

ATLANTIC PALACE CONDOMINIUM ASSOCIATION OWNERS MEETING
DECEMBER 20, 2025
10:00 AM.

AGENDA

1. Waiver Reading of Prior Meeting Minutes 12/14/24 and Approval Minutes from 9/17/25
2. Election:
 - a. Roll Call
 - b. Proof of Notice- Star Ledger & AC Press
 - c. Election Results
3. Treasurer Report
4. Security and Maintenance Report
5. Old Business
6. New Business
7. Legal Counsel Report
8. Adjournment

The Atlantic Palace Condominium Association

Re: Annual Meeting of Unit Owners

December 3, 2025

Dear Unit Owners:

The annual meeting of unit owners of the Atlantic Palace Condominium Association is scheduled for Saturday, December 20, 2025 at 10:00 a.m. at the Atlantic Palace, via Zoom. Zoom information is as follows, unit owners may attend by Zoom videoconference. Meeting ID: 983 185 2492

One Tap mobile+ 16465588656 US(New York)+ 16469313860 US.

The purpose of the meeting is to elect five (5) members to the Board of Trustees, and to conduct such other business as required by the master deed, by-laws, and the attached agenda. The terms of current five (5) incumbents will be expiring.

A Ballot will be sent email on which you or your representative may exercise your right to vote. Unit owners are not required to be present at the meeting to cast their ballots. The by-laws do require that voting be by secret ballot. Therefore, do not sign the ballot. If you are returning your ballot by mail, you are required to sign your name and verify your unit number on the upper left hand side of your envelope.

**PLEASE REMEMBER:
SIGN YOUR NAME AND PLACE YOUR UNIT NUMBER AND WEEK (IF
APPLICABLE) ON THE UPPER, LEFT HAND SIDE OF THE ENVELOPE. MAIL THE
ENVELOPE WITH YOUR ENCLOSED BALLOT TO 60 NORTH MAINE AVE,
ATLANTIC CITY NEW JERSEY 08401. ATTN: LISA ALVAREZ**

On the ballot are the names of all candidates who have been nominated. You may vote for 5 candidates. The ballot will be sent via email. Please email back to chrisi@60north.net.

Only unit owners in good standing are entitled to vote/run at the meeting. See, Bylaw 3.14.

The order of business at the annual meeting shall be as required in Bylaw 3.18.

The first meeting of the newly elected Board of Trustees shall be held immediately upon adjournment of the annual meeting of the unit owners.

Very Truly Yours,

Board of Trustees
Atlantic Palace Condominium Assoc.

1507 Boardwalk • Atlantic City, NJ 08401 • (609) 345-4220 • Fax (609) 345-3621

ATLANTIC PLACE CONDOMINIUM ASSOCIATION
BOARD MEETING MINUTES
WEDNESDAY September 17th, 2025
4:00 P.M.

ROLL CALL - BOARD MEMBERS:

Chris Ibone, President	by zoom
Nicholas Rudolph, Vice President	by zoom
Dina Berrios, Treasurer	by zoom
Roxanne Passarella, Trustee	by zoom
Douglas Carr, Trustee	by zoom
Charles Nugent, Counsel to Assoc.	Absent

ROLL CALL - MANAGEMENT:

Jim Pullan, Security Director - Present
Marco Oliveira – Director of Facilities/New GM- Present

CALL TO ORDER:

The President, Mr. Chris Ibone, called the meeting to order at 4:07 p.m. in accordance with the Open Meetings Act.

ADOPTION OF MINUTES:

Mr. Ibone stated that the first item to discuss is to approve the June 11, 2025 meeting minutes.
Ms. Passarella made the motion
Mr. Rudolph second, accepting all I's no Nays

TREASURER'S REPORT:

Mr. Ibone presented the Report as of March 31st, 2025

Profit and Loss Statement year to date

Condominium Fees net of allowance is \$2,253,641 versus a budget \$2,253,636 surplus balance of \$5.
Other revenues \$101,700 compared to budget \$98,701 surplus balance of \$2,999.
Expenses fees and all departments \$2,052,987 versus the budget of \$1,898,636 deficit variance of \$154,351.

Reserve Expenditures to date were \$4,854 vs a Budget of \$556,500 a surplus balance of \$551,916.
Year to date September actual surplus \$308,135 versus a budget of (\$88,680) we are favorable to budget \$396,815.

Balance Sheet as of July 31st:

Assets -Operating/Reserve cash and cash equivalents about \$333,094; receivables net of allowance for doubtful accounts is \$118,316; due to from affiliates \$1,012,276; prepaid expenses \$220,196; fix PP&E net \$218,323. Total assets \$1,902,205.

Liabilities – Accounts Payable and Accrued expenses \$50,522; Due to Affiliate entities \$133,820; Other Liabilities \$1,283,559 that consists of the remaining Constellation loan payable & Johnson Control loan payable. Total Liabilities \$1,902,205, inclusive of fund balances.

Cash Summary as of **07/31/25**:

General Business Account – TD Bank \$41,019

Minus Accounts Payable Trade (\$70,892) payable posted not yet paid

Available Operating Balance (Hypo) (\$39,283)

Capital Reserve – TD Bank \$38,052

Capital Reserve-Morgan Stanley, Smith Barney \$257,997

Total Reserve Funds \$296,049

Total of all current Funds \$256,766 (Hypo)

Reserve standing as of **07/31/25**:

Reserve funds Balance \$296,049 leave us with a reserve balance of \$296,049.

Constellation loan payment balance August thru December \$64,350; Johnson Control August thru December \$163,209;

pending reserve deposit \$903,083 from 2024, Anticipated Reserve deposit additional \$954,000 for 2025 anticipated Reserve Balance at 07/31/2025 \$1,918,573.

SECURITY REPORT:

Mr. Pullan gave the report stating:

FIRE SYSTEM: So far the new fire system is working as intended and has cut down on unnecessary alarms and maintenance issues . Since the completion of the new fire system we have had 73 smoke alarms and 0 common alarms with Fire Department response.

ELEVATOR ISSUES: So far in 2025 security has handled 25 elevator related issues and 9 elevator entrapments .

REPORTED INCIDENTS: So far in 2025 security has handled 644 total incidents. This includes noise complaints, domestics, trespassers, theft report, vehicle damage complaints, guest medical issues, elevator issues, assisting guests etc... AC Police responded 27 times so far this year. Many are repeat offenders, there has been increases in theft from vehicles parked in the lot next door. We had a trio of guests, getting in mainly from Boardwalk, looking for units to stay in (doors open). They have been given trespasser warnings. Have not seen in over 2 months.

RISK MANAGEMENT RELATED ISSUES: Two still pending from 2024 (slip & pool area) & rope from window washer.

PARKING PASSES: Security has issued approximately 11000 passes since the beginning of the year. Avg. 300 per week due to short term rentals.

VISITORS/DELIVERIES: Since the beginning of this year Security has dealt with approximately 133 visitors going up to guest rooms and approximately 532 contractors, deliveries and other non-guests coming into the building. (Housekeepers and subs for AirBNB units, and rise in occupancy)

LOST AND FOUND: So far in 2025 security has taken in 416 lost and found items. Returned 30. Give backs have been done this year 2-3 times.

MIWA LOCK SYSTEM: The Miwa lock system is working well so far. We have decreased the number of lock related incidents so far this year.

DESIGN AND MAINTENANCE REPORT:

Mr. Oliveira gave the maintenance report:

Marco reported on the update of the fire system. He discussed maintenance issues, particular HVAC and elevators in specific areas of the building. The Board moved to approve the \$15,000 for a burner replacement on the Camus 2 Boiler. We did discuss the unit ~30k for HVAC on Floor 2, nothing approved at this time

Other:

- Elevators and their Age/Future
- RSIOA Intercompany – payment monthly occurs
- Reserve funding and expenditure discussion
- Bylaw changing for delinquent, the 3 month rule unacceptable
- 90k unit owed. Discussion on this.
- Much improved collections effort
- Planning New system for coupons/payments
- 2026 Budget was officially approved
- Reserve Deposit/Planning based on New Law multi-year plan

LEGAL REPORT:

Mr. Ibone – No Pending Claims or Litigation, that he is aware of. Mr. Nugent was absent.

ADJOURNMENT:

Ms. Berios made a motion to adjourn
Mr. Rudolph second, motion carries.

Meeting adjourn 5:10pm

Atlantic Palace Condominium Owners Association
Profit and Loss Statement
For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Maintenance Fees						
Condominium fees	321,948	321,948	0	3,219,487	3,219,480	7
Allowance for uncollectible fees	(25,462)	(19,317)	(6,145)	(199,162)	(193,170)	(5,992)
Inter-entity COA fees	20,781	21,334	(553)	207,808	213,340	(5,532)
Maintenance Fees net	317,267	323,965	(6,698)	3,228,133	3,239,650	(11,517)
Other Revenues						
Phone cable fees	11,727	11,621	106	117,270	116,210	1,060
Late fee income	0	200	(200)	0	2,000	(2,000)
Other income	4,426	1,767	2,659	28,185	24,456	3,729
Total Revenues	333,420	337,553	2,659	3,373,588	3,382,316	(8,728)
Expenses						
Management fees	9,367	9,367	0	93,670	93,670	0
Administration	71,234	78,716	7,482	775,705	792,910	17,205
Security	56,056	60,735	4,679	566,089	607,350	41,261
Pool	233	2,475	2,242	54,871	74,225	19,354
Housekeeping	27,656	25,901	(1,755)	240,287	249,858	9,571
Guest Relations	15,288	14,990	(298)	148,244	149,900	1,656
Maintenance	51,003	39,619	(11,384)	529,410	397,090	(132,320)
Utilities	5,861	38,417	32,556	473,546	405,170	(68,376)
Total Expenses	236,698	270,220	33,522	2,881,822	2,770,173	(111,649)
Income from operations	96,722	67,333	29,389	491,766	612,143	(120,377)
Reserve	4,670	79,500	74,830	30,579	795,000	764,421
Net Income / (Loss)	92,052	(12,167)	104,219	461,187	(182,857)	644,044

Atlantic Palace Condominium Owners Association
Departmental Statement
General Administration
For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	3,167	3,236	\$69	38,738	32,360	(\$6,378)
Payroll tax	282	1,000	718	3,635	10,000	6,365
Group insurance	6	200	194	137	2,000	1,863
Workers comp	1,357	1,583	226	12,842	15,830	2,988
Staffing Expenses	4,812	6,019	1,207	55,352	60,190	4,838
Cable Television	6,937	3,250	(3,687)	65,925	32,500	(33,425)
Computer Support	0	1,100	1,100	2,003	11,000	8,997
Computer Supplies	0	0	0	0	900	900
Bank and credit card fees	247	0	(247)	1,723	0	(1,723)
Dues and Subscriptions	0	0	0	105	0	(105)
Employee Relations	100	25	(75)	846	250	(596)
Internal Communications	0	79	79	0	790	790
Legal Fees	0	150	150	0	1,500	1,500
Licenses and Taxes	21	0	(21)	2,250	4,550	2,300
Owner Administration	0	0	0	0	300	300
Postage	35	50	15	70	500	430
Professional Fees	0	50	50	5,300	500	(4,800)
Equipment Rental	798	0	(798)	5,138	0	(5,138)
Office Supplies	0	125	125	210	1,250	1,040
Telephone	1,047	3,083	2,036	31,370	30,830	(540)
Accounting/Audit Fees	1,000	1,000	0	10,000	10,000	0
Service Contracts	0	1,415	1,415	50	14,150	14,100
Depreciation	2,875	2,875	0	28,750	28,750	0
Federal Income Taxes	0	0	0	2,748	0	(2,748)
State Tax	2,780	0	(2,780)	2,781	0	(2,781)
Property Tax	2,592	2,875	283	26,806	28,750	1,944
General Liability Insurance	47,990	56,620	8,630	534,278	566,200	31,922
Total Expenses	71,234	78,716	7,482	775,705	792,910	17,205

Atlantic Palace Condominium Owners Association
Departmental Statement
Security

For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	\$49,145	\$53,209	\$4,064	\$488,857	532,090	\$43,233
Payroll tax	4,283	5,217	934	44,915	52,170	7,255
Group insurance	1,800	1,317	(483)	19,188	13,170	(6,018)
Staffing Expenses	55,228	59,743	4,515	552,960	597,430	44,470
Computer supplies	0	100	100	266	1,000	734
Employee relations	0	50	50	2,408	500	(1,908)
Internal communications	0	167	167	0	1,670	1,670
Printing	0	0	0	2,824	0	(2,824)
Security expense	693	375	(318)	5,064	3,750	(1,314)
Supplies office	135	100	(35)	2,443	1,000	(1,443)
Supplies office	0	0	0	124	0	(124)
Uniforms	0	200	200	0	2,000	2,000
Total Expenses	56,056	60,735	4,679	566,089	607,350	41,261

Atlantic Palace Condominium Owners Association
Departmental Statement
Safety / Pool
For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	\$214	\$1,320	\$1,106	\$39,711	57,395	\$17,684
Payroll tax	19	155	136	3,834	5,330	1,496
Staffing Expenses	233	1,475	1,242	43,545	62,725	19,180
Hospitality	0	0	0	750	0	(750)
Licenses and taxes	0	0	0	175	0	(175)
Uniforms	0	0	0	406	450	44
Swimming pool	0	1,000	1,000	9,995	11,050	1,055
Total Expenses	233	2,475	2,242	54,871	74,225	19,354

Atlantic Palace Condominium Owners Association
Departmental Statement
Housekeeping
For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	\$18,876	\$19,694	\$818	\$167,211	187,788	\$20,577
Payroll tax	1,689	1,917	228	15,648	19,170	3,522
Group insurance	3,558	1,833	(1,725)	24,773	18,330	(6,443)
Other benefits	0	67	67	0	670	670
Staffing Expenses	24,123	23,511	(612)	207,632	225,958	18,326
Employee relations	0	250	250	0	2,500	2,500
Internal communications	0	50	50	0	500	500
Supplies operating	3,533	1,915	(1,618)	31,046	19,150	(11,896)
Uniforms	0	50	50	728	500	(228)
Appliance repair	0	125	125	0	1,250	1,250
Service contracts	0	0	0	881	0	(881)
Total Expenses	27,656	25,901	(1,755)	240,287	249,858	9,571

Atlantic Palace Condominium Owners Association
Departmental Statement
Guest Services

For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	\$10,525	\$9,768	(\$757)	\$91,349	97,680	\$6,331
Payroll tax	945	938	(7)	8,557	9,380	823
Group insurance	3,714	3,517	(197)	41,655	35,170	(6,485)
Staffing Expenses	15,184	14,223	(961)	141,561	142,230	669
Employee relations	0	250	250	0	2,500	2,500
Internal communications	0	50	50	0	500	500
Equipment rental	0	0	0	2,112	0	(2,112)
Supplies office	0	0	0	977	0	(977)
Supplies operating	0	400	400	2,562	4,000	1,438
Uniforms	0	67	67	0	670	670
Service contracts	104	0	(104)	1,032	0	(1,032)
Total Expenses	15,288	14,990	(298)	148,244	149,900	1,656

Atlantic Palace Condominium Owners Association
Departmental Statement
Maintenance

For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Salaries	\$19,318	\$17,806	(\$1,512)	\$192,000	178,060	(\$13,940)
Payroll tax	1,609	1,833	224	17,323	18,330	1,007
Group insurance	3,423	1,702	(1,721)	46,007	17,020	(28,987)
Other benefits	2,966	55	(2,911)	7,471	550	(6,921)
Employee meals	741	0	(741)	3,304	0	(3,304)
Staffing Expenses	28,057	21,396	(6,661)	266,105	213,960	(52,145)
Dues and Subscriptions	0	0	0	916	0	(916)
Employee Relations	0	375	375	0	3,750	3,750
Hospitality	0	0	0	400	0	(400)
Internal Communications	0	100	100	357	1,000	643
Licenses and Taxes	0	0	0	510	0	(510)
Repairs and Maintenance	0	87	87	0	870	870
Supplies	843	1,100	257	3,994	11,000	7,006
Training and Education	0	50	50	0	500	500
Uniforms	0	45	45	0	450	450
Building	1,577	2,333	756	44,806	23,330	(21,476)
Curtains and draperies	0	83	83	0	830	830
Electrical Equipment	0	0	0	127	900	773
Elevators	13,404	833	(12,571)	51,569	8,330	(43,239)
Engineering Supplies	0	200	200	0	2,000	2,000
Flooring	0	50	50	0	500	500
Furniture	0	0	0	1,845	0	(1,845)
Grounds and landscaping	0	100	100	3,093	1,000	(2,093)
HVAC Equipment	0	1,417	1,417	23,689	14,170	(9,519)
Light bulbs	0	100	100	0	1,000	1,000
Major Maintenance	0	2,083	2,083	25,001	20,830	(4,171)
Mechanical Equipment	0	500	500	2,581	5,000	2,419
Painting and Decorating	56	167	111	326	1,670	1,344
Plumbing	717	2,500	1,783	28,645	25,000	(3,645)
Service Contracts	5,154	4,750	(404)	54,115	47,500	(6,615)
Signs	0	100	100	0	1,000	1,000
Telephone Repairs	0	0	0	829	0	(829)
Telephone Repairs	0	0	0	1,694	0	(1,694)
Waste Removal	1,195	1,250	55	11,099	12,500	1,401
Water	0	0	0	7,709	0	(7,709)
Total Expenses	51,003	39,619	(11,384)	529,410	397,090	(132,320)

Atlantic Palace Condominium Owners Association
Departmental Statement
Utilities

For the Ten Months Ending October 31, 2025

	Actual	October Budget	Variance	Actual	YTD Budget	Variance
Expenses						
Power	(\$11,562)	\$14,000	\$25,562	\$174,975	144,000	(\$30,975)
Gas	3,213	4,000	787	82,811	57,000	(25,811)
Sewer	14,210	13,750	(460)	142,098	137,500	(4,598)
Water	0	6,667	6,667	73,662	66,670	(6,992)
Total Expenses	5,861	38,417	32,556	473,546	405,170	(68,376)
	=====	=====	=====	=====	=====	=====

Atlantic Palace Condominium Association, Inc.

Balance Sheet

October 31, 2025

-INTERNALLY PREPARED-

ASSETS

Cash and Cash Equivalents	\$188,956
Assessments Receivable - Net of Allowances for Doubtful Accounts of \$506,821	96,945
Due from Affiliated Entities	1,145,514
Prepaid Expenses	152,715
Property, Equipment, Furnishings, net	209,698
TOTAL ASSETS	\$1,793,828

LIABILITIES AND FUND BALANCES

LIABILITIES

Accounts Payable and Accrued Expenses	\$134,759
Due to Affiliated Entities	(8,537)
Other Liabilities	1,098,138

TOTAL LIABILITIES 1,224,361

FUND BALANCES 569,467

TOTAL LIABILITIES AND FUND BALANCES **\$1,793,828**

Atlantic Palace Condo Association, Inc.

CASH SUMMARY

As of 10/31/2025

TD Bank Operating Account:	\$95,657
Total Operating Funds:	95,657
Less A/P Trade:	(116,635)
Available Operating Balance (Hypo):	(20,978)
TD Bank Capital Reserve:	93,299
Morgan Stanley Reserve:	0
Total Reserve Funds:	93,299
Grand Total Funds (All):	188,956

*Note: Balances vary on timing

APCOA RESERVE STANDING

as of 10/31/2025

Balance Morgan Stanley Capital	\$0.00
Balance TD Reserve Fund	<u>\$95,657.00</u>
TOTAL RESERVE FUNDS BALANCE	\$95,657.00
APPROVED FUND EXPENSE 2024/25:	
Pending Projects (Boiler Burner):	
Approved but not complete	(\$15,000.00)
RESERVE BALANCE THRU 3/03/2025	<u>\$80,657.00</u>
CONSTELLATION - MECHANICAL PROJECTED LOAN PAYMENT thru Dec	(\$25,740.00)
Johnson Control - fire system loan thru Dec	(\$65,283.50)
Pending reserve deposits 2024 Owed	\$903,083.00
Pending reserve deposits 2025 Owed	\$954,000.00
ANTICIPATED DEPOSITS thru DECEMBER 25'	<u>\$0.00</u>
POTENTIAL RESERVE BALANCE at 12/31/2025	<u><u>\$1,846,716.50</u></u>

Security department report December 20 ,2025

- 1. Fire system** The new Johnson Control fire system is working as intended and is cutting down on the amount of smoke alarms and common alarms that we have . To date we have had a total of **eighty four** fire system related issues smoke alarms . We still have occasional issues with new abnormalities or troubles that come on the system. We work with Johnson control to get a handle on what these issues are when they occur .

- 2. Elevator issues** : So far in 2025 security has handled **34** elevator related issues . and **12** elevator entrapments .

- 3. Reported incidents** : So far in 2025 security has handled **838** total incidents . This includes noise complaints, domestics, evictions, trespassers, theft reports , assisting guests , , elevator issues , vehicle damage complaints , guest medical issues , maintenance related issues and other issues. **Atlantic City Police department has responded to the building forty four times so far this year regarding incidents** . We have had an increased number of trespassers in the building with **fifty two** so far this year . Many are repeat offenders who despite defiant trespass warnings continue to try to access the building . During the winter months and extreme cold weather the number of trespassers trying to get into the building increases. We recently had one individual who managed to get in the building on multiple occasions. He was given a defiant trespass warning and trespass complaints were signed against him the second time he was caught by security . This individual like the ones we had issues with earlier in the year goes thru the building and looks for open or unlocked doors. That group of three individual's from earlier in the year have not been seen in the building for several months .

We post photos of the known trespassers in the security office , at the lobby security desk and in housekeeping office , this has helped cut down on repeat offenders.

We have also had an increased number of incidents in the flat lot this year with a total fifteen reported . six of these incidents involved thefts from vehicles.

4. Risk management related issues : . We have one pending lawsuit file for a quest reportedly being hit by a rope from a window washer while walking in the porte-cochere. Thats being handled by the attorney assigned by our insurance company .

5 Parking passes:. Security has issued approximately 15,000 _passes since the beginning of the year . Average for the year is approximately 300 passes per week issued . The number has increased due to the large amount of private owners renting their units .

6. Visitors / deliveries : Since the beginning of this year Security has dealt with approximately 159 visitors going up to guest rooms and approximately **640** contractors , deliveries and other non- guests coming into the building . That number has increased due to the increased occupancy in the building .

7. Lost and found : so far in 2025 security has taken in 496 lost and found items. Security has also returned approximately 40 items to the owners either directly or via UPS . Three lost and found give backs to housekeepers have been done so far this year .Another one will be done in January of next year .

8 . **MIWA lock system** . The MIWA lock system is working well so far .We have a decreased number of lock related incidents so far this year . We have had an increased number of lost/missing staff keys from housekeeping . Housekeeping management is working on that issue .

9. **Patrol logs** , we instituted a patrol log that we do several times a week to document unsecured doors and maintenance related issues . Copies of these logs are given to the General manager so he can deal with the maintenance related issues . Information regarding the unsecured doors is shared with the housekeeping supervisors.

Atlantic Palace Condominium

Meeting Dates

2026

DATE	TIME	TYPE	LOCATION	DAY OF WEEK
March 11, 2026	4:00 P.M.	Board	Zoom	Wednesday
June 10, 2026	4:00 P.M.	Board	Zoom	Wednesday
August 01, 2026	4:00 P.M.	Budget	Zoom	Wednesday
September 16, 2026	4:00 P.M.	Board	Zoom	Wednesday
December 19, 2026	10:00 A.M.	Board Annual	Hybrid Hybrid	Saturday Saturday

ATLANTIC PALACE CONDOMINIUM ASSOCIATION
ELECTION OF FIVE BOARD MEMBERS OF THE BOARD OF TRUSTEES

BALLOT

Please check five candidates:

1. Berrios, Dina (I) _____
2. Carr, Douglas (I) _____
3. Ibone, Christopher (I) _____
4. Rudolph, Nicolas (I) _____
5. Passarella, Roxanne (I) _____

*(I) - Incumbent

Please enclose the ballot in your envelope. Please make sure that the outside of the envelope is signed by the unit owner and or representative, and the unit appears next to the signature.