

**ROOSEVELT ISLAND
OPERATING CORPORATION**
of The State of New York



Andrew M. Cuomo
Governor

Charlene M. Indelicato
President/Chief Executive Officer

Susan G. Rosenthal
Vice President/General Counsel

BOARD OF DIRECTORS

James S. Rubin, Chairperson
Fay Fryer Christian
Dr. Katherine Teets Grimm
David Kraut
Mary Beth Labate
Howard Polivy
Michael Shinozaki
Margaret Smith

**MINUTES OF THE DECEMBER 3, 2015 MEETING OF THE
ROOSEVELT ISLAND OPERATING CORPORATION
BOARD OF DIRECTORS**

A meeting of the Board of Directors was held at the Cultural Center Theater, 548 Main Street, Roosevelt Island, New York, on December 3, 2015 at 5:30 p.m.¹

Directors Present:

| | |
|---------------------------|--|
| Meghan Anderson | Representing James S. Rubin, RIOC Chair and Commissioner, the New York State Division of Housing and Community Renewal |
| Erica Levendosky | Representing Mary Beth Labate, Director, the New York State Division of Budget |
| Dr. Katherine Teets Grimm | Director ² |
| David Kraut | Director |
| Howard Polivy | Director |
| Margaret Smith | Director |

Directors Absent:

| | |
|---------------------|----------|
| Fay Fryer Christian | Director |
| Michael Shinozaki | Director |

Officers and Staff Attending:

| | |
|------------------------|--|
| Charlene M. Indelicato | President/Chief Executive Officer |
| Susan G. Rosenthal | Vice President/General Counsel |
| Frances A. Walton | Vice President/Chief Financial Officer |
| John Bost | Director, Engineering |
| Muneshwar Jagdharry | Comptroller |
| Claudia McDade | Director, Human Resources |
| John McManus | Director, Public Safety |
| Gretchen Robinson | Compliance Officer |
| Christopher Dor | Excelsior Service Fellow |
| Cyril Opperman | Director of Island Operations |
| Sean Singh | Grant Writer & Budget Analyst |

¹ The RIOC Board Meeting commenced following a public comment period. The public comment period was not part of the meeting.

² Dr. Grimm left the meeting after voting on item #13

1 Ms. Anderson called the Board meeting to order at 5:40 p.m. The roll was called and a
2 quorum found to be assembled and present.

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4 * * *

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6 **APPROVAL OF MINUTES**

7
8 The first item of business was the approval of the minutes of the October 22, 2015
9 meeting of the RIOC Board of Directors.

10
11 The proposed draft of the October 22, 2015 Board meeting minutes had been previously
12 distributed to all Board members for their consideration. Upon a motion duly made concerning
13 the minutes of October 22, 2015 meeting, seconded and carried by five votes in favor (Ms.
14 Anderson, Ms. Levendosky, Dr. Grimm, Mr. Polivy, and Ms. Smith) and one abstention (Mr.
15 Kraut), the minutes were **APPROVED**, and ordered filed.

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17 * * *

18
19 **NEW BUSINESS ITEM #1**

20
21 The first item of new business was the approval of the Proposed Budget FY 2016-17.

22
23 Mr. Jagdharry noted that the proposed Budget FY 2016-17 was presented at the
24 September 10, 2016 Board meeting. Also, it was presented to the Audit Committee meetings
25 held in September and November. He noted that if approved, the Budget would be filed with the
26 State by the end of December. Mr. Jagdharry then provided a summary of the Proposed Budget.

27
28 In response to Ms. Smith's question, Ms. Indelicato noted that the payments from Cornell
29 Tech University project were going to be honored by the State even though it was not
30 specifically reflected in the Budget at this time. Ms. Indelicato further explained that direction is
31 pending from the State regarding when the payments will occur.

32
33 Upon a motion duly made, seconded and carried by five votes in favor (Ms. Anderson,
34 Ms. Levendosky, Dr. Grimm, Mr. Kraut, and Mr. Polivy) and one vote against (Ms. Smith), the
35 following resolution was ADOPTED:

36
37 **RESOLUTION**

38
39 **APPROVAL OF THE PROPOSED RIOC BUDGET**
40 **FOR FISCAL YEAR 2016-17**

41
42
43 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
44 State of New York, as follows:

1 Section 1. that the proposed RIOC budget for Fiscal Year 2016-17, in substantially the form
2 annexed hereto, is hereby approved;

3
4 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
5 take such actions and execute such instruments as she deems necessary to
6 effectuate the foregoing; and

7
8 Section 3. that this resolution shall take effect immediately.
9

10 * * *

11
12 **NEW BUSINESS ITEM #2**

13
14 The second item of new business was the authorization for the approval of the schedule
15 of 2016 meetings of the Roosevelt Island Operating Corporation Board of Directors.
16

17 Ms. Rosenthal noted one modification to the proposed schedule of 2016 meetings due to
18 a schedule conflict with the Main Street Theatre. The modification changed the May 19, 2016
19 meeting to May 26, 2016 which was to be reflected in the vote.
20

21 Upon a motion duly made, seconded and carried by five votes in favor (Ms. Anderson,
22 Ms. Levendosky, Dr. Grimm, Mr. Kraut, and Mr. Polivy) and one vote against (Ms. Smith), the
23 following resolution was ADOPTED:
24

25 **RESOLUTION**

26
27 **SCHEDULE OF 2016 MEETINGS OF THE**
28 **ROOSEVELT ISLAND OPERATING CORPORATION**
29 **BOARD OF DIRECTORS**
30

31
32 **RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation,**
33 **pursuant to By-Laws, Article III, Section 2 as follows:**
34

Section 1. That notice is hereby given that the regular meetings of the Board of
Directors for the year 2016 shall be held at the Cultural Center Theater,
548 Main Street, Roosevelt Island, New York, unless notified otherwise,
at the following dates and times:

January 28, 2016 at 5:30 p.m.
March 10, 2016 at 5:30 p.m.
April 14, 2016 at 5:30 p.m.
May 26, 2016 at 5:30 p.m.
June 23, 2016 at 5:30 p.m.
September 8, 2016 at 5:30 p.m.
October 20, 2016 at 5:30 p.m.
December 8, 2016 at 5:30 p.m.

Section 2. That the Secretary is hereby authorized, upon the request of the Chairperson or upon the request of three (3) or more of the Directors to the Secretary, to cancel or reschedule any regular meetings of the Board of Directors previously authorized by the Board of Directors, and to provide written notice of the cancellation, if personally or by telefacsimile, at least 72 hours prior to the authorized regular meeting date, or if by mail, at least ten days prior thereto, in accordance with the provisions of Article III, Section 2 of the By-Laws; and

Section 3. That this resolution shall take effect immediately.

* * *

Ms. Rosenthal noted that new business items twelve and thirteen would be discussed immediately following new business item number three due to the similar nature of the subject matter.

* * *

NEW BUSINESS ITEM #3

The third item of new business was the authorization of Expenditure of Funds for the Roosevelt Island Youth Center (RIYC).

Mr. Singh went over the April 16, 2015 Board Meeting where there was a request of \$131,250 for a prorated amount of the budgeted \$175,000 in funds for the Roosevelt Island Youth Program. Mr. Singh explained that an RFP was in the works for another youth program, however, it is being sent out in winter months. Funding from the City has been delayed which has created a cash flow issue. The request of the remaining \$43,750 in the Budget is for the purposes of continuity.

Mr. Polivy explained that the expenditure of funds for RIYC had been raised in the Real Estate Development Advisory Committee meeting. Ultimately, the Committee deemed the expenditure as necessary.

Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Anderson, Ms. Levendosky, Dr. Grimm, Mr. Kraut, Mr. Polivy and Ms. Smith), the following resolution was ADOPTED:

RESOLUTION

**AUTHORIZATION OF EXPENDITURE OF FUNDS
FOR ROOSEVELT ISLAND YOUTH CENTER**

1 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
2 State of New York (“RIOC”), as follows:

3
4 Section 1. that the expenditure of funds for Roosevelt Island Youth Center, upon the terms
5 and conditions substantially similar to those outlined in the Memorandum from
6 Sean Singh to Charlene M. Indelicato/Board of Directors dated November 20,
7 2015, attached hereto, is hereby authorized;

8
9 Section 2. that the President/Chief Executive Officer or her designee shall take such actions
10 and/or execute such instruments as necessary to effectuate the foregoing; and

11
12 Section 3. that this resolution shall take effect immediately.

13
14 * * *

15
16 The Board proceeded to discuss new business items #12 and #13.

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18 * * *

19
20 **NEW BUSINESS ITEM #12**

21
22 The twelfth item of new business was the authorization to extend the FY 14-15 Public
23 Purpose grant for the Roosevelt Island Senior Association (RISA).

24
25 Mr. Singh noted that the purpose of the funding was the replacement of certain
26 equipment at the senior center to be able to continue to provide programs, including meals for
27 seniors. Mr. Sing stated that during the grant period, the seniors were unable to replace the stove
28 and refrigerator. He recommended this extension be approved to afford RISA the ability to make
29 the necessary replacements.

30
31 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
32 Anderson, Ms. Levendosky, Dr. Grimm, Mr. Kraut, Mr. Polivy and Ms. Smith), the following
33 resolution was ADOPTED:

34
35 **RESOLUTION**

36
37 **AUTHORIZATION TO EXTEND THE FISCAL YEAR 14-15 PUBLIC PURPOSE GRANT**
38 **FOR THE ROOSEVELT ISLAND SENIORS ASSOCIATION (“RISA”)**
39

40
41 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
42 State of New York (“RIOC”), as follows:

43
44 Section 1. that the FY 14-15 Public Purpose Grant for RISA be extended for the purpose of
45 purchasing and/or replacing equipment necessary to continue ongoing programs
46 such as meal preparation for seniors; as outlined in the Memorandum from Sean

1 Singh to Charlene M. Indelicato/Board of Directors dated December 2, 2015,
2 attached hereto;

3
4 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
5 take such actions and execute such instruments as she deems necessary to
6 effectuate the foregoing; and

7
8 Section 3. that this resolution shall take effect immediately.
9

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12 **NEW BUSINESS ITEM #13**

13
14 The thirteenth item of new business was the authorization of expenditure of public
15 purpose funds for FY 15-16.

16
17 Mr. Singh noted that the Roosevelt Island Resident Association (“RIRA”) Public Purpose
18 Funds Committee reviewed nine applications that were submitted pursuant to this year’s process.
19 This process was carried out under RIOC’s guidelines and vetted by RIOC.
20

21 Mr. Kraut inquired if we needed to do this process each year. Ms. Rosenthal explained
22 that this is a specific amendment to RIOC’s enabling legislation that expressly allows RIOC to
23 issue grants to both non-for-profits and government agencies.
24

25 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
26 Anderson, Ms. Levendosky, Mr. Kraut, Mr. Polivy and Ms. Smith), the following resolution was
27 ADOPTED:
28

29 **RESOLUTION**

30
31 **AUTHORIZATION OF EXPENDITURE OF**
32 **PUBLIC PURPOSE FUNDS**
33

34
35 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
36 State of New York, as follows:
37

38 Section 1. that the Roosevelt Island Residents Association (“RIRA”) arrived at its
39 recommendation by following appropriate guidelines, and that each
40 recommendation is for the benefit of the community, therefore, the
41 recommendation of the RIRA Public Purpose Funds Committee is approved in its
42 entirety, as substantially outlined in the Memorandum from Sean Singh to
43 Charlene M. Indelicato/Board of Directors dated December 2, 2015, attached
44 hereto;
45

1 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
2 take such actions and execute such instruments as she deems necessary to
3 effectuate the foregoing; and
4

5 Section 3. that this resolution shall take effect immediately.
6

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9 **NEW BUSINESS ITEM #4**
10

11 The fourth item of new business was the authorization to enter into contract with
12 Blackbaud, Inc. for financial accounting software support & maintenance services.
13

14 Mr. Jagdharry noted that Blackbaud, Inc. is the primary system used to manage RIOC's
15 financial obligations. Being that this system will be used for a long period of time, Mr. Jagdharry
16 stated that it would be best to contract with Blackbaud, Inc. for multiple years.
17

18 Mr. Jagdharry explained that there is an agreement for three years with no increases in
19 price from 2016 through 2019 for \$12,254.01. After three years, the total would be \$36,762.03.
20

21 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
22 Anderson, Ms. Levendosky, Dr. Grimm, Mr. Kraut, Mr. Polivy and Ms. Smith), the following
23 resolution was ADOPTED:
24

25 **RESOLUTION**
26

27 **AUTHORIZATION TO ENTER INTO CONTRACT WITH BLACKBAUD, INC. FOR**
28 **FINANCIAL ACCOUNTING SOFTWARE SUPPORT & MAINTENANCE SERVICES**
29

30
31
32 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
33 State of New York ("RIOC"), as follows:
34

35 Section 1. that RIOC is hereby authorized to enter into a contract with Blackbaud, Inc. for
36 financial accounting software support & maintenance services, upon such terms
37 and conditions substantially similar to those outlined in the Memorandum from
38 Muneshwar Jagdharry to Charlene M. Indelicato/Board of Directors dated
39 November 12, 2015, attached hereto;
40

41 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
42 take such actions and execute such instruments as she deems necessary to
43 effectuate the foregoing; and
44

45 Section 3. that this resolution shall take effect immediately.
46

1 **NEW BUSINESS ITEM #5**

2
3 The fifth item of new business was for authorization to enter into contract with ENVAC
4 for on-call AVAC repair services.

5
6 Mr. Bost noted that ENVAC has been the sole vendor for Roosevelt Island’s AVAC
7 system for the past forty years. He stated that it is in RIOC’s best interest to maintain an on-call
8 contractor with ENVAC for maintenance and emergency repairs.

9
10 Mr. Bost explained that RIOC requested a five year contract proposal from ENVAC to
11 ensure cost savings and stability to RIOC. Mr. Bost’s recommendation is to approve the
12 agreement for annual maintenance and emergency repairs at a cost of \$110,000.00, plus
13 a ten percent contingency reserve, of a not-to-exceed amount of \$121,000.00 per year for a five
14 year term.

15
16 Ms. Smith inquired if there was an alternative company in the U.S. that RIOC could
17 reach out to. Mr. Bost explained that no U.S. company is willing to take the risk of entering a
18 twenty inch diameter pipe.

19
20 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
21 Anderson, Ms. Levendosky, Dr. Grimm, Mr. Kraut, Mr. Polivy and Ms. Smith), the following
22 resolution was ADOPTED:

23
24 **RESOLUTION**

25
26 **AUTHORIZATION TO ENTER INTO CONTRACT WITH ENVAC**
27 **FOR ON-CALL AVAC REPAIR SERVICES**
28

29
30 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
31 State of New York (“RIOC”), as follows:

32
33 Section 1. that RIOC is hereby authorized to enter into a contract with ENVAC for on-call
34 AVAC Repair Services, upon such terms and conditions substantially similar to
35 those outlined in the Memorandum from John J. Bost to Charlene M.
36 Indelicato/Board of Directors dated November 11, 2015, attached hereto;

37
38 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
39 take such actions and execute such instruments as she deems necessary to
40 effectuate the foregoing; and

41
42 Section 3. that this resolution shall take effect immediately.

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44 * * *

1 **NEW BUSINESS ITEM #6**

2
3 The sixth item of new business was the authorization to amend the contract with United
4 Metro Energy Corp. for the purchase of #2 heating oil.

5
6 Mr. Bost noted that the existing temporary boiler system in place at Sportspark requires
7 #2 heating oil. Mr. Bost recommended that RIOC approve the contract with United Metro
8 Energy Corp., as they are on the OGS-approved list of heating fuel suppliers, for the amount of
9 \$131,462.

10
11 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
12 Anderson, Ms. Levendosky, Dr. Grimm, Mr. Kraut, Mr. Polivy and Ms. Smith), the following
13 resolution was ADOPTED:

14
15 **RESOLUTION**

16
17 **AUTHORIZATION TO AMEND THE CONTRACT WITH**
18 **UNITED METRO ENERGY CORP. FOR THE PURCHASE OF #2 HEATING OIL**
19

20
21 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
22 State of New York (“RIOC”), as follows:

23
24 Section 1. that RIOC is hereby authorized to amend the contract with United Metro Energy
25 Corp. for the Purchase of #2 Heating Oil, upon such terms and conditions
26 substantially similar to those outlined in the Memorandum from John J. Bost to
27 Charlene M. Indelicato/Board of Directors dated November 11, 2015, attached
28 hereto;

29
30 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
31 take such actions and execute such instruments as she deems necessary to
32 effectuate the foregoing; and

33
34 Section 3. that this resolution shall take effect immediately.

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37
38 **NEW BUSINESS ITEM #7**

39
40 The seventh item of new business was the authorization to enter into contract with
41 Corporate Loss Prevention Associates, Inc. for Cultural Center security and building manager.

42
43 Ms. Robinson noted that the use of the Cultural Center has grown greatly and is open
44 twenty-four hours a day. She stated that this agreement is for two security and building managers
45 that would work an eight hour shift each. The term is a six-month period contract with an
46 extension option of another six months.

1 Ms. Indelicato further noted that this is an interim use to determine the effectiveness
2 along with the installation of cameras at a later date. Mr. McManus explained that using Public
3 Safety Department officers would be a waste of limited resources and that this is the current best
4 plan of action.

5
6 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
7 Anderson, Ms. Levendosky, Mr. Kraut, Mr. Polivy and Ms. Smith), the following resolution was
8 ADOPTED:

9
10 **RESOLUTION**

11
12 **AUTHORIZATION TO ENTER INTO CONTRACT WITH**
13 **CORPORATE LOSS PREVENTION ASSOCIATES, INC. FOR**
14 **CULTURAL CENTER SECURITY AND BUILDING MANAGER**
15

16
17
18 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the
19 State of New York (“RIOC”), as follows:

20
21 Section 1. that RIOC is hereby authorized to enter into a contract with Corporate Loss
22 Prevention Associates, Inc. for Cultural Center security and building manager,
23 upon such terms and conditions substantially similar to those outlined in the
24 Memorandum from Gretchen Robinson to Charlene M. Indelicato/Board of
25 Directors dated November 19, 2015, attached hereto;

26
27 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
28 take such actions and execute such instruments as she deems necessary to
29 effectuate the foregoing; and

30
31 Section 3. that this resolution shall take effect immediately.

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34
35 **NEW BUSINESS ITEM #8**

36
37 The eighth item of new business was the authorization to amend the License and
38 Operating Agreement with the Main Street Theatre & Dance Alliance (MST&DA).

39
40 Ms. Robinson noted that the proposed amendment is due to the short term agreement
41 already in place between MST&DA and the Cultural Center that is due to expire on December
42 31, 2015. Ms. Robinson further noted that an extension amendment would be required for the
43 date June 30, 2016 to ensure that the major scheduled productions of the spring proceed
44 uninterrupted.

1 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
2 Anderson, Ms. Levendosky, Mr. Kraut, Mr. Polivy and Ms. Smith), the following resolution was
3 ADOPTED:
4

5 **RESOLUTION**
6

7 **AUTHORIZATION TO AMEND THE LICENSE AND OPERATING AGREEMENT**
8 **WITH THE MAIN STREET THEATRE & DANCE ALLIANCE (MST&DA)**
9

10
11 Section 1. that RIOC is hereby authorized to amend the License and Operating Agreement
12 with the Main Street Theatre & Dance Alliance (MST&DA), upon such terms and
13 conditions substantially similar to those outlined in the Memorandum from
14 Gretchen Robinson to Charlene M. Indelicato/Board of Directors dated November
15 18, 2015, attached hereto;
16

17 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to
18 take such actions and execute such instruments as she deems necessary to
19 effectuate the foregoing; and
20

21 Section 3. that this resolution shall take effect immediately.
22

23 * * *

24
25 **NEW BUSINESS ITEM #9**
26

27 The ninth item of new business was the authorization to amend the license agreement
28 with the Roosevelt Island Garden Club, LTD (RIGC).
29

30 Ms. Indelicato noted that it would be best to table this item until the January 2016
31 meeting because not enough Board Members were eligible to vote due to conflicts of interest.
32

33 * * *

34
35 **NEW BUSINESS ITEM #10**
36

37 The tenth item of new business was the authorization to enter into contract with Sprague
38 Operating Resources LLC for the purchase of gasoline. Mr. Opperman noted that our previous
39 contract with Sprague Operating Resources LLC, to provide RIOC with gasoline, will expire on
40 December 18, 2015. He further noted that OGS approved a new contract with Sprague Operating
41 Resources LLC from December 19, 2015 to December 18, 2016. The recommendation is to
42 approve this contract for \$50,000 and a twenty percent contingency at a total of \$60,000.
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RESOLUTION

AUTHORIZATION TO EXTEND THE CONTRACT WITH
LEITNER-POMA OF AMERICA O&M, INC. FOR OPERATION AND MAINTENANCE OF
THE ROOSEVELT ISLAND AERIAL TRAMWAY

RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York (“RIOC”), as follows:

Section 1. that RIOC is hereby authorized to extend the contract with Leitner-Poma of America O&M, Inc. for operation and normal maintenance of the Roosevelt Island Aerial Tramway, all terms and conditions of the contract between the parties remain in full force and effect except for the modifications outlined in the Memorandum from Susan G. Rosenthal to Charlene M. Indelicato/Board of Directors dated December 1, 2015, attached hereto;

Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to take such actions and execute such instruments as she deems necessary to effectuate the foregoing; and

Section 3. that this resolution shall take effect immediately.

* * *

PRESIDENT’S REPORT

Ms. Indelicato noted that it was a very busy year for the Corporation. She also stated that RIOC would greatly miss the presence of Frances Walton, RIOC CFO, as she had decided to retire from service to the State effective December 4, 2015.

* * *

COMMITTEE REPORTS

OPERATIONS ADVISORY COMMITTEE

Ms. Polivy stated that there was a joint committee meeting with Operations Advisory Committee and the Real Estate Advisory Committee met on November 11, 2015. There was a discussion of a berm in the seawall area around Coler Hospital to protect against floods.

AUDIT COMMITTEE

Mr. Polivy stated that the Audit Committee met on November 3, 2015 to discuss RIOC’s Proposed Budget for Fiscal Year 2015-16 which was passed.

1 GOVERNANCE COMMITTEE

2
3 Ms. Smith stated that the Governance Committee did not meet.

4
5 REAL ESTATE DEVELOPMENT ADVISORY COMMITTEE

6
7 Mr. Polivy stated that the Real Estate Development Advisory Committee met with the
8 Operations Advisory Committee on November 11, 2015 in a joint session. Mr. Polivy further
9 stated that there was another meeting on November 17, 2015 where members who missed the
10 previous joint meeting received updates.

11
12 **PUBLIC SAFETY REPORT**

13
14 Ms. Anderson noted that the Public Safety Report was included in the Board package.

15
16 **FINANCIAL REPORT**

17
18 Ms. Anderson noted that the Financial Report was included in the Board package.

19
20 * * *

21
22 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms.
23 Anderson, Ms. Levendosky, Mr. Kraut, Mr. Polivy and Ms. Smith), the meeting was adjourned
24 at 7:15 p.m.

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27 _____
28 Susan G. Rosenthal, Secretary