the City of Passaic Finance Department with the appropriate documentation so that they may process a yearly compensation in the amount of Five Thousand Dollars (\$5,000.00) for Doris Dudek in her role as Purchasing Agent of the Parking Authority of the City of Passaic;**

**NOW THEREFORE, BE IT RESOLVED, the Commissioners of the Parking Authority of the City of Passaic hereby Re-appoints Doris Dudek, as the Purchasing Agent, with an annual compensation of \$5,000.**

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DENISE PEREZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-07:**

**RESOLUTION AUTHORIZING OFFICIAL NEWSPAPERS FOR THE TERM JULY 1, 2024 TO JUNE 30, 2025**

**BE IT RESOLVED, by the Parking Authority of the City of Passaic that the Parking Authority hereby designates the North Jersey Herald & New, The Record and Poder Latino USA as Official Newspapers for the Parking Authority, which newspapers are authorized to publish legal advertisements. The Board Secretary shall retain the right to select which newspapers shall receive said advertisements in accordance with the law.**

**INTRODUCED BY COMMISSIONER: EUGENE SHPILSKY**

**SECONDED BY COMMISSIONER: DENISE PEREZ**

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

## V. MINUTES FROM MARCH 13 AND MAY 15, 2024

**Motion to approve: Denise Perez**

**Second: Eugene Shpilsky**

**For: 4\*      Against: 0      Abstain: 1      Not Present: 0**

*\* Commissioner Lisset Lopez abstained due to not being present at the meetings*

## VI. RESOLUTIONS

***There was no need for a closed session therefore the following resolution was removed:***

**RESOLUTION # PA 24-10-08:**

RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION OF THE PASSAIC PARKING AUTHORITY ON OCTOBER 30, 2024 AT 7:00 P.M. OR ANYTIME THEREAFTER TO DISCUSS PENDING LITIGATION; CONTRACT NEGOTIATIONS AND PERSONNEL MATTERS.

**RESOLUTION # PA 24-10-09:**

**PASSAIC PARKING AUTHORITY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit FOR THE YEAR THRU DECEMBER 31, 2023 AND 2022 (AFFIDAVIT OF AUDIT) ;and

has been filed by a Registered Municipal Accountant with the Secretary of the Passaic Parking Authority pursuant to N.J.S.A. 40A:5A-15, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:31-7.6, a regulation requiring that the governing body shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations", and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "General Comments and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:31-7.6; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the governing body of the Passaic Parking Authority, hereby states that it has complied with N.J.A.C. 5:31-7.6 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Adam Buckstein

	Aye	Nay	Abstain	Absent
Adam Buckstein	x			
Lisset Lopez	x			
Denise Perez	x			
Daniel Ritz	x			
Eugene Shpilsky	x			

**RESOLUTION # PA 24-10-10:**

**RESOLUTION TO APPROVE THE CORRECTIVE ACTION PLAN FOR THE REPORT OF AUDIT FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022 OF THE PASSAIC PARKING AUTHORITY**

**WHEREAS**, the Division of Local Government Services requires the Chief Financial Officer to file "Corrective Action Plan", attached hereto, outlining the actions to be taken by the Passaic Parking Authority relative to the findings and recommendations in the annual report, and

**WHEREAS**, the "Corrective Action Plan" shall be prepared by the Chief Financial Officer with assistance from other officials affected by the audit findings and recommendations, and

**WHEREAS**, the governing body of the Passaic Parking Authority is required by resolution, to approve said "Corrective Action Plan", and

**WHEREAS**, the "Corrective Action Plan", as prepared by the Chief Financial Officer and approved by the governing body, shall be placed on file and made available for public inspection in the office of the City Clerk, who also serves as the Secretary to the Passaic Parking Authority,

**NOW, THEREFORE, BE IT RESOLVED**, the Commissioners of the Parking Authority of the City of Passaic hereby approves the "Corrective Action Plan" for the report of audit for the years ended December 31, 2023 and 2022 submitted by the Chief Financial Officer.

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Adam Buckstein

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			

Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION # PA 24-10-11:**

**CASH MANAGEMENT PLAN**

WHEREAS, NJ.S. 40A:5-14, Local Fiscal Affairs Law, requires that each local government entity adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds; now, therefore, be it

RESOLVED, that the Commissioners of the City of Passaic Parking Authority does hereby adopt the following Cash Management Plan:

**A. DESIGNATION OF DEPOSITORIES**

The following institutions are designated as permissible depositories for the deposit of City funds:

- TD BANKNORTH
- VALLEY NATIONAL BANK
- CAPITAL ONE

All depositories must conform to the Governmental Unit Deposit Protection Act ("GUDPA"), and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all City funds on deposit.

**B. DEPOSIT OF FUNDS**

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with NJ.S. 40A:5-15, into appropriate fund operating accounts. Interest bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service and Trust accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the City, shall be deposited in regular, interest bearing checking accounts unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

**C. INVESTMENT INSTRUMENTS AND PROCEDURES**

The City may purchase those investments permitted in NJ.S. 40A:5-15.1, which include:

- United States Treasury Bonds, Notes and Bills
- United States Government Agency and Instrumentality Obligations
- New Jersey Arbitrage Rebate Management Fund
- Savings Bank Deposits and Certificates of Deposit
- State of New Jersey Cash Management Fund

The parking Authority may purchase other obligations approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one year 1 unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the City's fiscal year shall be permitted. The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows.

**D. DISBURSEMENT OF FUNDS**

All funds shall be disbursed as authorized and directed by the Commissioners, except that the Chief Financial Officer shall have the authority to make the following disbursements prior to receiving the approval of the Parking Authority Commissioners:

- Payroll Withholding Amounts
- Debt Service      Insurance Premiums
- Purchase of Investments
- Interfunds      Salaries and Wages
- Petty Cash Reimbursements      Statutory Expenses

Any disbursements made prior to Commissioner's approval shall be listed and included in the Payment of Bills for

the first available council meeting following said disbursement for Municipal Council approval. Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment will result in an operating and/or financial benefit to the City.

**E. PETTY CASH FUND**

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S. 40A:5-21. Individual reimbursements from the Petty Cash Fund shall not exceed \$50 per item. The following Petty Cash Funds shall be maintained:  
NONE

**F. BONDING**

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

**G. COMPLIANCE**

The Cash Management Plan of the City of Passaic Parking Authority shall be subject to the approval of the Authority's Legal Counsel, and shall be subject to the annual audit, conducted pursuant to N.J.S. 40A:5-4. As stated in N.J.S. 40A:5-14, the official(s) charged with the custody of City funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Adam Buckstein

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION NO. PA 24-10-12**

A RESOLUTION DESIGNATING THE OFFICIAL BANK ACCOUNTS AND THE OFFICIAL DEPOSITORIES FOR SUCH BANK ACCOUNTS OF THE PARKING AUTHORITY OF THE CITY OF PASSAIC (CY2024)

BE IT RESOLVED by the Commissioners of the City of Passaic Parking Authority that:

The following depositories of the City of Passaic Parking Authority shall be as follows:

Valley National Bank  
Capital One

TD Bank

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Adam Buckstein

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**RESOLUTION NO. PA 24-10-13**

**RESOLUTION TO AMEND THE 2024 ADOPTED BUDGET  
 PURSUANT TO N.J.A.C 5:31-2.8  
 YEAR: FROM JANUARY 1, 2024 TO DECEMBER 31, 2024**

WHEREAS, the Passaic Parking Authority has adopted the Year 2024 Authority Budget on December 13, 2023, and

WHEREAS, the Passaic Parking Authority finds it necessary to amend the Year 2024 adopted Authority Budget, as follows:

	<u>From</u>	<u>To</u>
<b><u>Budgeted Appropriations:</u></b>		
<b><u>Operating Appropriations:</u></b>		
Cost of Providing Services – Other		
Interlocal Agreement – Parking Operations	\$ 673,000	\$ 765,264
Total COPS – Other	\$ 738,000	\$ 830,264
Total Cost of Providing Services	\$ 738,000	\$ 830,264
Total Operating Appropriations	\$ 790,000	\$ 882,264
Total Appropriations	\$1,040,000	\$1,132,264
Total Appropriations and Accumulated Deficit	\$1,040,000	\$1,132,264
<b><u>Unrestricted Net Position Utilized:</u></b>		
Other	\$ -0-	\$ 92,264
Total Unrestricted Net Position Utilized	\$ -0-	\$ 92,264
Total Net Appropriations	\$1,040,000	\$1,040,000

**WHEREAS**, the Division of Local Government Services requires that the Authority set forth the reason(s) for the amendment.

**NOW, THEREFORE BE IT RESOLVED**, in accordance with the requirements of the Division that the record show that the 2024 Annual Budget of the Authority be amended for the following reason:

1. The amendment to the 2024 adopted budget is being made to appropriate the funds necessary to meet the required payment due to the City under Section 603 of the Interlocal Agreement between the City of Passaic and the Parking Authority of the City of Passaic.

**BE IT FURTHER RESOLVED**, by the Commissioners of the Passaic Parking Authority as follows:

1. The 2024 Annual Budget of the Authority shall be and is hereby amended as detailed above.
2. The Board’s secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for approval as part of the Authority’s Year 2024 budget.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Passaic Parking Authority at its meeting of October 30, 2024.

Sonal Patel

Board Secretary

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	X			
Denise Perez, Vice Chair	X			
Daniel Ritz, Commissioner	X			
Eugene Shpilsky, Commissioner	X			
Lisset Lopez, Commissioner	X			

**VII. BILL LIST**

**Moved to Accept: Denise Perez**

**Second: Daniel Ritz**

**For: 5 Against: 0 Abstain: 0 Not Present: 0**

**VIII. UPDATES BY EXECUTIVE DIRECTOR RICARDO FERNANDEZ**

- a. Municipal Parking deck on State Street is coming along, the City will be shutting down State Street to accommodate a large crane which will be needed for building the deck structure.
- b. We received funding from the state for roadway improvements around State and Passaic Street. Roadway improvements include angled parking, bike lanes, traffic calming measures, roadway resurfacing and removing concrete median.
- c. The City received \$5.7 million from NJEDA (New Jersey Economic Development Authority) in which \$4.6 million will be allocated to upgrades and enhancements to the pedestrian plaza around city hall.

- d. UEZ is funding a city initiative in providing free shuttle service for residents in key locations within the city such as the NJ Transit train station, City hall, ShopRite and Dayton Avenue Complex (Pilot Phase/ expected to start in January 2025)
- e. Another city initiative is our first Bike Share program in the city with bicycles and racks placed in key locations throughout the city. (Pilot Phase/ expected to start early spring 2025)

## IX. CFO REPORT

### CY 2024 Parking Revenue

	COURT FINES CY 22, 23 & 24								METER RECEIPTS CY 22, 23 & 24				2022	2023	2024
	2022		2023		2024		23 vs 24		2022	2023	2024	23 vs 24			
	TKTS	RCT	TKTS	RCT	TKTS	RCT	DIF TKTS	DIF RCT							
JAN	2,574	44,106	4,509	49,864	4,309	54,538	(200)	4,674	17,770	15,629	16,177	548	6,775	7,200	2,850
FEB	2,423	45,275	3,319	64,728	3,901	71,981	582	7,253	26,471	25,618	28,130	2,512	2,925	2,775	1,575
MAR	2,855	71,761	4,085	76,815	4,207	76,030	122	(785)	34,195	31,717	31,514	(203)	6,045	3,400	2,225
APR	4,440	86,493	3,862	71,854	4,110	78,261	248	6,407	34,215	32,662	32,200	(462)	6,725	6,875	2,575
MAY	4,075	82,183	3,064	57,179	3,523	64,349	459	7,170	28,447	33,760	32,996	(764)	2,700	1,925	1,500
JUNE	3,683	68,758	3,126	52,920	3,356	56,985	230	4,065	31,656	35,100	29,351	(5,749)	2,400	2,150	900
JULY	3,726	66,023	3,654	56,385	3,461	65,375	(193)	8,990	30,655	34,722	33,908	(816)	4,325	3,100	2,325
AUG	3,726	57,519	3,596	72,974	3,481	64,382	(115)	(8,592)	25,550	28,248	26,413	(1,835)	3,810	2,350	1,575
SPT	2,776	52,405	3,588	67,102	3,407	72,579	(181)	5,477	32,624	33,212	28,526	(4,686)	6,140	7,825	2,175
OCT	2,559	48,242	3,703	69,934	3,185	56,284	(518)	(13,650)	24,194	32,856			4,515	3,281	
NOV	2,444	43,496	4,142	67,263					23,582	26,179			2,575	3,830	
DEC	2,481	47,274	3,206	50,451					17,385	21,259			2,425	2,900	
YTD TTL	32,837	622,765	36,506	639,755	36,940	660,764	434	21,009	261,583	270,668	259,213	(11,455)	41,845	37,600	17,700
Grand Total	37,762	713,535	43,854	757,469	36,940	660,764	434	21,009	326,744	350,962	259,213	(11,455)	51,360	47,611	17,700

- Audit concludes the agency is in a great spot
- Revenues are up from last year; we have met and exceeded our expectations

## XI. ADJOURNMENT

Moved: Denise Perez  
 Second: Eugene Shpilsky  
 For: 5      Against: 0      Abstain: 0      Not Present: 0