



What Happens If You Overpay your Parking Tickets IN the City of Syracuse

Read this AUDIT To Find Out!!



City of Syracuse Parking Violations Bureau Performance Audit



Submitted to:

Mayor Ben Walsh

And

Hon. Members of the Syracuse Common Council

June 2, 2023

Nader P. Maroun

City of Syracuse Auditor

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Introduction:

On February 28, 2023, the Office of the City Auditor (Auditor) began a Performance Audit of the Parking Violations Bureau (PVB) –General Ordinance No. 1- 2003 (see **Appendix A**) in the timeframe of July 2017, to May 2023, with the possibility of increasing this timeframe depending on findings made during the audit process (see **Appendix B** and **Appendix C**).

This Performance Audit examines:

1. Internal controls
2. Compliance with statutory requirements
3. Record-keeping efficiency
4. Interactions with the public and relationships with other departments and organizations central to its business
5. Collections productivity

To ensure that this performance audit has a reasonable foundation for the evaluations and conclusions regarding the functions under examination, timely and complete cooperation is required from the administrators and other staff of the audit's subject.

It is important to understand that the PVB serves both as a revenue source for the City of Syracuse and its taxpayers as well as a tool to promote public safety and convenience. Except for overtime parking tickets, each of the other violations handled by the PVB such as odd/even, parking too close to the intersection, parking in a bus stop, handicapped space or near a fire hydrant, etc. relate to safety.

People who park on the wrong side of the road hinder snow plowing, emergency vehicles' access and impede the ability of residents to have safe access and egress to their driveway. Parking too close to the intersection makes turning difficult and dangerous for other motorists. The bus stop, handicapped space and fire hydrant violations are self-evident in their danger to the public. Overtime parking violations, while not a direct safety hazard, do adversely affect the convenience of customers, clients, and vendors by occupying a parking space for longer than the permitted time.

Parking tickets and their associated fines and penalties provide the only legal disincentive to this behavior. It is the PVB's responsibility to fairly administer these tickets and penalties to help create a safer environment on the City's streets and to provide a non-tax revenue source for the citizens of Syracuse.

The management of the City of Syracuse, New York is responsible for the ongoing effort to establish and improve upon essential practices, policies, and performance to the benefit of the City's Taxpayers. This duty includes establishing and maintaining an internal control structure to provide reasonable assurance that all applicable rules and regulations are observed, and that all appropriate corrective action is taken in response to audit findings.

The information contained in this performance audit is intended solely for the Mayor and the Common Council. However, this report will become a public record, available at the City of Syracuse Department of Audit and on the City's website. The Department of Audit would like to thank the Parking Violations Bureau staff and the Commissioner of Finance who cooperated with this performance audit.

Certain terms that are used in this performance audit may be unfamiliar to the general reader. To make these words meaningful to a wide audience, here are some terms that bear some need of clarification:

Scofflaw – a person who routinely or repeatedly violates the law, especially one who fails to pay debts. In the context of this performance audit, this term also refers to unpaid tickets that are issued to such people.

Contested - If a motorist wishes to dispute a ticket within 90 days of its issuance, that person may contest it through the hearing process (either live or through correspondence).

Appeal—An appeal, on the other hand, is what a motorist may file if unhappy with the result of the hearing. An appeal is conducted by a panel of three hearing examiners, none of whom were involved in the initial hearing. At an appeal, the task of the panel is to evaluate whether the original decision was correct, *not* to consider any new evidence that was not introduced at the initial hearing.

Dropbox – There is a *drop box* on the Market Street side of City Hall that people may use to make any sort of payment to the City, including for parking tickets. Such payments are posted on the business day immediately prior to the day they are removed from the box. Any late penalties that may have accrued over a weekend or holiday are removed prior to the posting of the payment.

Lockbox - A *lockbox* is a service provided by a bank whereby a person may send a check or money order to a post office box number; bank personnel collect such payments, attribute them to specific ticket numbers and send a digital file to the PVB with the postmark date on the envelope as the posting date. The payments are deposited into the proper account at this bank.

Skeletal Payments – Skeletal payments are monies received, typically without an accompanying ticket or reminder letter, therefore, they are not attributed to any ticket number. They are deposited but await attribution to a specific ticket or plate number.

Invoice Cloud – This is a method for making payment to a municipality through the Internet using credit or debit cards.

Objectives:

- 1.) Examine status and trends in the PVB's revenue generation
- 2.) Up to date, accurate and compliant record-keeping
- 3.) Booting and towing productivity
- 4.) Compliance with any internal control documents
- 5.) Local Ordinances and New York State laws
- 6.) Determine the effectiveness of current procedures of operation
- 7.) Make recommendations, where pertinent, for improvement in efficiencies and to ensure compliance with local and New York state laws-

Methodology:

The information included in this performance audit comes from reports from the Automated Issuance Management System (AIMS) (see **Appendix D**) video interviews with the current Commissioner of Finance, and the current Director of the PVB, subsequent question-and-answer email sessions with the current Director of the PVB, personal visits to the Finance Department and the PVB, an interview with a senior hearing examiner, telephone and email interviews with PayLock (see **Appendix E**) staff, the IT support of EDC –the company that developed AIMS, the PayLock website, telephone and email interviews with Law Department collections staff, telephone and email interviews with the New York State Parking and Transportation Association (NYSPTA) members, the City of Syracuse website, and Department of Motor Vehicles (DMV) websites.

Some statistics in this Performance Audit represent annual totals of revenue, issued tickets, adjudications, (all from reports generated through AIMS) and booted vehicles (from PayLock). Other statistics come from the current Director of the PVB, the PayLock website, and the DMV. Where applicable, appendices will contain original source documents.

Scope:

The scope of this performance audit entailed reviewing the PVB collection activities, and procedural manuals that may exist, immobilization of scofflaw (see definition, page 2) vehicles, record-keeping, and proper attribution of payments received during the audit period (July 2017 – May 2023).

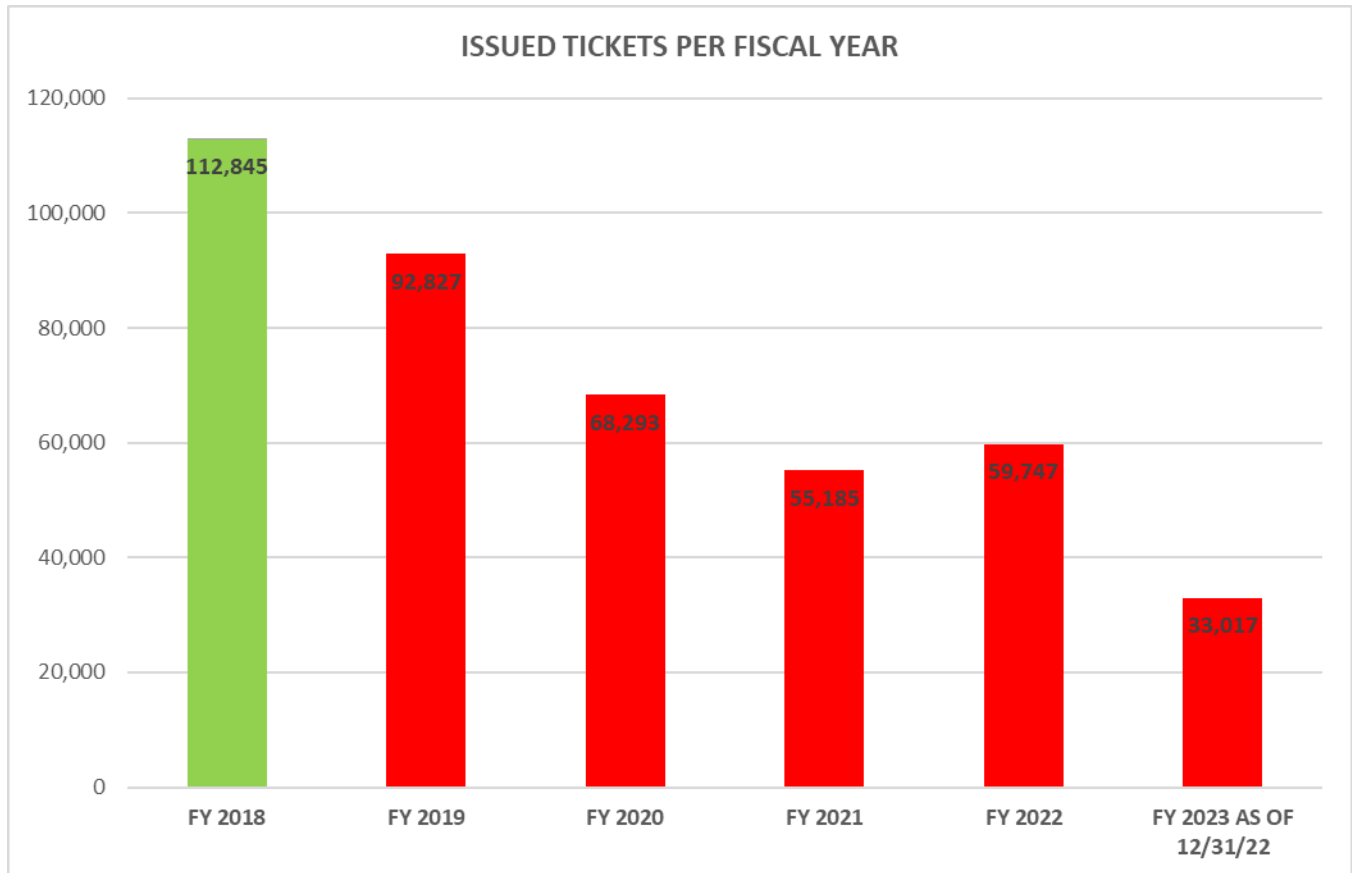
Background:

The City of Syracuse PVB keeps records of parking violations issued within its jurisdiction, collects payments toward those violations through the scofflaw booting program, Internet payments and the physically-adjacent City Hall Payment Center, keeps records of those payments, inputs handwritten tickets into the database devoted to this purpose (AIMS) , adjudicates tickets contested by the motorist through both live and *ex-parte hearings*, and handles appeals of the decisions rendered in those hearings. In Syracuse, the PVB does **NOT** issue tickets or maintain parking-related infrastructure like signage, pay stations and meters, pavement markings and city-owned garages.

Tickets are issued primarily by members of the Syracuse Police Department (SPD). Parking enforcement officers (PEO) are SPD employees (anachronistically called “meter maids” or “parking checkers”) who typically issue tickets printed from a hand-held device that keeps a digital record of the ticket as well as any supporting photographic evidence; the printed ticket is placed on the ticketed vehicle. At the end of shift, data from these devices is uploaded into AIMS.

Police officers and Community Service Officers (CSO) – primarily from the SPD – issue handwritten tickets where the carbon copy is placed on the vehicle while the original is brought to the PVB for data inputting to AIMS. A few handwritten tickets are issued by Sheriff Deputies and other law enforcement agencies. Parking infrastructure is maintained by the Department of Public Works (DPW) and the Engineering Department.

Table 1



As shown in Table 1 above, ticket issuance declined precipitously during the term of this audit. Even if the first six months' total of the current FY is extrapolated, it would still be just under 50% of the first year's total.

While the actual issuance of tickets is not done by the PVB, this activity dramatically affects the function and productivity of this bureau. Since it is not reasonable to attribute the steep decline in issued tickets to exceptional improvement in motorists' behavior, it strongly suggests that a renewed attention to enforcement of New York State vehicle and traffic law (VTL) and City ordinances by the local law enforcement agencies would result in safer conditions on our streets and greater non-tax-based revenue.

These figures came from reports run through AIMS (see **Appendix F**). Any future collections-focused staff in the PVB could become aware of such trends and alert the Administration to the need to address a dramatic decrease as shown above before it reached such levels. Central to such awareness is the production of AIMS reports like these on a regular basis (perhaps daily or, at a minimum, weekly).

Ticket issuance is **NOT** performed by the Syracuse PVB, but examining the process holistically, it needs to be addressed by the Administration to restore previous PVB- generated revenue.

During the initial years of this audit period, the PVB referred certain scofflaw tickets to the Law Department for legal collections of tickets in judgment status. By the time the PVB merged with the Bureau of Administrative Adjudication in July of 2021, this practice had stopped.

Prior to the merger of the PVB with the Bureau of Administrative Adjudication (BAA), there were staff members who were dedicated to the task of proactive scofflaw collections. In the current staffing configuration, this is not the case. In the budget hearing on April 26, 2023, the current Director of the PVB seemed to recognize the need for additional staffing (see **Appendix G -- PVB Budget Request**).

The PVB has statutory annual reporting requirements (**Gen. Ord. No. 1-2003, 1-6-03; Sec. 15-32 C, Q**) (See **Appendix H**) related to the number of tickets issued, revenue collected, outstanding debt owed to the city through unpaid and underpaid tickets and other information related to the performance of the PVB. This report is to be presented to the Common Council each September following the Fiscal Year (FY) ending the previous June 30.

The commissioner shall provide to the mayor and common council annually in September of each year, commencing in 2004, a report summarizing the activities of the parking violations bureau for the prior fiscal year, including but not limited to an overall evaluation of the operation, number of tickets and notices issued, hearings held, appeals requested, and revenue generated.

When a motorist wishes to contest a ticket, they may have a live hearing or an *ex-parte* hearing. Hearings are conducted by Senior Hearing Examiners, Supervising Hearing Examiners, and the Director of the PVB.

Below is a table of the number of adjudications performed by the hearing examiners of the PVB for the five complete fiscal years within the audit period and totals of the dispositions:

Table 2

Adjudications of Contested Tickets by Fiscal Year

Status	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
	#	%	#	%	#	%	#	%	#	%
Adjudications	17,904		11,809		7,989		5,221		5,964	
Decisions	17,904		11,809		7,989		5,221		5,947	
Pending	0		0		0		0		17	
Approved	9,664	54%	5,350	45%	3,643	46%	2,496	48%	2,738	46%
Partial Approval	4,043	23%	3,083	26%	2,128	27%	1,177	23%	1,332	22%
Denied	4,197	23%	3,376	29%	2,218	28%	1,548	30%	1,877	31%

The verdicts show no substantial five-year trend with approvals varying within a 9% range and denials within the same range. However, there is an overall downward trend in the number of adjudications performed. FY 2018 saw 17,904 adjudications; FY 2022 had 5,964 – approximately one third of the initial year. Naturally, this is beyond any influence the PVB may have; if motorists aren’t contesting tickets, the hearing examiners cannot adjudicate them.

The drop in adjudications parallels a drop in the number of tickets issued: in FY 2018, there were 112,845 tickets issued according to AIMS; in FY 2022, there were 59,747 tickets issued – a decrease of more than 50% (see Table 1 above, and **Appendix F**).

Auditor Note: For a motorist to appeal a hearing examiner’s decision, the appellant must post a bond equal to the amount of the verdict decided by the hearing examiner to perfect the application for appeal. This is an improvement on the previous practice of allowing an appeal without posting such a bond. Requiring the bond discourages frivolous appeals and saves taxpayers the cost of paying four senior hearing examiners each \$125/hour to hear them.

Administration Response – General Contextual Comments

Thank you for the opportunity to respond to the recommendations made in the referenced audit.

Three contextual comments seem appropriate before providing specific responses.

First, the functions and operations of the Parking Violations Bureau (PVB) have evolved considerably in the last few years. It is difficult to respond to a performance audit of the PVB in isolation, that is, without considering the entire parking violations process. The current operating model requires integrated effort from five departments, each playing a critical role:

- PVB office: Adjudication of tickets*
- CPC: Processing of payments; collections*
- SPD: Issuance of tickets*
- DPW: Signage/Meter Maintenance*
- Law Dept: Collections on remaining parking judgments*

Second, the audit does not consider or reference the impact of the COVID 19 Public Health Emergency. At the onset of COVID, Mayor Walsh issued a temporary suspension of metered parking, overtime parking ticketing, booting and payment plan payments in conjunction with NYS on PAUSE Executive Order (E.O.). As the audit period includes the entirety of the COVID pandemic it is imperative to review several additional years prior to the audit period as well as the beginning of 2023 through the end of the audit period (May 2023).

Finally, although the initial Audit period was July 1, 2017, through December 31, 2022, an Audit Engagement Memorandum dated April 18, 2023, extended the audit period to June 2017 through May 2023. Some of the data evaluated within the audit was only reviewed through the initial end date of December 31, 2022. Where applicable, the Administration provides additional data in this response to cover the extended audit period through May 19, 2023.

For example, we believe the tables in the “Background” section of the audit, without proper context, can be confusing. Below is some additional context that clarifies the circumstances during the extended period of audit.

Table 1: Issued Tickets Per Fiscal Year

As previously noted, the analysis of ticket issuance during the audit period fails to consider or reference the impact of COVID. At the onset of COVID, the Mayor issued a temporary suspension of metered parking, overtime parking ticketing, booting and payment plan payments in conjunction with NYS on PAUSE Executive Order (E.O.). As the audit period includes the entirety of the COVID pandemic it is imperative to review several additional years prior to the audit period as well as the beginning of 2023 through the end of the audit period (May 2023).

FY 18 appears to have been an anomaly with higher-than-average tickets issued - 112,845. FY 17 had 92,074 tickets issued and FY 16 had 87,243 tickets issued. When viewing ticket issuance in this context, the 92,827 tickets issued in FY 19 can be viewed as on par with prior years and not a decline.

Table 1 reflects 33,017 tickets issued in FY 23 through 12/31/22. If that period is expanded to 5/19/23 that number increases to 59,471 which is closely approaching FY 22 (59,747).

The Administration believes that the temporary decline in tickets was directly related to COVID. All relevant City departments and staff have been aware of the temporary decrease in ticketing and have been working diligently to restore ticketing and revenue to pre-pandemic levels within the constraints of local/state laws and City vehicle traffic.

Auditor's Response: The Auditor is aware of the COVID disruptions. However, businesses began opening in late 2020; the Parking Ticket Amnesty program occurred in September of 2020; in effect, the entire business world began to reopen in late 2020. In FY22 (well after COVID restrictions were largely lifted), the issued tickets were 59,747 – still approximately 32,000 fewer than in FY 19.

Table 2 – Adjudications of Contested Ticket by Fiscal Year

As noted under the Administration's response to Table 1, the analysis of adjudications of contested tickets during the audit period fails to consider or reference the impact of COVID. As the audit period includes the entirety of the COVID pandemic it is imperative to review several additional years prior to the audit period as well as the beginning of 2023 through the end of the audit period (May 2023).

Generally, more tickets equate to more adjudications of contested tickets. FY 18 had a higher volume of tickets (112,827) equating to a higher volume of adjudications (17,904). FY 17 had 92,074 tickets and 13,601 adjudications broken down to 6,726 approved (50%), 3,325 partials approved (24%), 3,550 denied (26%). FY 16 had 87,243 tickets and 15,363 adjudications broken down to 7,974 approved (52%), 3,451 partials approved (22%), 3,938 denied (26%).

Table 1 reflects 5,964 adjudications of contested tickets in FY 23 through 12/31/22. If that period is expanded to 5/19/23 that number increases to 8,221 adjudications which has surpassed FY 22 (5,221).

The Administration believes that the temporary decline in adjudication of contested tickets was directly related to COVID.

Auditor's Response: As noted in the Performance Audit, if motorists aren't contesting tickets, the PVB can't adjudicate them. Therefore, the Auditor made no recommendations related to the number of adjudicated tickets, merely noted the diminished number of them. While COVID was likely one reason for the decline, a more obvious one is the precipitous decline in the number of issued tickets, including during periods *after* the COVID restrictions were lifted.

FINDINGS AND RECOMMENDATIONS

NOTE: All the findings and recommendations for collections should be viewed in the context of the **Syracuse City Budget structural deficit**. Fair, comprehensive, and thorough efforts to collect the outstanding debt owed to the taxpayers by scofflaw ticketed motorists can potentially reduce some of the challenges caused by a declining tax base and increased costs the City faces each year in providing a fiscally balanced budget and minimizing the reliance on reserve funds to have to balance the budget.

Administration's Response – Auditor Note: Senior Hearing Examiners are currently paid a rate of \$75/hour. Under the FY 24 budget, the rate will increase to \$125/hour.

Parking Violations Bureau Safety:

Finding # 1 -- A safety-related issue: the Auditor noted that the only office in all of City Hall that a visitor may legitimately enter without passing through a metal detector is the door to the PVB. One need only read a week of daily newspapers to comprehend the potential for horrific danger with this arrangement. Armed individuals have entered schools and murdered children to address some decades-old grievance or some other perceived injustice. It takes little imagination to see that someone may find similar reasons to act in such a manner in the only office accessible to the public that doesn't require passing through a metal detector.

The relocation of several City Offices to One Park Place IN THE NEAR FUTURE will allow for some personnel of the PVB to occupy the office space left vacant from this move. These areas would be above the first floor, and subject to a security post and metal detector, but the staff who remain in the first-floor offices would still be at higher risk.

Recommendation # 1 -- Place the metal detector immediately inside the public entrance on Market Street. Construct a new entrance to the PVB where the unused payment window stands. Alternatively, make the current public entrance door to the PVB for exit only, and create a new entrance from the elevator lobby.

Auditor Note: During the COVID pandemic, and in the months after most businesses had reopened, the PVB wisely did not hold live hearings. When motorists wished to contest a ticket, they did so by mail – either postal or email. During this time, however, the written notices mailed to motorists still contained instructions concerning the scheduling of live hearings. The PVB has now resumed live hearings; therefore, there is no recommendation regarding these notices.

Eliminating face-to-face hearings in favor of hearings by mail or virtual live hearings would be a sound safety-based decision, eliminating not only the possibility of pathogen transfer but also of potential violence or allegations of improper conduct.

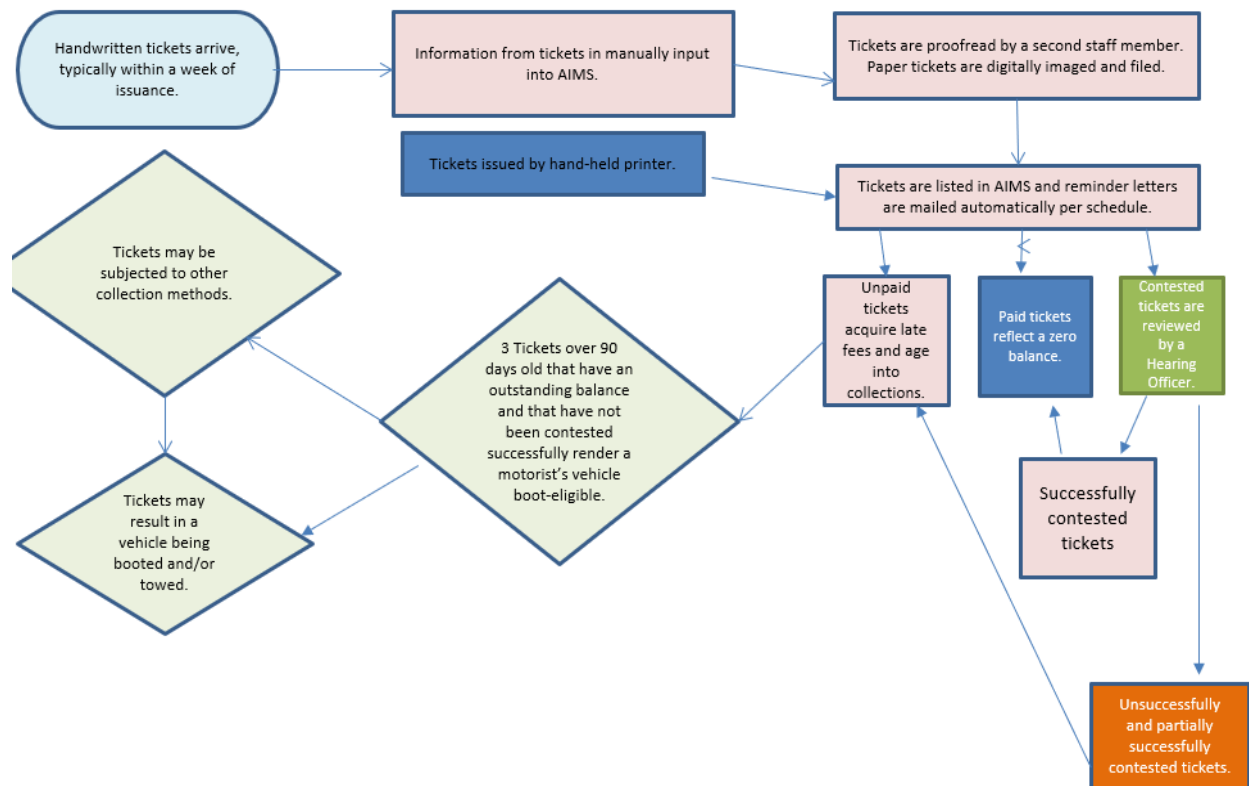
Administration's Response #1: *The Administration agrees with this recommendation and has implemented a solution. The door referenced is now always locked. Any visitor must first go through the metal detector and then be buzzed into the PVB suite by the CSO or PO on duty.*

Record Keeping:

Finding # 2- When the PVB receives batches of handwritten tickets, a staff member must manually input information from the ticket into AIMS. Then a different staff member must proofread the work of the inputter. Finally, the tickets are digitally imaged and filed. According to the current Director of Parking Violations, in January of 2023, 2,477 handwritten tickets were processed this way. In February 2023, there were 3,128 and in March, approximately 2,421. This is a labor-intensive process and data inputting is time-consuming and invites errors.

The flow chart below illustrates the delay in time between issuing and input, the potential for errors, and the additional labors associated with handwritten tickets versus digital ones.

Table 3
Handwritten Tickets Flow Chart



Recommendation # 2 -- While the staff in Treasury and the PVB do a generally good job performing the task of data inputting, particularly considering the wide variety of handwriting styles of various officers, switching all SPD officers to issuing digital tickets on hand-held devices would reduce errors, free staff to perform other tasks, and with increased officer training and experience, expedite the issuance of tickets by police officers and CSO's.

Digital tickets also can contain photographic evidence of a violation. After watching the Syracuse Common Council Budget Hearing for the PVB on April 26, 2023, it appears that the current Director of the PVB agrees that this is an issue that must be confronted. At this meeting the Director advised the Common Councilors that the Syracuse Police Department plans to purchase additional digital hand-held ticket machines.

This change can benefit motorists as well. Currently patrol officers often place the folded carbon copy of the ticket in the space between the car door and the car body, allowing the officer to remain in the squad car while doing so. This placement is not as secure as placing a weather-resistant printed ticket under the wiper blade. Moreover, scanning the registration sticker to assign a plate number to the ticket is more accurate than printing a plate number on one. Additionally, the officer can check to see whether registration and inspection stickers are current and whether the registration sticker matches the license plate number.

The switch to digitally issued tickets would also reduce the number of **skeletal payments**. Skeletal payments are payments received by the PVB but not applied to any ticket or plate number. This can occur when a motorist pays for a ticket before it has been input to AIMS. It can also happen when the ticket number is mis-input to AIMS; in this case, the actual ticket could be paid, but the mis-input ticket number would still appear on the motorist's plate record (assuming that the plate number was correctly input). If the plate number were input incorrectly, it could be assigned to a different motorist unjustly or it could be assigned to a non-existent plate number and remain in skeletal payments until someone attempts to discover what went wrong.

<p>NOTE: During this Performance Audit, the number of skeletal payments listed in AIMS ranged from 8 to 19. Historically, these numbers are not unduly high. However, they could be reduced by having all officers switch to issuing the digital tickets. After training and practice, the time an officer spends issuing a particular ticket can be reduced, thereby increasing productivity while lessening the likelihood of unpleasant interactions with angry motorists.</p>
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Administration's Response #2: *The Administration agrees with this recommendation and is actively evaluating and addressing handwritten parking tickets. SPD is in the process of purchasing \$70,000 of previously allocated monies for additional handheld ticketing devices. FY 24 budget has additional \$220,650 under the special objects account some of which will be allocated to SPD for additional handheld ticketing devices.*

Adjudications

Finding # 3 -- When motorists contest a ticket, a frequent claim made by the petitioner is that there is some deficiency in the parking infrastructure, usually signage, that should result in a ticket dismissal or a mitigation of the fine. Per a conversation with a Supervising Hearing Examiner, hearing examiners often use Google Earth to determine whether such claims are accurate. In one interview, the Auditor asked about this practice, and received a reply from the Commissioner of Finance that it made no sense to pay someone to investigate the matter for the sake of a \$40 ticket.

Recommendation # 3 -- While it may be expedient to use the readily available Google Earth feature to determine the veracity of a motorist's claims regarding the appropriateness of a parking ticket, the PVB should email a batch of disputed ticket information (without identifying the motorist) for weekly or bi-weekly investigation by a DPW staff member who should examine any such claims. This will give a fairer and more current review of the petitioner's claim. It will also inform the DPW of any possible need for repair.

If a citizen who had not received a ticket had called City Line to report a missing or damaged sign, the DPW would surely investigate and make repairs if necessary. Why would they not do likewise if a hearing examiner made a similar report?

***Administration's Response #3:** Google Earth is used to verify in the event the City and/or petitioner fail to submit photographic evidence or if the photographic evidence is at odds. If PVB receives information of a missing or damaged sign, the information is reported to both SPD and DPW. The PVB will ensure this reporting is formalized amongst all Hearing Examiners and staff.*

Auditor's Response # 3: Google Earth is rarely a current representation of existing conditions. The Auditor still believes that a more recent appraisal by a DPW employee would provide a more accurate (and fair) basis for a verdict in an adjudication. The Auditor acknowledges that when most ticketing is done by digital handheld issuers, the officer should endeavor to provide photographic evidence of the violation whenever possible.

Payment Collection:

Finding # 4 -- STAFFING In the previous staff configuration of the PVB, prior to the FY 2022 budget, there were staff members who specifically oversaw collections. According to PayLock, the total amount of boot-eligible tickets (tickets that have aged to the point where they may no longer be contested) is \$18,296,734 (see Table 5A). Currently, it appears that **NO** staff member has the sole or primary responsibility to collect this debt owed to the taxpayers of Syracuse. The result then leaves this very large debt poorly attended to

Auditor Note: In this current staffing configuration, if all positions are filled, 13 staff members (including the Director) have responsibilities split between the PVB and Bureau of Administrative Adjudication (which deals with code violations).

***Auditor Note:** This note incorrectly states the staff for both PVB and BAA. There are 20 full and part-time positions (including the Director) who share responsibilities between the PVB and BAA. The audit analysis does not factor in the BAA staff. Under FY 23, there are an additional 7 full and part-time positions plus paid interns and summer aides under the BAA.*

Director
Information Aide
Vacant- Information Aide
Clerk II (3 – one position is vacant)
Legal Secretary
Supervising Hearing Examiner
Senior Hearing Examiner (5 – two positions are vacant)

Please note that a Commissioned Report from Walker Parking Consultants in 2011 (see **Appendix I**), provided information that the previous staffing of the PVB in 2011 was:

Director
Collection Supervisor
Supervising Hearing Examiner
Administrative Assistant
Information Aid (2)
Independent Hearing Examiner (4)
Data Entry Clerk (2)
Typist
Cashier (2)
Clerk of the Court

This is a staff total of 16 whose entire responsibility consisted in the administration, adjudication, and collection of revenue related to parking tickets. The two cashier positions are now in the City Payment Center (Bureau of Treasury).

Auditor Note: -- During the April 25, 2023, Budget Hearing for the PVB, the Director did propose requests for significant staffing increases for the Bureau (see below and **Appendix G**). This request for an increase in staffing levels indicates that the Director of the PVB recognizes that increased staffing is necessary in order to adequately address the significant responsibilities and duties of the PVB.

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DEPARTMENT OF FINANCE
PARKING VIOLATIONS BUREAU
01.13310

PERSONAL SERVICE DETAILS

Position	Grade	Rate	Number of Positions	
			2022/2023	2023/2024
Deputy Director	18E	\$59,054-\$76,407	0	1
Supervisor	15E	\$43,422-\$56,235	0	1
Legal Secretary II	10	\$45,456-\$54,380	0	1
Administrative Assistant	10	\$45,456-\$54,380	1	0
Administrative Aide	7	\$39,033-\$45,127	0	1
Clerk II	4	\$35,484-\$38,305	3	4
Info Aide	1	\$33,444-\$35,238	2	4
			<u>6</u>	<u>12</u>
			Subtotal	
			6	12
<u>Temporary Services</u>				
Sr. Hearing Examiner	FLAT	\$125/Hr.	<u>6</u>	<u>6</u>
			Subtotal	
			6	6
			GRAND TOTAL	
			12	18

Auditor Note: This note points to the increased staffing under FY 24 budget. PVB will have 18 positions and BAA will have 10 positions. These positions will handle the adjudication functions of the PVB whereas all payment and collection functions will be handled by the CPC. As noted above, the inter-departmental functions of the parking violations process are critical. SPD administers parking violation tickets, PVB adjudicates, and CPC handles the collection of revenue.

While the payment center in the Treasury accepts payments, and motorists may pay online via Invoice Cloud, through the lockbox, and the drop box, there is more to collections management than waiting for people to make payments. Payments must be properly attributed to a particular ticket or plate.

Additionally, the most egregious scofflaws could be separately contacted with notice that they are eligible for registration suspensions, as allowed by NY State Vehicle and Traffic Law, unless the unpaid tickets which are more than 90 days old, are addressed. Collection-focused staff should be dedicated to maximizing collections, but minimizing overpayments as are illustrated in Table 8.

Parking ticket revenue has declined in each of the full fiscal years covered by this audit (see Table 3) with one anomaly FY 2020 which was affected by COVID restrictions. In FY 2018, the parking ticket revenue as shown by AIMS was \$4,440,189.92; by FY 2022, the total parking ticket revenue was -- \$2,953,955.98 (see Table 4 and **Appendix J**) This represents a total decline of \$1,486,233.94. This figure is even more significant considering that parking fines had been raised prior to the final fiscal year of this audit.

Table 4



Table 4: *The PVB has implemented a Final Notice to motorists who fail to respond to the ticket, notices, and penalties within 90 days. The Final Notice advises of the total amount due on a ticket, that the ticket will go to collections if they fail to render payment and that they are eligible to be booted once they have 3 or more tickets in collections.*

As previously noted, the analysis of parking ticket revenue during the audit period does not consider or reference the impact of COVID. As the audit period includes the entirety of the COVID pandemic it is imperative to review several additional years prior to the audit period as well as the beginning of 2023 through the end of the audit period (May 2023).

Also previously noted, more tickets equate to more revenue. FY 18 had a higher volume of tickets (112,827) equating to higher revenue (\$4,440,190). FY 17 had 92,074 tickets and \$3,588,831 in revenue. FY 16 had 87,243 tickets and \$3,494,300 in revenue.

Table 4 reflects \$1,636,051 in FY 23 through 12/31/22. If that period is expanded to 5/19/23 that number increases to \$3,118,691 in revenue which has surpassed FY 22 (\$2,953,956).

The Administration believes that the temporary decline in adjudication of contested tickets was directly related to COVID. The anomaly of FY 21 which has \$3,477,149 in the midst of COVID was due to the amnesty program in September of 2020.

Recommendation # 4: Any increase in staffing should address the need to have personnel dedicated specifically to collections and include people who have collections experience. This, along with an increase in the number of tickets issued, could restore the collection amounts to levels similar to the initial fiscal year of this Performance Audit. When factoring in the increases in fines effective October 1, 2020, the collections should exceed that amount.

There should be one or more staff members in the PVB whose sole or primary responsibility is collections. The responsibilities of such employees would be to identify motorists with large unpaid balances and pursue legal avenues to collect the money owed to the taxpayers of Syracuse on their behalf. The responsibilities of collection-focused staff should also include ensuring that any payments are properly and promptly credited to the correct tickets or plate, and to be certain that the PVB does **NOT** collect more than the motorist owes.

Collection-focused should also generate reports from AIMS to identify the more egregious scofflaws and contact those people advising them of the possible consequences if they do not address outstanding tickets.

Administration's Response #4: As previously noted, in 2020 responsibility for all parking violation financial operations was transferred to the CPC. The CPC processes, collects and records all payments. The CPC does have staff dedicated to proactive scofflaw collections which includes/ included the booting program, payment plan program and collection company trial. The CPC also has a new Administrative Aide position dedicated to collections.

Due to COVID, the PVB formally restructured under the FY 22 budget in July 2021. The Administration streamlined administrative adjudicative processes and enlisted the Director of the BAA as the Director of PVB. The bureaus did not formally merge. PVB remains under the Finance Department and the BAA under the Law Department.

Auditor's Response #4: Whether in the CPC or in the PVB, there does not appear to be anyone who actively pursues scofflaws. Such an undertaking is not suitable for part-time employees, paid interns, and summer aides. If the Director of the BAA was enlisted to be the Director of the PVB due to COVID, now that COVID restrictions are gone, perhaps the PVB should have its own Director solely dedicated to its missions.

Booting:

Finding # 5 -- The booting program is currently the only way scofflaw tickets are collected from unwilling motorists. And the income from booting has declined dramatically over the period of this audit while over the same period, the number of outstanding boot-eligible tickets has increased. **Paradoxically, this increase in boot-eligible tickets** has happened while there has been a **dramatic decrease** in the number of tickets issued (see Table 1).

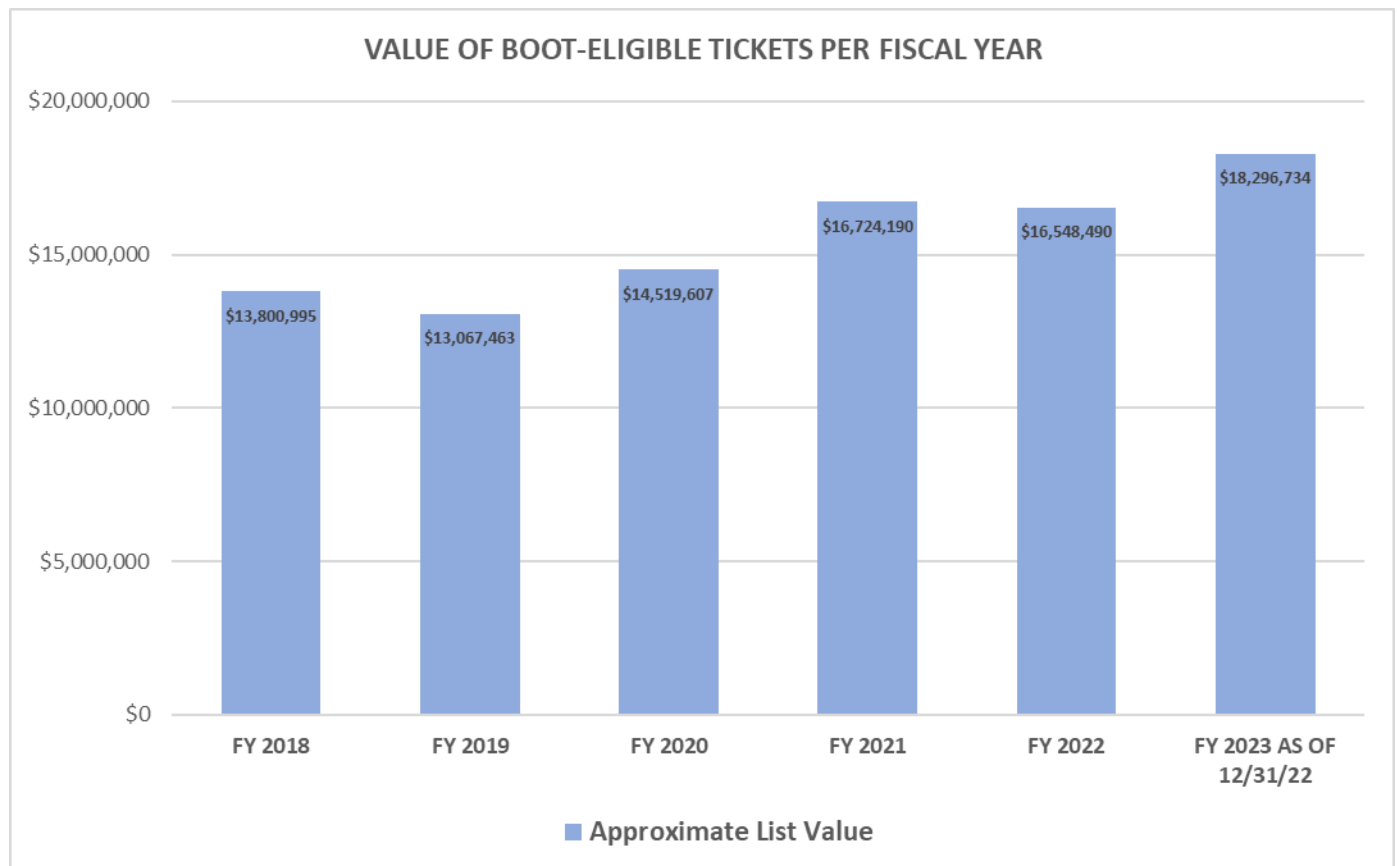
Below (Table 5A) is information provided by PayLock. This table shows data from the five complete fiscal years covered in this audit period. Shown are the number of booted vehicles that paid to the eligible tickets on the motorist's record at the time of the booting; the total dollar amount paid through each fiscal year; the average dollar amount paid for each booting; the average boot-eligible plate list size for that year; and the total dollar amount represented by those boot-eligible plates.

Table 5A

Date Range	Boot Records Paid	\$ Amount Tickets Collected	Avg \$ Paid without Boot	Avg List Size	Approx List Value
7/1/2017 - 6/30/2018	2406	\$ 1,027,212	\$ 427	32,326	\$ 13,800,995
7/1/2018 - 6/30/2019	2172	\$ 889,734	\$ 410	31,900	\$ 13,067,463
7/1/2019 - 6/30/2020	1234	\$ 527,709	\$ 428	33,953	\$ 14,519,607
7/1/2020 - 6/30/2021	1430	\$ 643,447	\$ 450	37,168	\$ 16,724,190
7/1/2021 - 6/30/2022	1263	\$ 585,455	\$ 464	35,700	\$ 16,548,490
7/1/2022 - 12/31/2022	2088	\$ 1,009,040	\$ 483	37,861	\$ 18,296,734

Table 5A – PayLock Booting Data: The Administration disagrees that the income from booting has declined dramatically over the period of this audit. Table 5A shows the amount collected during the first 6 months on FY 23 is on par to surpass all annual totals over the period of this audit. FY 18 generated \$1,027,202 and the first half of FY 23 generated \$1,009,040. The Administration disagrees that it is “paradoxical” that the increase in boot-eligible tickets has occurred while there has been a dramatic decrease in the number of tickets issued. The increase in boot-eligible tickets can be explained through the CPC’s focus on collections. The CPC expanded the process of reviewing and merging plates both internally and through PayLock as noted in the Auditor’s Note on p. 27. The CPC also expanded the states for which DMV records are pulled and populated into AIMS. Prior to this expansion, only NYS plates were sent to the DMV. Now 45 states are sent to their respective DMVs.

Table 5B



As seen above in **Tables 5A and 5B**, the average number of boot-eligible plates has increased from 32,326 in the first fiscal year of this audit (FY 2018) to 35,700 in the final full fiscal year (FY 2022). The approximate value of boot-eligible tickets on those plates has increased from \$13,800,995 to \$16,548,490.

During the first six months of the current FY 2023, the value of boot-eligible tickets has soared to \$18,296,734. Translated, even though during the five complete fiscal years of this audit, the

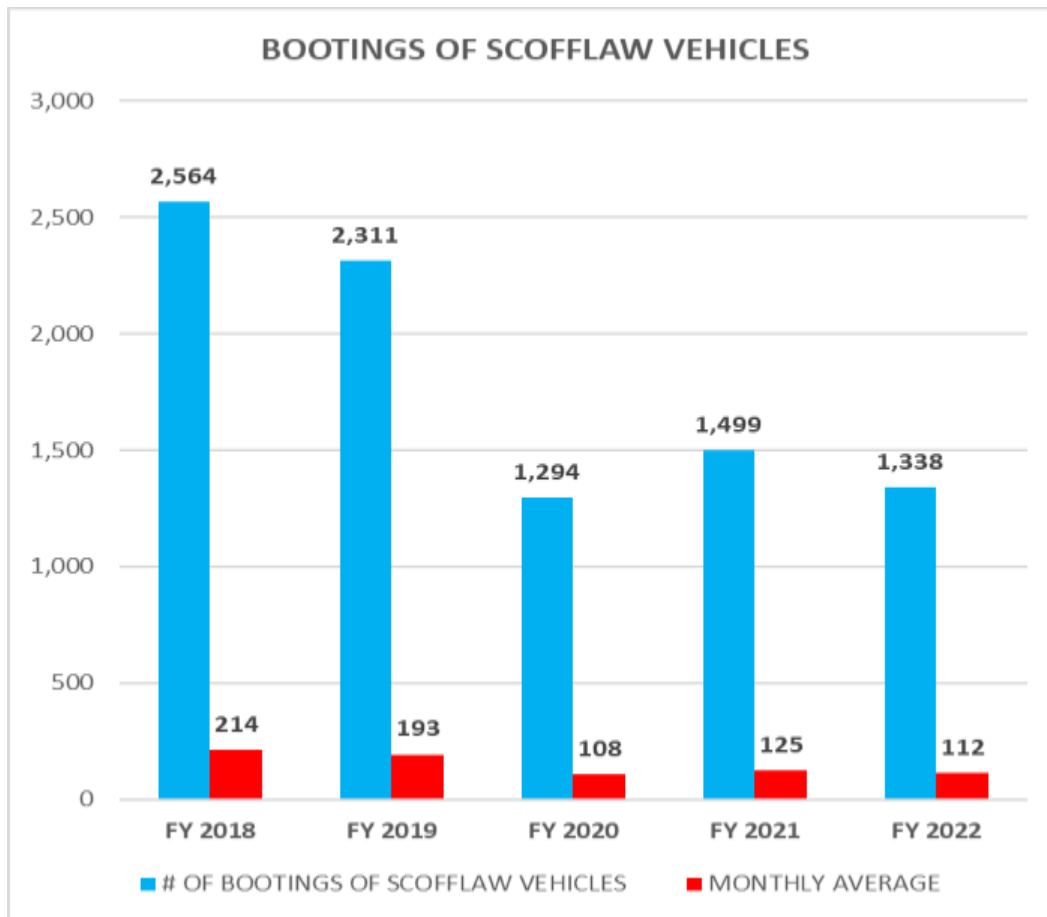
number of boot-eligible plates has increased by 3,374, and the value of those tickets has increased by \$2,747,495, we have booted approximately half as many vehicles, and collected just over half as much money in the fifth fiscal year as in the first one.

The Auditor acknowledges that some of this debt, particularly from older tickets, is unlikely to be collectible through booting. However, the **increase in the approximate list value can only be attributed to new tickets. This indicates that more can be derived from the booting program than is being done currently.** The drop in revenue from parking tickets can be attributed to both a decline in the number of tickets issued and the decline in booting revenue. (See Appendix F and Table 6)

Table 5B – Value of Boot-Eligible Tickets Per Fiscal Year: *The Administration disagrees that the increase in the approximate list value can only be attributed to new tickets but can be attributed to the CPC's efforts as outlined directly above.*

Table 6 below is a graph depicting the number of vehicles booted for outstanding tickets sorted by fiscal year.

Table 6



The above figures are the number of vehicles booted during the indicated fiscal years. The number of paid boots is somewhat smaller as seen in Table 5A because some motorists do not redeem their booted/impounded vehicle.

Figures from PayLock (Table 5A) show that the number of boot-eligible vehicles has increased over the term of the audit period from 32,326 to 37,861. The outstanding value of boot-eligible tickets on these plates has increased from \$13,800,995 to \$18,296,734 (See tables 5A and 5B above). This demonstrates that the City should boot scofflaw vehicles more often than we currently are doing.

Adding a pair of CSOs employed by the SPD to supplement the booting done by the PayLock staff member who currently boots these vehicles would add revenue to the city and employ two more city residents. Their salaries and benefits would be easily surpassed by the revenue they generate.

A pair of CSOs who issue eight \$50 tickets and who boot five vehicles averaging \$400 each shift for 48 shifts annually would generate more than \$500,000 per year. It would also make our streets safer for plows, buses, and emergency vehicles.

In the April 26, 2023, Budget Hearing, the Director of the PVB noted that booting was an effective tool for collecting parking ticket debt. The Auditor agrees with this. However, booting is under-utilized. A review of the booting records reveals that PayLock's sole employee who performs the task of booting, does not boot on weekends nor does he do so late at night.

Table 6 – Booting of Scofflaw Vehicles: *Table 6 fails to provide any data from FY 23. however, the corresponding analysis presented below the table references the number of boot eligible vehicles from July 2017 through December 2022.*

Table 7 below is provided by Pay Lock giving quarterly figures for the number of days their employee applied boots as well as the average first boot time and last boot time.) A typical quarter has 91 days, but the average number of enforcement days as shown by Table 6, is 58. Moreover, the latest boot application is 6:12 PM. There are ample opportunities for additional hours within a day and days within a week for booting enforcement. This is more rationale to supplement PayLock's efforts with CSOs who both issue tickets and boot vehicles during the same shift.

Table 7
Frequency and Duration of Booting Enforcement

YYYY_QQ	Enforcement Days	Applied Boots	Avg First Boot	Avg Last Boot
2017_01	60	408	8:12 AM	5:43 PM
2017_02	65	471	7:35 AM	5:32 PM
2017_03	65	488	7:28 AM	6:00 PM
2017_04	63	530	7:05 AM	5:29 PM
2018_01	73	702	7:17 AM	5:31 PM
2018_02	76	844	6:31 AM	6:08 PM
2018_03	73	677	7:07 AM	5:55 PM
2018_04	68	509	7:56 AM	6:14 PM
2019_01	68	519	7:33 AM	5:22 PM
2019_02	74	606	7:01 AM	6:12 PM
2019_03	71	578	7:29 AM	5:40 PM
2019_04	64	411	7:41 AM	5:37 PM
2020_01	53	263	9:00 AM	4:06 PM
2020_02	19	42	7:12 AM	9:40 AM
2020_03	39	462	5:40 AM	12:35 PM
2020_04	29	255	6:36 AM	12:51 PM
2021_01	50	317	6:22 AM	12:02 PM
2021_02	62	465	5:56 AM	12:03 PM
2021_03	54	299	6:20 AM	11:03 AM
2021_04	55	282	6:06 AM	11:23 AM
2022_01	60	310	6:15 AM	11:02 AM
2022_02	64	447	8:19 AM	3:47 PM
2022_03	67	533	7:01 AM	4:12 PM
2022_04	56	355	6:39 AM	1:18 PM
2023_01	53	302	6:23 AM	1:28 PM
2023_02	21	164	5:46 AM	11:41 AM
Total	1502	11239		
Average Per Qtr	58	432		

Recommendation # 5 -- Both the decline in the number of tickets issued and the decline in the number of vehicles booted can be addressed by hiring CSOs to both issue tickets and apply boots to eligible vehicles. A pair of CSOs can simultaneously ticket vehicles parked illegally and boot vehicles that are eligible.

When the City began booting vehicles, SPD police officers did the booting. The CSO's could operate on hours and days of the week that the Pay Lock employee does not. Naturally, there would be a differential in the amount due Pay Lock between when an SPD employee boots a vehicle and when a Pay Lock employee does.

***Administration's Response #5:** As previously noted, the analysis of the booting program during the audit period does not consider or reference the impact of COVID. The booting program was suspended from March 18, 2020, through May 18, 2020, and was impacted for months thereafter. The Administration believes that the temporary decline with the booting program was directly related to COVID and is now increasing to pre-COVID levels as evidenced by Table 5A.*

Auditor's Response # 5: Table 5A does indeed show a dramatic increase in the number of booted vehicles and income derived from them. However, it also shows the number of boot-eligible vehicles continues to climb (from 32,326 to 37,861). Moreover, the list value of the boot-eligible tickets climbed from \$13,800,995 to \$18,296,734. This increase can only be attributed to new tickets because once tickets are aged beyond 90 days, they no longer incur additional late fees.

Tickets issued in 2011 or, for that matter last year, cannot increase the total dollar amount of boot-eligible tickets because any applicable late penalties have already been applied. Therefore, the nearly 5-million-dollar increased value of boot-eligible tickets must be from new tickets -- even though fewer tickets are being issued than in prior years.

Absent from the Administration response is any mention of using CSOs to both boot eligible vehicles and ticket unlawfully parked ones. This would supplement the efforts of the sole PayLock employee who generally boots vehicles only from Monday to Friday in the morning and early afternoon.

Auditor Note: After a vehicle is booted, Pay Lock staff and an employee in the Finance Department both try to match the registered owner of the booted vehicle with other plates owned by the same registrant. They should merge all the tickets on any other plates into the same boot record. This Performance Audit conducted a random sampling of 25 booted vehicles, and 24 (96%) of them were properly merged with the owners' other plates. While this Auditor did not find an industry standard for this task, to most sensible observers, this would appear to be a very solid percentage and a finding of quality performance of this important duty.

Finding # 6– Our research shows that the only way the Syracuse PVB currently attempts collection from scofflaw registered owners is by the booting of vehicles. While booting is a very important component in the efforts to collect scofflaw ticket debt, it is under-utilized (see Table 6 and Table 7 above). There are many more opportunities for its use as evidenced in those tables. Moreover, scofflaw motorists who no longer live or work in Syracuse are immune from meaningful collection attempts through the booting program. These motorists should not be able to evade collection because they moved to a different city or changed employers.

Recommendation # 6 -- Registration suspensions are another inducement for NY motorists to pay proper attention to legal parking and payment of fines for parking illegally. They can also be another way to increase payment for outstanding tickets. While this Administration has not utilized legal collections as a method of collecting scofflaw debt, suspension of vehicle registration in accordance with **Sec. 15-39 of NY State VTL** could be used as inducement to pay outstanding fines. Suspension of registration can be another method to collect money rightfully owed to the taxpayers of Syracuse. Below is an excerpt from the Ordinance establishing the Syracuse PVB:

- **Sec. 15-39. - Certification of noncompliance; suspension of vehicle registration**

Suspension of motor vehicle registration. Nothing in this section is deemed to preclude the use of other suspension and/or denial of registration or renewal provisions provided in the New York State Vehicle and Traffic Law, such as sections 401(a) and 510(4-b) of the Vehicle and Traffic Law. (See Appendix K)

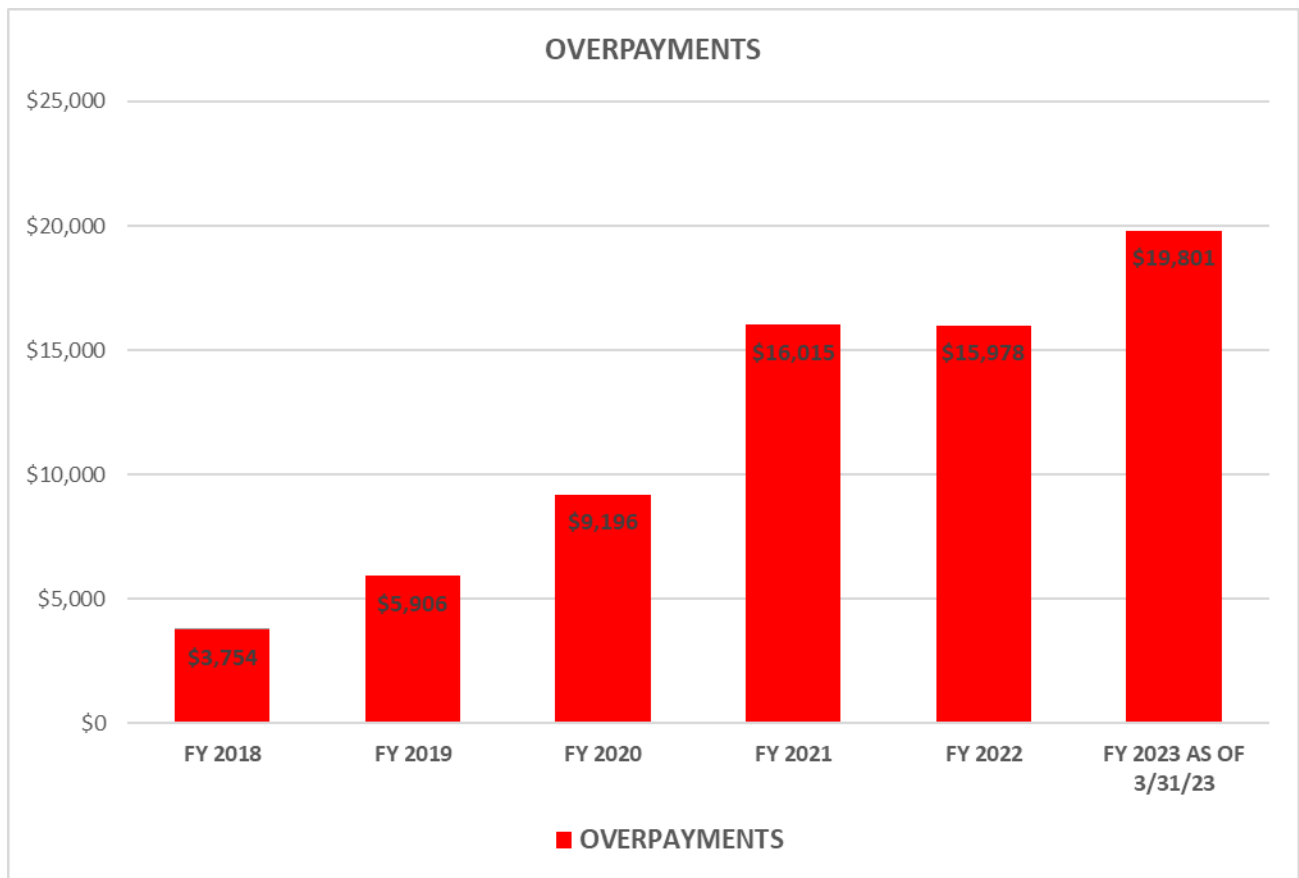
Administration's Response #6: *The Administration agrees the suspension of motor vehicles registration is an available option; however, the Ordinance requirements render it largely inefficient and ineffective. The Administration has done and will continue to evaluate the Ordinance requirements with the needs of the City.*

Auditor's Response #6: *As noted, scofflaw motorists who no longer live or work in Syracuse are functionally immune to collection by booting. The Auditor believes registration suspension, as done by other municipalities in New York State, provides a method to retrieve this money owed to the taxpayers of Syracuse.*

Overpayments:

Finding # 7 -- Overpayments have **increased dramatically** over the period of the Performance Audit, (see Table 8 and **Appendix L**) which suggests a lack of internal controls. In FY 2018, there were 137 overpayments totaling \$3,753.72 listed in the report generated by AIMS. In FY 2022, there were 532 overpayments totaling \$15,978.21 according to the same AIMS report. In the first quarter of 2023, there were \$7,003.86 in overpayments. **From the beginning of this Performance Audit period through March 31, 2023, there are overpayments totaling \$70,649.73.** Keeping such large numbers and amounts of overpayments can lead to a lack of public confidence in the PVB's dedication to being fair. There may be a flaw in the web payment process, the lockbox, or in the timeliness of the application of a payment to a particular ticket by staff.

Table 8



Fiscal Year	OVERPAYMENTS	# OF OVERPAYMENTS
FY 2018	\$3,754	137
FY 2019	\$5,906	180
FY 2020	\$9,196	302
FY 2021	\$16,015	601
FY 2022	\$15,978	532
FY 2023 AS OF 3/31/23	\$19,801	508
TOTAL	\$70,650	2,260

Recommendation # 7 – (1) A designated person in charge of collections would have the responsibility to monitor the Overpayments Report on a regular basis, to identify any issues with *paid via* pathways that allow for overpayments, and, when appropriate, issue refunds.

(2) Before issuing any refund, this staff member should determine whether the money could be applied to another outstanding ticket issued more than 90 days earlier to which some or all the overpayments should be applied.

(3) Refunds should be issued where there are **no outstanding tickets** associated to the same motorist.

(4) Greater attention to the details should be given to the overpayment reports until necessary corrections are made.

***Administration's Response # 7:** Overpayments can occur either because multiple payments are received or applied to the same ticket or because the ticket was paid pursuant to pending adjudication. Currently, refunds are being processed timely; however, the CPC had identified a large refund balance in 2021, primarily due to the lack of staff in City Payment Center during COVID. The CPC is currently working through this backlog.*

Auditor's Response # 7: As noted, scofflaw motorists who no longer live or work in Syracuse are functionally immune to collection by booting. The Auditor believes registration suspension, as done by other municipalities in New York State, provides a method to retrieve this money owed to the taxpayers of Syracuse.

Finding # 8 -- Monthly reports submitted from the Director of the PVB to the Commissioner of Finance (see **Appendix M**) **contain no information concerning overpayments**. This omission has led to the accumulation of **\$70, 649.73** in overpayments.

Recommendation # 8 – Include overpayment information in the monthly reports to the Commissioner of Finance. Provide policy and procedures to mitigate this situation from occurring.

Administration's Response # 8: *The Commissioner of Finance will review the process for overpayments and historical backlog and determine the need for additional monthly reviews.*

Finding # 9– Table 9 is a screenshot of the current PVB website that lists the schedule of penalties when a motorist fails to respond to a notice of parking violation. These penalties were updated effective October 1, 2020, nearly three years ago. This finding indicates a lack of internal controls when nearly three (3) years and the website has not been updated.

Table 9

Penalties for Failure to Respond to a Notice of Parking Violation	
Number of Days from Issuance of First Notice of Violation	Penalty in Addition to the Initial Fine and Mandatory Surcharge
1 through 20 days	No penalty; liable for the initial fine plus the \$5.00 mandatory surcharge
21st day	Total of above, plus first penalty equal to amount of initial fine
31 to 75 days, if a third notice of violation has been mailed	Total of above, plus second penalty of \$20.00
75 days or more	Total of above, plus third penalty of \$20.00
90 days	Total of above, plus deemed an admission of liability, subject to default judgment

Recommendation # 9 -- The PVB website should be updated immediately with particular attention to the Parking Violations Fine Schedule.

Administration's Response # 9: *The Administration disagrees that Table 9 is on the City of Syracuse website, although we agree it is an easy confusion. The Parking page of the website includes a link to the Parking Violations Bureau local ordinance on a third-party site - municode.com. The screenshot shown in Table 9 is from municode.com. The Administration is aware that municode.com is generally slow to update, including this section. We have been notified that the delays in updating municode.com are due to COVID.*

The screenshot in Table 9 includes the parking penalties. The penalties were updated effective July 1, 2014. The fines, not the penalties, were updated effective October 1, 2020, and are not shown in Table 9.

The Administration will ensure the parking page of the City's website is updated to include both the current fine and penalty schedules. We will also work with Communications to find ways to clarify links to third-party sites.

Finding # 10 -- Recent changes in NY State Vehicle and Traffic Law (§ 1802. Receipts for fines or bail; installment payment plans effective June 29, 2021 (see **Appendix N**) prompted a change in how the PVB establishes payment plans. Motorists who establish payment plans at \$25/month for all outstanding tickets prior to being booted, can avoid vehicle impoundment and any further late penalties (see **Appendix O**). Moreover, a motorist can continue to add new tickets to an established payment plan allowing for the included vehicle to be parked anywhere on Syracuse streets including bus stops, handicapped spaces, etc. and not have any increase in the monthly payment.

Recommendation # 10 -- The City of Syracuse should join other New York State municipalities in lobbying for significant changes in this NY State law to allow judgments and impoundments for failure to comply with the terms of the payment plan, and to disallow amendments to this plan, including the addition of more tickets, once it is fully executed.

Administration's Response # 10: Pursuant to NYS VTL § 1802 payment plans, for those eligible, consist of monthly payments that do not exceed 2% of a person's monthly net income or \$25/month, whichever is greater. Once a motorist enters into a payment plan, they cannot alter the terms of that plan without reapplying.

Finding # 11 -- The New York State Parking and Transportation Association (**NYSPTA**) is an association of parking and transportation professionals in New York State. At their meetings, members, lecturers, and vendors exchange best practices and current changes that affect their occupations and duties therein. Currently, there is **NO** employee of the PVB who belongs to this group.

Recommendation # 11 -- One or more members of the PVB should join NYSPTA and attend conferences to learn best practices as done by other municipalities and parking professionals. It would also be a forum for like-minded parking professionals to jointly address reforms in state laws to make their efforts on behalf of their taxpayers easier.

Administration's Response # 11: The Administration will review NYSPTA membership requirements and evaluate having a member of PVB and/or CPC join NYSPTA.

AIMS Updates:

Finding # 12 -- As the Mayor's plan for license plate reading cameras (LPRs) progresses, more people with nefarious purposes such as avoiding tickets for speeding and red light running, will attempt to disguise their plates through glass coverings, mutilation of the laminate and placing the plate in disallowed locations such as the dashboard or back interior shelf.

In addition to the Mayor's plan for LPR cameras, there are numerous other LPRs on police squad cars, boot vans and at various toll roads. Currently, there are laws that prohibit such displays (see **NY State VTL 402-1 Appendix P**).

Currently the only license plate ticket option in **AIMS** is **NONE/ONE LICENSE PLATE**.

Recommendation # 12 – AIMS software needs additional options for tickets related to license plate display such as **OBSCURED PLATE, IMPROPER DISPLAY OF LICENSE PLATE, and UNREADABLE PLATE**. All ticket-issuing personnel should be aware of improperly displayed license plates and issue tickets accordingly.

***Administration's Response # 12:** The Administration continuously reviews the administrative settings of AIMS and adjusts the settings as needed. The Administration will review and, if appropriate, add additional license plate violations.*

Amnesty:

Finding # 13 -- From September 8, 2020, until September 25, 2020, the City of Syracuse held an amnesty program to induce people to pay the original fine amounts on outstanding tickets (see **Appendix Q**).

Notable, is that anyone who has a ticket with a late penalty can take advantage of this program. Therefore, there isn't any way to determine how many of those people would have paid for their ticket and late penalties without amnesty.

The Commissioner of Finance informed the Auditor that Capital Collections Management, LLC (see **Appendix R**) was hired to assist in the collection of amnesty payments. Their fees totaled \$18,554, which they deducted from their total collections of \$36,380.

According to AIMS (see **Appendix T and Table 10**) the posting date summary for the amnesty dates (September 8, 2020, through September 25, 2020) is \$466,314.17. This includes **ALL** payments made during this period, not just people taking advantage of the amnesty program.

Table 9 compares the revenue posted to AIMS during the Amnesty period to the same dates (September 8 to September 25) in the prior and subsequent years.

Table 10

Comparison of Revenue During the Amnesty Period to the Same Dates in Prior and Following Year

	Previous Year	Amnesty Period	Following Year
	9-8-2019 to 9-25-2019	9-8-2020 to 9-25-2020	9-8-2021 to 9-25-2021
Posting Date total	\$175,230.74	\$466,314.17	\$146,020.16
Non-cash adjustments	\$0	\$3,985.90	\$105
Payments to Collection Agency	\$0	\$18,554	\$0
Overpayments	\$1,390	\$2,940.28	\$1,141
Net Revenue	\$175,230.74	\$440,833.99	\$144,020.16

The Director of the PVB explained that additional money from the amnesty program did not fall within the dates of the actual eligibility: *“There was a significant backlog of payments, calls, emails, letters that took until December to get through, the revenue in AIMS would be spread over that period.”* This may well be true. But it does indicate that accurate accounting for amnesty programs is problematic.

Recommendation # 13 -- While amnesty programs may encourage a temporary bump in ticket revenue, it also complicates collection record-keeping (see Overpayments, above).

Worse, in the long-term, it incentivizes people in the future who have amassed large amounts of unpaid tickets to wait for an amnesty program to pay. This means that amnesty programs may produce short-term gains at the expense of long-term consequences.

NOTE: The Auditor discourages the use of future amnesty programs.

Additionally, it is observed that, while overpayments were an issue throughout the audit period, they became a more pronounced problem after the amnesty period (see Table 8) and the primary paid via for overpayments after the amnesty was through Invoice Cloud which was introduced for the amnesty program. **The very first overpayment through Invoice Cloud was 9/8/2020 – the first day of the amnesty program (see Appendix L).**

Administration's Response # 13:

The Administration does not agree with the Auditor's recommendation to unilaterally cease amnesty program usage and notes amnesty programs have been utilized by multiple prior administrations and if proposed require the approval of the Common Council. The most recent amnesty program raised almost \$1,000,000 in revenue that otherwise would not have been collected.

Capital Collections Management, LLC was hired, as planned, to provide a pilot project after the amnesty program was completed. The company was not hired to assist in the collection of amnesty payments.

Auditor's Response # 13: This response contradicts the May 2, 2023, email from the Director of the PVB on this topic.

Data Storage and Retrieval:

Finding # 14 -- While conducting this audit, the Commissioner of Finance complained about the Auditor generating reports on the AIMS software because this slowed the transaction speed for other processes like payment collection and ticket inputting.

The generation of reports is central to the performance audit process. For example, without the running of reports, the above problems with overpayments would not have been discovered; we would continue to keep money that rightfully belongs to the taxpayer/owner of vehicle. The Auditor views the complaint from the Commissioner to illustrate a possible need for an enhancement of the database and/or server. This finding was confirmed by a conversation with Trevor Grant, the IT consultant who handles issues with AIMS. Mr. Grant suspects more memory is needed and/or that there is a bug in the AIMS software.

Recommendation # 14 -- This database and server should be able to accommodate multiple transactions while reports are generated. This would not simply facilitate future audits, but it would allow for the easier daily or weekly production of reports by staff of the PVB. The reports generated through this audit could have been helpful to the PVB staff if some of the more concerning trends indicated in them had been observed earlier.

Administration's Response # 14: *The AIMS software performs adequately to accommodate the ongoing operating needs of the City. The reporting extracted during this audit was atypical and exceeded normal needs. That said, many City systems, including AIMS are scheduled to be moved from physical servers to cloud-based architecture in the near future.*

Written-off Tickets:

Finding # 15 -- On January 27, 2023, someone in the PVB office wrote off 3,266 parking tickets in AIMS (see **Appendix T**). The value of these tickets was \$188,359.79.

The issue dates of these tickets ranged from 1997 through 2004. While the Auditor agrees that it would be extremely unlikely that payments for these tickets would ever be collected, it is the responsibility of the Common Council to expunge debt owed to the taxpayers regardless of the likelihood such debt would ever be collected. An example of this principle is the Revised General Ordinances of the City of Syracuse, Chapter 15 allowing for the elimination of late penalties, thus allowing for the Amnesty Program 2020.

AUDITOR NOTE: The Office of the City Auditor reached out to the Corporation Counsel Office, the Senior Hearing Officer for the PVB, the Commissioner of Finance and the Deputy Director of Finance/CPC in an effort to determine who made the recommendation, determination to expunge 3,724 parking tickets totaling \$188,359. As of May 19, 2023, our office has not been provided clarity and documentation to this directive.

Recommendation # 15 – Absent any clear direction from the Administration at this time as to the directive and decision to proceed with the writing off the tickets and any potential revenue from the violators to the City, we believe that any cancelation or writing-off of debt owed to the City of Syracuse residents should be approved in advance by the Common Council.

Administration's Response # 15: *The Commissioner of Finance has directed the City Payment Center to add the tickets that were removed from the AIMS system back to the system.*

Reporting:

Finding # 16 – Below, there is an excerpt from the General Ordinance establishing the PVB. The Auditor was initially denied access to even a listing of files on the share drive of the PVB which would have had a folder of any such reports if they do exist. After this denial of access, the Auditor was supplied with a spreadsheet of file names rather than a screen shot of folders as requested. Such a screenshot could have produced folders with useful titles such as “Policies and Procedures” or “Annual Reports”. As an alternative investigative method, the Auditor looked at the minutes of Common Council meetings in September of the audited years. This performance audit has not been able to find evidence of compliance with the reporting requirement detailed in this Ordinance.

The commissioner shall provide to the mayor and common council annually in September of each year, commencing in 2004, a report summarizing the activities of the parking violations bureau for the prior fiscal year, including but not limited to an overall evaluation of the operation, number of tickets and notices issued, hearings held, appeals requested, and revenue generated.

(Gen. Ord. No. 1-2003, 1-6-03; Gen. Ord. No. 9-2003, § 1, 4-21-03)

Recommendation # 16 – The PVB should prepare annual reports concerning the above to the Common Council each September for the immediately previous Fiscal Year. Such reports should also show trends, referencing prior years to better inform the Common Council, the Mayor, and the public.

Administration’s Response # 16: *While the Administration believes the annual reporting requirement has been met during the PVB budget hearing, We will work to ensure PVB issues annual reports in compliance with the above-referenced Ordinance.*

Auditor’s Response # 16: *The PVB budget hearing made no mention of overpayments, nor how they have increased in the past two years.*

Summary:

This Performance Audit is not an indictment of any person or persons. Rather, it seeks to improve the processes, staffing allocations and awareness of the PVB. It is the Auditor’s opinion that the PVB is understaffed for its mission. Such a lack of staffing has led to an unawareness of significant problems such as overpayments. Since there are not currently any staff who are dedicated solely to the efforts of collections, the Auditor’s observation is that these efforts have lagged, and the revenue statistics confirm this.

Some of the recommendations in this report involve other parties outside the PVB, such as the addition of CSOs to both issue tickets and contribute to the booting effort. Others, like registration suspension of scofflaws, involve what the Auditor believes additional staffing in the PVB should perform.

The PVB has the potential to significantly increase non-tax revenue, while improving the safety and convenience of everyone who uses the City of Syracuse streets.

APPENDIX:

Appendix A:

City of Syracuse

CITY CLERK'S OFFICE

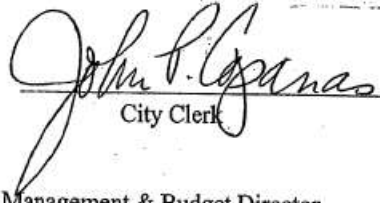
I, JOHN P. COPANAS, City Clerk of the City of Syracuse, New York do hereby certify that the attached is a true copy of an ORDINANCE:

Adopted by the Common Council on

January 6, 2003

Approved by the Mayor on

January 9, 2003


City Clerk

TO:

Mayor
Assessment Commissioner
Aviation Commissioner
Dir.
Board of Elections
Bureau of Accounts
Citizen Review Board
City Auditor
City School District
Code Enforcement
Community Development Comm.
Community Services
Corporation Counsel
Development Director
Department of Engineering
Governor of New York State
New York State Senate
New York State Assembly
New York State Senator
New York State Assembly person

Management & Budget Director
Parks & Recreation Commissioner
Personnel & Labor Relations

Police Chief
Public Works Commissioner
Public Works/Bookkeeper
Purchase Department
Real Estate Division
Research Director
Water Department
Zoning Administration
United States Senator
United States Congressperson
Finance Commissioner
Finance/Treasury
Finance (Water Bureau)
Fire Chief
Grants Management Director
Onondaga County Legislature

General Ordinance No. 1

2003

**GENERAL ORDINANCE AMENDING THE
TRAFFIC CODE OF THE CITY OF SYRACUSE
TO ADD A NEW ARTICLE II A ENTITLED
PARKING VIOLATIONS BUREAU AND TO
MAKE CERTAIN REVISIONS TO THE TRAFFIC
CODE**

BE IT ORDAINED by the Common Council of the City of Syracuse that the Traffic Code of the City of Syracuse, as amended, is hereby amended to add a new Article II A and to revise certain provisions as provided here, as follows:

Chapter 15 Article II A Parking Violations Bureau

Sec. 15-32 A. Definitions.

VIOLATION -- The violation of any law, rule, regulation or ordinance providing for or regulating the parking stopping or standing of a vehicle within the City of Syracuse.

Sec. 15-32 B. Terminology.

For the purposes of this Article, the term "Commissioner", unless specifically designated otherwise, shall refer to the Commissioner of Finance or his duly authorized deputy who is charged with the specific responsibilities or duties referred to in this Article.

Sec. 15-32 C. Establishment of Parking Violations Bureau.

(1) There is hereby created an administrative tribunal as authorized by Chapter 628 of the Laws of 2002 to be known as a " Parking Violations Bureau" to have jurisdiction of traffic infractions which constitute a parking violation as herein defined. Such Parking Violations Bureau shall hear and determine complaints of traffic infractions constituting parking, standing or stopping violations with the functions, powers and duties herein stated.

(2) Officers and employees of Bureau.

A. The head of such Parking Violations Bureau shall be the Director of Parking Enforcement, who shall be appointed and serve at the pleasure of the City of Syracuse's Commissioner of Finance, who has and possesses the authority of a Commissioner of Traffic pursuant to § 236 of the Vehicle and Traffic Law of the State of New York. The Director may exercise or delegate any of the functions, powers and duties conferred upon him/her or the Bureau by the Commissioner to any officer or employee of the Bureau deemed qualified by the Director.

B. The Commissioner of Finance may appoint such number of Deputy Directors as the Mayor may deem necessary, but in no event to exceed four (4), who shall serve at the pleasure of the Commissioner; and said Commissioner may employ such officers and employees as may be required to perform the work of the Bureau, within the amounts available therefor in the City Budget.

(3) Hearing Examiners.

A. The Commissioner of Finance shall appoint Supervising Hearing Examiners not to exceed six (6) in number and Senior Hearing Examiners not to exceed six (6) in number who shall be residents of the City. Every Supervising Hearing Examiner shall have been admitted to the practice of law in the State of New York for at least seven (7) years and every Senior Hearing Examiner for at least six (6) years and shall receive such remuneration as may be fixed by the Mayor. The duties of each Supervising Hearing Examiner and Senior Hearing Examiner shall include but not be limited to:

- (1) Presiding at hearings for the adjudication of charges of parking violations.
- (2) The supervision and administration of the work of the Bureau.
- (3) Membership on the Appeals Board of the Bureau, as here provided.

B. The Commissioner of Finance shall appoint Hearing Examiners who shall preside at hearings for the adjudication of charges of parking violations. Hearing Examiners shall be appointed and shall serve for such number of sessions as may be determined by the Commissioner and shall receive therefor such remuneration as may be fixed by the Mayor. Such Hearing Examiners shall not be considered employees of the City of Syracuse; and every Hearing Examiner shall have been admitted to the practice of law in New York State for at least five (5) years and shall be appointed from a list of eligible candidates who have satisfied the standards established by a duly constituted committee of the Onondaga County Bar Association. All such hearing Examiners shall have a minimum of two (2) years' experience in the trial of issues in courts of record in the State of New York, exclusive of special term, or four (4) years of quasi-judicial experience appearing before governmental agencies. Such Hearing Examiners shall be bona fide residents of the City of Syracuse.

Sec. 15-32 D. Duties of the Parking Violations Bureau.

The Parking Violations Bureau shall have the following functions, powers and duties:

- A. To accept pleas and to hear and determine charges of parking violations.
- B. To provide for penalties other than imprisonment for parking violations in accordance with a schedule of monetary fines and penalties; provided, however, that monetary penalties shall not exceed the maximum amount allowed by the New York State Vehicle and Traffic Law for each parking violation.
- C. To adopt rules and regulations, not inconsistent with any applicable provision of law, to carry out the purposes of Article 2-B of the Vehicle and Traffic Law of the State of New York, including but not limited to rules and regulations prescribing the internal procedures and

organization of the Bureau, the manner and time of entering pleas, the conduct of hearings and the amount and manner of payment of penalties.

D. To issue subpoenas to compel the attendance of persons to give testimony at hearings and to compel the production of relevant books, papers and other things.

E. To enter judgments and enforce them, without court proceedings, in the same manner as the enforcement of money judgments in civil actions in any court of competent jurisdiction or any other place provided for the entry of civil judgment within the State of New York.

F. To compile and maintain complete and accurate records relating to all charges and dispositions and to prepare complete and accurate transcripts of all hearings conducted by the Bureau and to furnish such transcripts to the person charged at said person's own expense upon timely request and upon said person complying with the regulations of the Bureau.

G. To answer within a reasonable period of time all relevant and reasonable inquiries made by a person charged with a parking violation or their attorney concerning the notice of violation served on that person. The Bureau must also furnish within a reasonable period of time to the person charged, on his request and upon complying with the regulations of the Bureau, a copy of the original notice of violation, including all information contained thereon. Failure of the Bureau to comply with the provisions of this subsection or any part of the provisions of this subsection within forty-five (45) days of such inquiry, forwarded to the Bureau by certified or registered mail, return receipt requested, will result, upon the request of the person charged, in an automatic dismissal of all charges relating to and only to that notice of violation to which the inquiry was made.

H. To prepare and issue a notice of violation in blank to members of the Police Department and to such other officers and employees as the Bureau by regulation shall determine. The notice of violation or duplicate thereof, when filled in and sworn to or affirmed by such designated officers or employees and served as provided in this Article, shall constitute notice of the parking violation charged.

I. It shall keep an easily accessible record of all the violations of which each person has been guilty of during the current calendar year.

J. If a violator of a parking rule or regulation does not appear in answer to a notice of parking violation within fifteen (15) days of the date of the violation, the Parking Violations Bureau shall send to the owner a second notice informing of the violation and warning him that he will be held responsible, as more fully set forth in section 15-34 of Article II A herein.

K. If the owner or violator does not respond to such second notice of violation the Parking Violations Bureau shall have a third notice mailed to the owner requiring him to appear and answer to the charges against the owner or violator, as more fully set forth in section 15-34 of Article II A herein.

L. If any person who has had a third notice of a parking violation mailed to his last known address and fails to answer within the specified time, the Parking Violations Bureau

may forthwith enter a default judgment and impound or immobilize said vehicle as more fully set forth in section 15-34 of Article II A herein.

M. The Bureau shall keep records and submit summarized monthly reports to the Commissioner of Finance of all notices issued and all fines collected by the Parking Violations Bureau, and of the final disposition or present status of every case of parking violations.

The Bureau shall, when so directed by the Commissioner of Finance, prepare and submit such additional certifications and notices as may from time to time be required to conform to the provisions of the Vehicle and Traffic Law of the State of New York.

These reports shall be public information.

N. Nothing in this ordinance shall authorize the Parking Violations Bureau to deprive a person of his right to counsel or to prevent him from exercising his right to answer, explain or defend any charge of a violation of any parking violation, ordinance, rule and regulation.

O. The Bureau shall perform such other or additional duties and keep such other and additional records as shall be prescribed by the Commissioner of Finance.

P. The Bureau shall keep and file a daily disposition report with the Commissioner of Finance. The daily disposition report shall indicate all monies collected from whatever source, all receipts issued, as well as all bank deposits made.

Q. The Commissioner shall provide to the Mayor and Common Council annually in September of each year, commencing in 2004, a report summarizing the activities of the Parking Violations Bureau for the prior fiscal year, including but not limited to an overall evaluation of the operation, number of tickets and notices issued, hearings held, appeals requested and revenue generated.

Sec. 15-32 E. Notice of violation

A. The notice of violation shall contain information advising the person charged of the manner and the time in which he may plead either guilty or not guilty to the violation alleged in the notice. Such notice of violation shall also contain a warning to advise the person charged that failure to plead in the manner and time provided shall be deemed an admission of liability and that a default judgment may be entered thereon. The Director shall prescribe the form and wording of the notice of violation. A duplicate of each notice of violation shall be served on the person charged in the manner hereinafter provided. The original or a facsimile thereof shall be filed and retained by the Bureau and shall be deemed a record kept in the ordinary course of business and shall be prima facie evidence of the facts contained therein.

B. A notice of violation shall be served personally upon the operator of a motor vehicle who is present at the time of service, and his name and address, together with the plate designation and the plate type as shown by the registration plates of said vehicle and the expiration date, the make or model and the body type of said vehicle; a description of the charged violation, including but not limited to a reference of the applicable traffic rule or provision of this chapter;

information as to the days and hours the applicable rule or provision of this chapter is in effect, unless always in effect pursuant to rule or this chapter and where appropriate the word ALL when the days and/or hours in effect are everyday and/or twenty-four hours a day; the meter number for a meter violation and space number, where appropriate; and the date, time and particular place of occurrence of the charged violation, shall be inserted therein. The notice of violation shall be served upon the owner of the motor vehicle or, if the operator is not present, by affixing such notice to said vehicle in a conspicuous place. Whenever so affixed, in lieu of inserting the name of the person charged with the violation in the space provided for the said person, the words "owner of the vehicle bearing license" may be inserted, to be followed by the plate designation and plate type as shown by the registration plates of said vehicle, together with the expiration date, the make or model and the body type of said vehicle. Service of the notice of violation or a duplicate thereof by affixation as herein provided shall have the same force and effect and shall be subject to the same penalties for disregard thereof as though the same was personally served with the name of the person charged with the violation inserted therein.

C. For the purposes of this Article, an operator of a vehicle who is not the owner thereof but who uses or operates such vehicle with the permission of the owner, express or implied, shall be deemed to be the agent of such owner to receive notice of violation, whether personally served on such operator or served by affixation in the manner aforesaid, and service made in either manner as herein provided shall also be deemed to be lawful service upon such owner.

Sec. 15-33. Issuance of Notice of Parking Violation.

A. Whenever any vehicle, without an operator is found by a police officer or member of the police department, stopped, standing or parked in such a manner as to constitute a traffic infraction, such officer shall take any information displayed on the vehicle which may tend to identify its users, and if a motor vehicle or motorcycle, the registration thereof, and affix conspicuously to such vehicle a notice in writing, on a form provided by the Commissioner of Finance, for the driver to answer the charge against him within fifteen (15) calendar days from the date of violation, during the hours and at a place specified in the notice.

B. Whenever any officer or member of the police department shall have issued or affixed any notice or summons of traffic infraction as above provided, such officer shall immediately send one (1) copy or a report of such notice or summons to the Parking Violations Bureau.

Sec. 15-34. Answer Parking Violation Notices.

A. The owner of a vehicle that has had a notice attached or affixed to their vehicle of a parking violation may, within the time specified in such notice, answer at the parking violations bureau to the charges set forth therein, either in person or by power of attorney, by paying a prescribed fine and applicable surcharge, and in writing, waiving a hearing, pleading guilty to the charge and giving power of attorney to the person in charge of the Bureau to make such a plea and pay such fine to the Bureau.

Acceptance of the fine and surcharge and power of attorney by the Bureau shall be deemed complete satisfaction of the violation and the violator shall be given a receipt.

B. A plea shall be entered within fifteen (15) days after service of the notice of violation. A

plea may be entered in person or by representative or by ordinary mail at such location of the Bureau as from time to time shall be fixed by the Commissioner of Finance. Any plea entered by mail, if mailed in proper form within fifteen (15) days after service of the notice of violation shall be accepted by the Bureau.

C. Pleas by mail shall be made by:

- (1) Entering the desired plea on the plea form on the back of the notice of violation;
- (2) Entering the name and address in the space provided on the plea form;
- (3) Signing the plea form; and
- (4) Mailing the notice of violation with the plea form completed, by appropriate form of mail, to the mailing address stated on the notice of violation.

D. A plea of guilty shall be accompanied by a check or money order for the payment in full of the appropriate fines set forth on the Notice of Violation for the subject violation(s).

E. A person pleading not guilty may request a hearing. This shall be done at the time of pleading by completing the reverse side of the notice of violation in accordance with the instructions thereon.

F. If a plea of not guilty is made in person, an immediate hearing may be had on their request, if convenient to the Bureau.

G. Whenever a person charged with a parking violation enters a plea of not guilty, the bureau shall advise such person personally by such form of first class mail as the director may direct of the date on which he must appear to answer the charge at a hearing. The form and content of such notice of hearing shall be prescribed by the director, and shall contain a warning to advise the person so pleading that failure to appear on the date designated, or on any subsequent adjourned date, shall be deemed an admission of liability, and that a default judgment may be entered thereon.

H. Whenever a plea of not guilty has been entered by a person in a timely fashion and a hearing upon the merits has been demanded, but has not yet been held, the Bureau shall not issue any notice of fine or penalty relative to the subject parking violation to that person prior to the date of the hearing.

I. Where an operator or owner fails to enter a plea to a charge of a violation or fails to appear on a designated hearing date or subsequent adjourned date or fails after a hearing to comply with the determination of a Hearing Examiner, as prescribed by this Article or by rule or regulation of the Bureau, such failure to plead, appear or comply shall be deemed, for all purposes, an admission of liability and shall be grounds for rendering and entering a default judgment in an amount provided by the rules and regulations of the Bureau. However, after the expiration of the original date prescribed for entering a plea and before a default judgment may be rendered, in such case the Bureau shall, pursuant to the applicable provisions of law, notify operator or owner, by such form of first class mail as the Bureau may direct

- (1) Of the violation charged;
- (2) Of the impending default judgment

(3) That such judgment will be entered in the City Court of the City of Syracuse or other court of civil jurisdiction or any other place provided for the entry of civil judgments within the State of New York; and

(4) That a default judgment may be avoided by entering a plea or making an appearance within thirty (30) days of the sending of such notice.

J. Pleas entered within that period shall be in the manner prescribed in the notice and not subject to such additional penalty or fee. In no case shall a default judgment be rendered or, where required, a notice of impending default judgment be sent, more than two (2) years after the expiration of the time prescribed for entering a plea.

K. Failure to plea or respond.

(1) Whenever a person has been issued a notice of violation and has not responded in the manner prescribed, a second notice of violation shall be provided by the city or bureau by regular first class mail in accordance with the following time periods:

(i) Within forty (40) days of the issuance of the first notice of violation if the motor vehicle is registered in New York State; or

(ii) Within forty (40) days of the time when the city or bureau received information on the ownership of the vehicle if the motor vehicle is registered in another state.

(2) The second notice shall include, at a minimum, the following information:

(i) That the owner has twenty (20) days from the issuance of the second notice in which to respond to the notice of violation for a parking violation.

(ii) That failure to respond to the notice of violation for a parking violation may result in the suspension and non-renewal of the owner's registration.

(iii) That failure to respond to the notice of violation for a parking violation may subject the owner to additional penalties.

(iv) That failure to respond to the notice of violation for a parking violation shall subject the owner to a default judgment and additional penalties.

(v) That submission of a plea of guilty to the parking violation makes the owner liable for payment of the stated fine, additional penalties and the five dollar (\$5.00) mandatory surcharge as prescribed by the New York State Vehicle and Traffic Law.

default judgment; and/or towing or immobilization, and fees.

Sec. 15-35. Default Judgment.

A. Where the city has given notice pursuant to section 15-32 E of this Article failure to respond to a notice of violation for parking violations within ninety (90) calendar days from the date of violation shall be deemed an admission of liability and shall subject the owner to a default judgment being entered thereon in amounts not greater than the amount of the original fine, applicable surcharges, accrued penalties and any other provisions provided in the New York State Vehicle and Traffic Law.

B. Whenever a person fails to respond to five (5) separate notices of violation (five separate parking violations) issued within a twelve month period, a default judgment may be entered for an amount of the initial fine(s), plus accrued penalties and the mandatory surcharge. At a minimum, a person must be provided with a second notice for each parking violation and a final notice that a default judgment is being entered.

C. Notice of default judgment shall be reported to the Department of Motor Vehicles in accordance with procedures established by the Department of Motor Vehicles.

D. The notice to the Department of Motor Vehicles shall certify that the owner of the motor vehicle or his or her representative failed to respond to five (5) separate notices of violation regarding parking stopping or standing violations within a twelve-month period. Such notice to the Department shall include any information deemed necessary by the Department of Motor Vehicles.

Sec. 15-35 A. (1) Hearings.

A. All hearings will be held and payments are to be made in the City of Syracuse, New York, at Room 116 at City Hall or such other location as designated by the Director. Director may designate one (1) or more decentralized locations.

B. All hearings shall be held Monday – Friday from 11:00 a.m. to 2:00 p.m., and Wednesdays from 4 p.m. to 7 p.m. Hearings will not be held on Saturdays, Sundays or legal holidays.

C. Every hearing for the adjudication of a charge of a violation shall be held before a Hearing Examiner, Senior Hearing Examiner or Supervising Hearing Examiner. All hearings shall be public. A person charged may be represented by legal counsel. The Hearing Examiner shall not be bound by the rules of evidence in the conduct of the hearing except rules relating to privileged communications. No charges may be established except upon proof by substantial evidence. All testimony shall be given under oath or affirmation

(3) Whenever a person has been issued a second notice of violation for a parking violation and has not responded in a manner prescribed, a third notice shall be provided by the city or bureau by regular first class mail.

(4) The third notice shall include, at a minimum, the following information:

(i) That the owner has twenty (20) days from the issuance of the third notice in which to respond to the notice of violation for a parking violation;

(ii) That, in addition to those penalties imposed after the first and second notices are issued, failure to respond to the notice of violation of a parking violation may subject the owner to one or more of the following:

a. default judgment;

b. impounding and/or immobilizing the owner's motor vehicle; and

c. any additional penalties prescribed by the New York State Vehicle and Traffic Law.

(5) Additional Penalties:

(i) The failure to respond to the notice of violation for a parking violation may subject the owner to the additional penalties as follows:

**Penalties for Failure to Respond to a
Notice of Parking Violation**

<i>Number of Days from Issuance Of First Notice of Violation</i>	<i>Penalty in Addition to the Initial Fine and Mandatory Surcharge</i>
a. 1 through 15 days	No penalty; liable for the initial fine plus the \$5.00 mandatory surcharge
b. 16 th day	Total of above, plus first penalty equal to amount of initial fine
c. 31 to 75 days, if a third notice of violation has been mailed	Total of above, plus second penalty of \$20.00
d. 75 days or more	Total of above, plus third penalty of \$20.00
e. 90 days	Total of above, plus deemed an admission of liability, subject to

D. A record shall be made of every hearing on a plea of not guilty either by stenographic recordings or by mechanical or electronic methods as the Director shall determine. A transcript of such record shall be supplied to a person charged upon application and the payment of a fee and the cost of such transcript. The Hearing Examiner may, in his discretion or at the request of the person charged, on a showing of good cause or in his own discretion, issue a subpoena to compel the appearance at a hearing of the officer who served the notice of violation or of other persons to give testimony, and he may issue a subpoena duces tecum to compel the production for examination or introduction into evidence, of any book, paper or other thing relevant to the subject parking violation(s).

E. In the case of a refusal to obey a subpoena, the Bureau may make application to the Supreme Court pursuant to § 2308 of the Civil Practice Law and Rules for an order requiring such appearance, testimony or production of evidence.

F. The Bureau may, with or without the request or consent of the person charged, consolidate for hearing or appeal one (1) or more charges pending against such person. The person charged up to twenty-four (24) hours prior to the hearing may request an adjournment, but not more than two (2) adjournments shall be granted except under extraordinary circumstances.

G. The Hearing Examiner shall not examine the prior violation record of a person charged before making a determination.

Sec. 15-35 A. (2) Decisions and Judgments.

A. The Hearing Examiner shall make a determination on the charges, either sustaining or dismissing them. After a determination has been made sustaining the charges, the Hearing Examiner may examine person charged's prior violations record prior to rendering a final determination.

B. Final determinations sustaining or dismissing the charges shall be entered on a final determination roll maintained by the Bureau, together with the records showing payment or nonpayment of penalties. A copy of such record, or transcript thereof, may be filed in the office of the Clerk of the City Court of Syracuse and/or in the office of the Clerk of the County of Onondaga and/or in such other county wherein the person charged resides or is employed.

C. A judgment entered pursuant to the provision of this section shall remain in full force and effect for eight years notwithstanding any other provision of law.

Sec. 15-35 A. (3) Appeals

A. There shall be an Appeals Board within the Bureau, which shall consist of three (3) or more persons duly qualified as Hearing Examiners, excluding from the panel the hearing officer whose decision is the subject of the Appeal.

B. An appeal from a determination of any hearing examiner after a hearing on a plea denying liability, or from a determination denying a motion to reopen any matter filed in accordance with the rules and regulations of the Bureau shall be submitted to the Appeals

Board, which shall have the power to review the facts and the law and shall have power to reverse or modify any determination appealed from for error of fact or law.

C. A party aggrieved by a final determination of a Hearing Examiner may obtain a review thereof by serving, either personally, in writing or by certified or registered mail, return receipt requested, upon the Bureau, within thirty (30) days of the entry of such final determination, a notice of appeal setting forth the reasons why the final determination should be reversed or modified. Upon receipt of such notice of appeal, the Bureau shall furnish to the appellant, at his request and at his own expense, a transcript of the original hearing. No appeal shall be conducted less than ten (10) days after the mailing of the transcript to the appellant or his attorney. When the questions presented by an appeal can be determined without an explanation of all the pleadings and proceedings, the appellant may prepare and submit a statement showing how the questions arose and were decided by the hearing examiner and setting forth only so much of the facts averred and proved or sought to be approved as are necessary to a decision of the questions. The notice of appeal shall be in such form as the Director may prescribe. No appeal may be had where a plea of guilty was entered by the person charged at the hearing.

D. Appeals shall be conducted in the presence of the appellant or his attorney, or both, if such right of appearance is expressly requested by the appellant in his notice of appeal and upon his complying with the regulations of the Bureau and paying of fee. If the appellant elects to appear, the Bureau, within thirty (30) days after the receipt of the notice of appeal, shall advise the appellant, either personally or by ordinary first class mail, of the date and time on which he shall appear. No appeal shall be conducted less than ten (10) days after the mailing of such notification. The appellant shall be notified in writing of the decision of the Appeals Board. Appellant shall provide, in writing, the address for the mailing of the decision, if different from original address on notice.

E. The service of the notice of appeal shall not stay the enforcement of a judgment upon the determination appealed from unless the appellant shall have posted a bond in the amount of such determination at the time of or before the service of such notice of appeal unless the enforcement of such judgment shall have been stayed by the Appeals Board.

F. The order of the Appeals Board shall be the final determination of the Bureau. Judicial review may be sought pursuant to Article 78 of the Civil Practice Law and Rules.

Sec. 15-36. Impounding and immobilizing vehicles.

Any unattended vehicle found parked on a street or on any city owned property or property under the jurisdiction or control of city or any vehicle identified as a public nuisance which is owned by or registered to a person against whom at least one (1) default judgment has been taken pursuant to Section 15-35 or Section 15-35 A of this Article in response to a complaint charging a violation of any state or local law, ordinance, rule or regulation concerning parking, stopping or standing of vehicles which judgment has not been satisfied, said vehicle may be impounded by or under the direction of an officer or member of the police department, giving authorization to a commercial towing or wrecker service to tow the vehicle and store in a safe place until claimed by the owner or may be immobilized by or under the direction of an officer or member of the police department in such a manner as to prevent its operation.

person in whose name such motor vehicle or motorcycle is registered is the person who so parked, stopped and left standing such motor vehicle or motorcycle contrary to such provisions.

Sec. 15-39. (1) Certification of noncompliance.

A. In the event the person charged shall have failed to comply with the provisions of this Article in that he/she has failed to pay final determinations or judgments for parking violations entered against him/her on three (3) or more notices of violations served upon him/her within a period of eighteen (18) months, the Bureau shall certify such fact to the Commissioner of Motor Vehicles of the State of New York; and upon such certification, the Bureau shall notify the person charged by registered or certified mail, return receipt requested, that such certification has been made and identifying the judgments or final determinations covered. The notification shall further inform the person charged that the Commissioner of Motor Vehicles will deny any registration or renewal of registration of the person charged's vehicle until proof is provided that the person charged has complied with the provisions of this Article in connection with all judgments or final determination so certified.

B. Upon payment by or on behalf of the person charged of all judgments or determinations covered by the certification to the Motor Vehicle Commissioner or upon the giving of proof that such judgments have been paid, the Bureau shall issue a certificate attesting to the fact that this chapter has been complied with and such certificate shall be delivered to the Commissioner of Motor Vehicles.

(2) Suspension of Motor Vehicle Registration

Nothing in this section is deemed to preclude the use of other suspension and/or denial of registration or renewal provisions provided in the New York State Vehicle and Traffic Law, such as sections 401(a) and 510 (4-b) of the Vehicle and Traffic Law.

(i) A default judgment entered pursuant to this Article shall result in a suspension of the owner's motor vehicle registration and a bar to renewal of said registration.

(ii) The suspension of the registration shall take effect no later than thirty (30) days from the date the owner of the motor vehicle is given notice of the suspension and the suspension shall remain in effect as long as the notices remain unanswered, or in the case of a bureau, the owner fails to comply with the rules and regulations following the entry of a final decision or decisions.

(iii) If the owner responds to the notice of suspension and satisfies the amounts owed as a result of the default judgment, the bureau or court shall provide prompt, timely notice to the Department of Motor Vehicles that such notices have been answered. Such notice shall be in accordance with procedures established by the Department of Motor Vehicles.

Sec. 15-40. Liability for Ownership, Leasing and Operation of Vehicles.

1. Definitions. Whenever used in this Article, the following terms shall have the following meanings:

(a) No such vehicle shall be immobilized by means other than by the use of a device or mechanism, which will cause no damage to the vehicle unless it is moved while the device or mechanism is in place.

(b) It shall be the duty of the officer or member of the police department immobilizing a vehicle, or under whose direction a vehicle is immobilized, to cause to be placed on such vehicle, in a conspicuous manner, notice sufficient to warn any individual that the vehicle has been immobilized and that any attempt to move the vehicle will result in damage to the vehicle.

(c) The owner or person entitled to possession of such vehicle may secure the release of the vehicle by complying with the rules and regulations of the Parking Violations Bureau concerning all outstanding judgments against said person.

(d) The owner or person entitled to possession of such vehicle may secure the release of the vehicle by posting a bond equal to the amount of the accrued fines, penalties, surcharges and all removal and storage fees or of one thousand (\$1,000.00) dollars, whichever is less.

(e) If the owner or person entitled to possession of such vehicle fails to secure its release within twenty-four (24) hours after the vehicle is immobilized, the vehicle may be towed and impounded. Such vehicle shall not be released until the owner or person entitled to possession has complied with the rules and regulations of the Parking Violations Bureau concerning all outstanding judgments against said person and has paid the fee for the removal of the immobilization device or mechanism as stated above and all removal and storage fees.

Sec. 15-37. Challenges to fees; hearing; appeals.

(a) The City Court Traffic Division shall hear and determine challenges to towing, immobilization and storage fees assessed against the owner or person entitled to possession of a vehicle pursuant to this article. Challenges to such fees must be submitted in person or in writing to the Parking Violations Bureau within twenty (20) days after the immobilization or towing of a vehicle or within ten (10) days after mailing of a notice to a vehicle owner that a vehicle has been towed, whichever date is later. The Parking Violations Bureau shall immediately notify City Court Traffic Division of the filing of such a challenge.

(b) Failure to challenge the fees in a timely manner or to appear at a scheduled hearing shall constitute a waiver of the right to challenge such fees and a forfeiture of a bond or of fees already paid.

(c) Hearings shall be scheduled by City Court within forty-eight (48) hours after a request is received by City Court, exclusive of weekends and holidays.

Sec. 15-38. Presumptions.

Proof of the stopping, standing and/or parking on public streets of a motor vehicle or motorcycle contrary to the provisions of this ordinance shall be presumptive evidence that the

a. "Owner" means any person, corporation, partnership, firm, agency, association, lessor, or organization whom at the time of issuance of a notice of violation in any city in which the vehicle is operated:

(1) is the beneficial or equitable owner of such vehicle; or

(2) has title to such vehicle; or

(3) is the registrant or co-registrant of such vehicle which is registered with the department of motor vehicles of this state or any other state, territory, district, province, nation or other jurisdiction; or

(4) uses such vehicle in its vehicle renting and/or leasing business; or

(5) is an owner of such vehicle as defined by section one hundred twenty-eight of the New York State Vehicle and Traffic Law or subdivision (a) of section twenty-one hundred of the New York State Vehicle and Traffic Law.

b. "Lessor" means any person, corporation, firm, partnership, agency, association or organization engaged in the business of renting or leasing vehicles to any lessee or bailee under a rental agreement, lease or otherwise, wherein the said lessee or bailee has the exclusive use of said vehicle for any period of time.

c. "Lessee" means any person, corporation, firm, partnership, agency association or organization that rents, bails, leases, or contracts for the use of one or more vehicles and has the exclusive use thereof for any period of time.

d. "Vehicle" means a vehicle as defined in section one hundred fifty-nine of the New York State Vehicle and Traffic Law.

e. "Operator" means any person, corporation, firm, partnership, agency, association or organization or lessee that uses or operated a vehicle with or without the permission of the owner, and an owner who operates his own vehicle.

f. "Notice of Violation" means a notice of violation as defined in subdivision nine of section two hundred thirty-seven of the State of New York Vehicle and Traffic Law.

g. "Fiscal year" means a period of one-year commencing on the first day of July and terminating on the thirtieth day of June.

h. "Primary filing" means the initial filing of registration plate numbers by a lessor prior to the commencement of each fiscal year.

2. Liability. a. The operator of a vehicle shall be liable for the fines or penalties imposed pursuant to this Article. Except as otherwise provided in paragraphs b and e of this subdivision, the owner of the vehicle, even if not the operator thereof, shall be jointly and severally liable with the operator thereof, if such vehicle was used or operated with the permission of the owner, express or implied, but in such case the owner may recover any fine or penalties paid by him from the operator.

b. The lessor of a motor vehicle shall not be liable for fines or penalties imposed pursuant to this Article if:

(1) prior to the infraction, the lessor has filed with the Bureau the registration plate number, plate type, and place of registration of the vehicle to which the notice of violation was issued and paid the required filing fee provided in paragraph f of this subdivision and,

(2) within thirty-seven days after receiving notice from the Bureau of the date and time of the violation, together with the other information contained in the original notice of violation, the lessor submits to the bureau the correct name and address of the lessee of the vehicle identified in the notice of violation at the time of such violation, together with such other additional information contained in the rental, lease or other contract document, as may be reasonably required by the Bureau pursuant to regulations that may be promulgated for such purpose.

c. If the lessor has complied with subparagraph one of paragraph b of this subdivision such lessor shall not be liable for any penalties in excess of the scheduled fine unless such lessor fails to appear within thirty-seven days of actual receipt of a notice of violation pursuant to paragraph e of this subdivision.

d. If the lessor who has complied with subparagraph one of paragraph b of this subdivision has paid any fine or penalty for which he is liable and the Bureau subsequently collects from the operator or lessee the amount of the scheduled fine and penalty owned by such person, or any portion thereof, the lessor shall be entitled to reimbursement from the Bureau of the amount of the fine and penalty paid by the lessor, less the bureau's costs of collection.

e. The lessor shall not be liable for any fines or penalties in connection with a notice of violation for vehicle whose registration plate number is filed and the fee therefor paid prior to the time of the issuance of notice of violation, unless the lessor shall receive notice from the Bureau of the date and time of such violation, together with the other information contained in the original notice of violation, within ninety days after service of the notice of violation, in accordance with Sec. 15-32 E of this Article.

f. The annual fee for filing a registration plate number with the Bureau by lessors under this section shall be twelve dollars per fiscal year. Lessors shall also provide the Bureau with such other additional information in such format as the Bureau, by regulation, may reasonably require. The registration plate number shall not be considered filed with the Bureau unless the annual filing fee provided for in this subdivision shall have been paid. Lessors shall not be entitled to a refund, reduction, credit or other consideration in connection with such annual filing fee in the event that such registration plate number is withdrawn from service, destroyed or surrendered during the fiscal year for which such registration plate number shall have been filed. In the event that a lessor files with the Bureau registration plate numbers during the fiscal year, the annual filing fee for same shall be prorated on a monthly basis, in accordance with a schedule that the bureau shall promulgate by regulation for such purpose. The primary filing by each lessor for each fiscal year shall be made at least thirty days prior to the commencement of the fiscal year.

g. Where the United States postal authorities return to the Bureau a delinquency notice forwarded by the Bureau to a name and address of lessee furnished by a lessor in accordance with provisions of this section, such return notice shall be presumptive evidence of the furnishing of an incorrect name and address by the lessor. The lessor may however, conclusively rebut such presumption if within sixty days after receiving notification from the Bureau of such returned mail notice, the lessor shall provide to the Bureau a copy of the rental agreement or lease agreement for such lessee containing the name and address previously furnished to the bureau. In the event that a lessor shall fail to rebut the presumption established by this subdivision, the lessor shall be liable for the fines imposed pursuant to this Article and in accordance with the rules and regulation promulgated by the Bureau.

h. The Bureau shall by rules and regulations prescribe the manner and method of giving notice of outstanding violations to the lessees, except that notices of impending default judgment shall be forwarded by first class mail, in accordance with section two hundred forty-one of the New York State Vehicle and Traffic Law. All notices to lessors under this section shall be by first class mail to address on file with the Bureau or by such other means as shall be provided for in the rules and regulation of the Bureau.

i. A lessor shall cooperate with the bureau in the enforcement of judgments rendered against lessees or providing the Bureau or its designated agents, with such other additional information as shall be contained in such lessor's rental or lease agreements with their lessees as shall be available to them.

3. Stolen vehicles. If any owner of a motor vehicle receives a notice of violation for a period during which the illegally parked vehicle was reported to any police department as having been stolen, it shall be a valid defense to any charge of a parking violation that the motor vehicle had been reported to the police as stolen prior to the time the violations occurred and had not been recovered by such time. For purposes of asserting the defense provided by this subdivision, it shall be sufficient that a certified copy of the police report of the stolen vehicle be mailed to the bureau.

Sec. 15-41. Fines to be designated by Commissioner of Finance for parking violations.

The Commissioner of Finance shall designate the fines with the approval of the Common Council and the Mayor to be paid for all parking violations which may be satisfied at the Parking Violations Bureau as provided in this ordinance, provided these fines are within the limits established as penalties for violations of traffic laws, ordinances, rules and regulations.

BE IT FURTHER ORDAINED, that Section 15-21 through 15-32 shall be designated as Article II of the Traffic Code and shall remain in effect as previously adopted; and

BE IT FURTHER ORDAINED, that Article III of the Traffic Code shall be amended to be entitled "Traffic Violations Bureau" and shall consist of Section 15-51 through 54 and said

Section 51 thru 54 shall remain in effect as previously adopted and further that previous Section 15-55 through 15-57 shall be deleted from Article III as such sections are now contained in Article IIA as enacted by this Ordinance; and

BE IT FURTHER ORDAINED, that reference in other provisions of this Traffic Code to Sections of the existing Traffic Code which have been amended or renumbered by this Ordinance shall be deemed to refer to the new sections of the Traffic Code as approved without the necessity of further action by the Common Council and Mayor; and

BE IT FURTHER ORDAINED, that this Ordinance shall take effect on May 1, 2003 except that the appropriate officers and employees of the City of Syracuse shall be authorized by this Ordinance to take the necessary actions to prepare for the commencement of the Parking Violations Bureau operations on such date and further that until such effective date, the existing provisions of the Traffic Code which are affected by this Ordinance shall remain in full force and effect; and

BE IT FURTHER ORDAINED, that notices of parking violations issued prior to May 1, 2003, unless finally adjudicated and payment of applicable fines, additional penalties and surcharges made on or before April 30, 2003, shall be subject to enforcement pursuant to the applicable provisions of this ordinance, as amended, on or after May 1, 2003 and notice shall be provided to persons with outstanding parking violations of such application of the revised ordinance effective May 1, 2003 by ordinary first class mail and payments shall be made to the Parking Violations Bureau created herein in the same manner as provided herein; and

BE IT FURTHER ORDAINED, that all remaining provisions of the Traffic Code not amended or revised by the provisions of this Ordinance shall continue in full force and effect as previously adopted.

Appendix B:



OFFICE OF THE CITY AUDITOR

CITY OF SYRACUSE, CITY AUDITOR NADER P. MAROUN

Audit Engagement Memorandum

Date: February 28, 2023

To: Ben Walsh, Mayor

CC: Brad O'Connor, Commissioner of Finance; Mike Cannizzaro,
1st Deputy Commissioner of Finance; Frank Caliva, Chief
Administrative Officer; Leah Witmer, Esq. Adjudication Director
Parking Violations Bureau

From: Nader Maroun, Syracuse City Auditor

RE: Parking Violations Bureau Performance Audit

The Office of the City Auditor has initiated a Parking Violations Bureau (PVB) Performance Audit, covering the time frame of July 1, 2017, through December 31, 2022.

This Performance Audit will review the policies, procedures, and internal controls in place regarding the PVB function, with a specific focus on the processes of data entry, proper and timely attribution of payments received, and collection of scofflaw accounts.

The Audit will involve reviewing and evaluating hearing records, manual ticket entry, booting records and procedures, referrals to legal collections and other transactions for completeness timeliness and accuracy, to determine whether the PVB processes comply with pertinent regulations and ensure the validity of PVB transactions.

The Scope of the Performance Audit of PVB procedures is subject to change as determined by the Office of the City Auditor during the period of examination.

If you have any questions about this Audit, please feel free to call me at 315 448-8481 or you can email me at your convenience.

Thank you.

City Audit Department
233 E. Washington St.
City Hall, Room 431
Syracuse, N.Y. 13202

Office (315) 448-8477
Fax (315) 448-8475

Mail
nmaroun@syr.gov

Appendix C:



OFFICE OF THE CITY AUDITOR

CITY OF SYRACUSE, CITY AUDITOR NADER P. MAROUN

Audit Engagement Memorandum

Date: April 18, 2023
To: Ben Walsh, Mayor
CC: Frank Caliva, Chief Administrative Officer, Brad O'Connor, Commissioner of Finance, Leah Witmer, Bureau of Administrative Adjudication, Director, Parking Violations Bureau.
From: Nader Maroun, Syracuse City Auditor
RE: Amended Parking Violations Bureau Performance Audit Review Period

The Office of the City Auditor has initiated a Parking Violations Bureau (PVB) Performance Audit, for the period of July 2017 - May 2023.

As we discussed, this Performance Audit will review the policies, procedures, and internal controls in place regarding the PVB function, with a specific focus, but not limited to, the processes of data entry, proper and timely attribution of payments received, and collection of scofflaw accounts.

The Audit will involve reviewing and evaluating hearing records, manual ticket entry, booting records and procedures, referrals to legal collections and other transactions for completeness, timeliness and accuracy, to determine whether the PVB processes comply with pertinent regulations and ensure the validity of PVB transactions.

The Scope of the Performance Audit of PVB procedures is subject to change as determined by the Office of the City Auditor during the period of examination.

If you have any questions about this Audit, please feel free to call me at 315 448-8481 or you can email me at your convenience.

Thank you.

City Audit Department
233 E. Washington St.
City Hall, Room 431
Syracuse, N.Y. 13202

Office (315) 448-8477
Fax (315) 448-8475

E-Mail
nmaroun@syr.gov

Appendix D:



CITY OF SYRACUSE
Purchase Order
SYGOV-0000008011

Page: 1 of 3

Bill To:
Police Department - Property Div
511 South State St.
Syracuse NY 13202
315/442-5264

Complete		Dispatch Via Print
Purchase Order	Date	Revision
SYGOV-0000008011	2017-07-27	
Payment Terms	Freight Terms	
Due Now	FOB Dest., Prepay & Allow	
Buyer	Phone	Currency
Jodi Reith	315/435-3448	USD

Supplier: 0000024203
ELECTRONIC DATA COLLECTION CORP
105 WYOMING STREET
SUITE 300
SYRACUSE NY 13204
United States

Ship To: Police Department - Property Div
511 South State St.
Syracuse NY 13202
United States

Line	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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1 1-Year Annual Support for AIS Digital 1.00 EA \$2,000.00 \$2,000.00 07/31/2017
Attention: Zachary Zoller

DIST: 1

Chartfields

Status	Percentage	PO Qty	Amount
Closed	100.0000	1.0000	\$2,000.00

GLUnit	Account	Fund	Dept
SYGOV	540530	01	31230

Details/Tax

BaseAmt	BaseCurrency	Currency	Location	Consiged
2000.000	USD	USD	SPD-PROP	N

2 1-Year Annual Support for AIMS Enforcement 1.00 EA \$3,000.00 \$3,000.00 07/31/2017
API: AIMS Mobile Wosh! Interface
Attention: Zachary Zoller

DIST: 1

Chartfields

Status	Percentage	PO Qty	Amount
Closed	100.0000	1.0000	\$3,000.00

GLUnit	Account	Fund	Dept
SYGOV	540530	01	31230

Details/Tax

BaseAmt	BaseCurrency	Currency	Location	Consiged
3000.000	USD	USD	SPD-PROP	N

3 1-Year Annual Support AIMS Mobile App and 11.00 EA \$750.00 \$8,250.00 07/31/2017
Zebra RM220 Support
Attention: Zachary Zoller



CITY OF SYRACUSE
Purchase Order
 SYGOV-0000008011

Page: 2 of 3

Bill To:
 Police Department - Property Div
 511 South State St.
 Syracuse NY 13202
 315/442-5264

Complete		Dispatch Via Print
Purchase Order	Date	Revision
SYGOV-0000008011	2017-07-27	
Payment Terms	Freight Terms	
Due Now	FOB Dest., Prepay & Allow	
Buyer	Phone	Currency
Jodi Reith	315/435-3448	USD

Supplier: 0000024203
 ELECTRONIC DATA COLLECTION CORP
 105 WYOMING STREET
 SUITE 300
 SYRACUSE NY 13204
 United States

Ship To: Police Department - Property Div
 511 South State St.
 Syracuse NY 13202
 United States

Line	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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DIST: 1

Chartfields

Status	Percentage	PO Qty	Amount
Closed	100.0000	11.0000	\$8,250.00

GL/Unit	Account	Fund	Dept
SYGOV	540530	01	31230

Details/Tax

BaseAmt	BaseCurrency	Currency	Location	Consigned
8250.000	USD	USD	SPD-PROP	N

Total PO Amount \$13,250.00

Note to All Suppliers: The City of Syracuse is now sending and receiving solicitations electronically through Onondaga County's Supplier Portal. In order to use, simply register at: <https://supplier.ongov.net/>. You will need your ten(10) digit Supplier number, located in the top left corner of your purchase order. For technical support please call 315-435-3462.

TERMS AND CONDITIONS set forth in our Bid or Quotation or incorporated herein by reference become a part of this order. The provisions of Section 220 of the NY Labor Law are deemed part of every purchase order with the same force and effect as if set forth at length. Seller shall furnish "Material Safety Data Sheets" as required.

THIS ORDER IS GIVEN FOR IMMEDIATE ACCEPTANCE BY THE SELLER. UNLESS NOTIFIED TO THE CONTRARY WITHIN 10 CALENDAR DAYS, THE AGENCY WILL ASSUME THE SELLER ACCEPTS THE ORDER AS WRITTEN AND WILL MAKE DELIVERY AS SPECIFIED HEREIN.

A COPY OF THIS ORDER IN VENDOR'S FILE ACTS AS AN EXEMPTION AUTHORIZATION FROM SALES AND USE TAX.

Unauthorized



CITY OF SYRACUSE
Purchase Order
SYGOV-0000008011

Page: 3 of 3

TERMS AND CONDITIONS

1. **QUALITY.** All materials furnished on this order must be as specified and to our inspection and approval within a reasonable time after delivery at destination. Materials other than those specified in this order must not be substituted without written authority from Purchasing Agency. Materials rejected will be returned at the vendor's risk and expense.
2. **DELIVERY.** All materials must be shipped F.O.B. Destination. We pay no freight or express charges, except by previous arrangements indicated on face of purchase order. Delivery must actually be effected within the time stated on purchase order, failing in which we reserve the right to cancel this order and purchase elsewhere charging excess cost to vendor.
3. **PATENTS.** It is agreed that goods ordered herewith shall comply with all Federal, State and local laws relative thereto and that you will defend actions or claims brought and save harmless the City of Syracuse from loss, cost or damage by reason of actual or alleged infringement of letters patent.
4. **TAXES.** The City is exempt from excise and transportation tax.
5. **CHANGES.** Conditions or quantities on this order must not be changed by vendor. If not satisfactory, return with your comments to the Division of Purchase, 221 City Hall, Syracuse, NY 13202. Contractor/Vendor agrees to comply with the provisions of General Municipal law Sections 103a and 103b and State Finance Law Section 139B as enacted by Chapter 605 of the Laws of 1959, effective July 1, 1959.
6. **ASSIGNMENT.** This order may not be assigned or sublet except upon the prior written consent of the Department of Purchase.
7. **INTEREST.** In accepting this order, Vendor certifies that no member of the Common Council or other officer or employee of the city is directly or indirectly interested in this transaction or any profit therefrom.
8. **COMPLIANCE.** In the event the performance of this order constitutes public work as defined in Article 8 of the Labor Law, the Contractor/Vendor shall be bound by all of the provisions of said Article 8, which shall be a part hereof and of the same force and effect as if set forth at length.
9. **COMPENSATION.** Contractor/Vendor shall comply with the requirements of the New York Workmen's Compensation law, as amended, if applicable to the performance of the requirements.



CITY OF SYRACUSE

Purchase Order

SYGOV-0000026576

Page: 1 of 3

Bill To:

Police Department - Rm 405
511 South State St.
Syracuse NY 13202
315/442-5264

Complete		Dispatch Via Email	
Purchase Order	Date	Revision	
SYGOV-0000026576	2022-08-11		
Payment Terms	Freight Terms		
Net 30	FOB Dest., Prepay & Allow		
Buyer	Phone	Currency	
Howard Mansfield	315/435-3504	USD	

Supplier: 0000024203
ELECTRONIC DATA COLLECTION CORP
105 WYOMING STREET
SUITE 300
SYRACUSE NY 13204
United States

Ship To: Police Department - Property Div
511 South State St.
Syracuse NY 13202
United States

Requisition: 27174 - PD

Line	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
	DEPARTMENT IS NOT AUTHORIZED TO EXCEED the amount specified herein unless they have processed a formal PO Change Notice to increase the total. Also, they are not authorized to order items that do not fall within the commodity area stated. If you deliver such items, you do so at your own risk.					
	All counter receipts, invoices and/or statements must reference the ANNUAL PURCHASE ORDER (APO) number. Payments are to be processed on a monthly basis, or as needed.					
	Annual Purchase Order for the period of July 1, 2022 through June 30, 2023. This is the only purchase order you will receive. Forward invoices to bill to department for monthly payment.					
	PER INVOICE # 1612908 DATED 05/17/22					
	ANNUAL RENEWAL					

1	AIMS Annual Support Services Renewal - 07/01/22-06/30/23	1.00	EA	\$16,275.00	\$16,275.00	08/11/2023
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Attention: Zachary Zoller

DIST: 1

Chartfields

Status	Percentage	PO Qty	Amount
Closed	100.0000	1.0000	\$16,275.00

GLUnit	Account	Fund	Dept
SYGOV	540530	01	31230

Details/Tax

BaseAmt	BaseCurrency	Currency	Location	Consigned
16275.000	USD	USD	SPD-ABC	N

Total PO Amount \$16,275.00

Note to All Suppliers: The City of Syracuse is now sending and receiving solicitations electronically through Onondaga County's Supplier Portal. In order to use, simply register at: <https://supplier.ongov.net/>. You will need your ten(10) digit Supplier number, located in the top left corner of your purchase order. For technical support please call 315-435-3462.

TERMS AND CONDITIONS set forth in our Bid or Quotation or incorporated herein by reference become a part of this order. The provisions of Section 220 of the NY Labor Law are deemed part of every purchase order with the same force and effect as if set forth at length. Seller shall furnish "Material Safety Data Sheets" as required.

THIS ORDER IS GIVEN FOR IMMEDIATE ACCEPTANCE BY THE SELLER, UNLESS NOTIFIED TO THE CONTRARY WITHIN 10 CALENDAR DAYS. THE AGENCY WILL ASSUME THE SELLER ACCEPTS THE ORDER AS WRITTEN AND WILL MAKE DELIVERY AS SPECIFIED HEREIN.

A COPY OF THIS ORDER IN VENDOR'S FILE ACTS AS AN EXEMPTION AUTHORIZATION FROM SALES AND USE TAX.



CITY OF SYRACUSE
Purchase Order
SYGOV-0000026578

Page: 2 of 3

Unauthorized



CITY OF SYRACUSE
Purchase Order
SYGOV-0000026576

Page: 3 of 3

TERMS AND CONDITIONS

1. **QUALITY.** All materials furnished on this order must be as specified and to our inspection and approval within a reasonable time after delivery at destination. Materials other than those specified in this order must not be substituted without written authority from Purchasing Agency. Materials rejected will be returned at the vendor's risk and expense.
 2. **DELIVERY.** All materials must be shipped F.O.B. Destination. We pay no freight or express charges, except by previous arrangements indicated on face of purchase order. Delivery must actually be effected within the time stated on purchase order, failing in which we reserve the right to cancel this order and purchase elsewhere charging excess cost to vendor.
 3. **PATENTS.** It is agreed that goods ordered herewith shall comply with all Federal, State and local laws relative thereto and that you will defend actions or claims brought and save harmless the City of Syracuse from loss, cost or damage by reason of actual or alleged infringement of letters patent.
 4. **TAXES.** The City is exempt from excise and transportation tax.
 5. **CHANGES.** Conditions or quantities on this order must not be changed by vendor. If not satisfactory, return with your comments to the Division of Purchase, 221 City Hall, Syracuse, NY 13202. Contractor/Vendor agrees to comply with the provisions of General Municipal law Sections 103a and 103b and State Finance Law Section 139B as enacted by Chapter 605 of the Laws of 1959, effective July 1, 1959.
 6. **ASSIGNMENT.** This order may not be assigned or sublet except upon the prior written consent of the Department of Purchase.
 7. **INTEREST.** In accepting this order, Vendor certifies that no member of the Common Council or other officer or employee of the city is directly or indirectly interested in this transaction or any profit therefrom.
 8. **COMPLIANCE.** In the event the performance of this order constitutes public work as defined in Article 8 of the Labor Law, the Contractor/Vendor shall be bound by all of the provisions of said Article 8, which shall be a part hereof and of the same force and effect as if set forth at length.
 9. **COMPENSATION.** Contractor/Vendor shall comply with the requirements of the New York Workmen's Compensation law, as amended, if applicable to the performance of the requirements
-

Appendix E:

AGREEMENT BY AND BETWEEN
CITY OF SYRACUSE, NEW YORK AND PAYLOCK IPT LLC

This Agreement (the "Agreement") is made and entered into effective as of the 1st day of July, 2022 by and between the CITY OF SYRACUSE, a municipal corporation organized and existing under the laws of the State of New York, having offices at 233 East Washington Street, Syracuse, New York 13202 ("SYRACUSE") and IPT LLC, (DBA PayLock), a Delaware corporation, having offices at 75-77 North Bridge Street, Somerville, New Jersey 08876 ("PayLock").

Recitals

WHEREAS, it is the intention of the City of Syracuse to retain a Contractor to assist the City of Syracuse Department of Finance – Parking Violations Bureau with parking ticket enforcement; and

WHEREAS, PayLock is in the business of providing parking enforcement services and has served as the contractor providing parking enforcement services to the City since 2007; and

WHEREAS, the Mayor and Common Council, due to the proprietary nature of the equipment and software utilized by PayLock for the booting operation, and upon the request and recommendation of the the Department of Finance and the Director of the Office of Management and Budget waived the competitive bidding process to continue with the current system utilized for parking ticket enforcement; and

WHEREAS, the Mayor and the Common Council have approved this Agreement pursuant to Ordinance No. 516-2022 dated August 5, 2022 and this Agreement is subject to said authorization; and

WHEREAS, the contract will include street patrol and immobilization of vehicles, the supply of boots, related software and equipment relative to booting operations, payment services, and a 24/7 Help Center on behalf of the Department of Finance/Parking Violation Bureau; and

WHEREAS, this contract will be for a period of three (3) years from July 1, 2022 to June 30, 2025; and

WHEREAS, for the purposes of this Agreement the term "Scofflaw" is defined as "Any vehicle against which there is currently a default judgment and/or three (3) or more parking tickets over ninety (90) days past issuance pursuant to the local laws and ordinances of the City of Syracuse"; and

WHEREAS, for the purposes of this Agreement the term "Runaway" is defined as "Any vehicle having been successfully immobilized for having a default judgment and/or three or more parking tickets over ninety (90) days past issuance, where the motorist has unlawfully

removed, destroyed, or otherwise vandalized the immobilization device ("SmartBoot") and illegally retaken possession of his vehicle without paying the fees, fines and penalties prior to the reclamation of the vehicle;" and

NOW THEREFORE, the parties agree as follows:

1. INCORPORATION OF RECITALS.

The foregoing Recitals are hereby incorporated into and made part of this Agreement.

2. PAYLOCK SERVICES AND COMPENSATION.

PayLock will be responsible for street patrol and immobilization of vehicles, supply of the boots and related software and equipment necessary for the booting operation at no cost to the City. PayLock will provide payment services for the booting operation and will assume all costs relative to such payment services including any credit card fees. PayLock will provide customer assistance over the phone through its 24/7 Help Center and will supplement the Help Center with the introduction of a Web app that can be used with smart phones and tablets. PayLock will be compensated based on a fee of \$50.00 per boot application plus 28% of the parking fines, penalties and surcharges collected based on the application of a boot, as detailed in Paragraph 10 (B) below.

3. THE PAYLOCK SYSTEM.

A. Summary of Services.

During the term of this Agreement, PayLock shall provide the following services ("PayLock System"):

1. PayLock will provide self release SmartBoots to be used by SYRACUSE to immobilize vehicles identified as "Scofflaw" vehicles according to the City of Syracuse's local laws and ordinances and in violation of parking restrictions that require vehicle immobilization.
2. PayLock's Help-Center will be available 24 hours/365 days, answer customer questions, and process electronic payments for SmartBoot fees, fines and/or penalties owed relating to vehicles that have been booted.
3. PayLock will pay all merchant service fees – absorb all costs associated with processing credit or debit card payments.
4. Dispatching Services; as needed, and as the parties may agree, PayLock will provide Nextel Walkie Talkie phones and service to SYRACUSE personnel responsible for assisted releases, cash payment processing, and tow support; provide Dispatch coordination service between SYRACUSE Field Operations

and PayLock Help Center Operations. PayLock will be responsible for the hardware and service fees for the Nextel devices.

5. Web-based BootView Software; PayLock will provide login id's and user access to PayLock's BootView software system for tracking all SYRACUSE boot related transactions.
6. Integration with SYRACUSE's ticket processing system to communicate with Paylock's BootView software system to receive Scofflaw lists daily and periodically update all payment data throughout the day.
7. Paylock will repair and replace PayLock SmartBoots as needed.
8. PayLock will provide installation and training for the provided hardware and software used by SYRACUSE.
9. Depositing to a SYRACUSE Bank – all fines and fees collected on behalf of SYRACUSE shall be deposited in a designated account within five (5) business days of the 1st and the 15th day of each month ("Twice Monthly") or as determined in accordance with the SOP.
10. PayLock will provide one Mobile License Plate Recognition System ("MLPR System") including installation, maintenance, and support of the same.
11. PayLock will provide street patrol and immobilization of vehicles as outlined in the Standard Operating Procedures Document ("SOP") in relation to the project and services to be delivered contemplated by this Agreement, including the procedural responsibilities of both of the Parties, which the Parties shall adhere to, and which was collaboratively crafted by the parties. The SOP is attached hereto and included as part of this Agreement as Appendix "A".

B. The PayLock SmartBoot.

During the term of this Agreement, SYRACUSE may utilize SmartBoots, PayLock's proprietary tire-lock equipped with hardware that allows the unit to unlock by either entering a code into a keypad or using a key. PayLock will initially supply forty (40) SmartBoots and will supply a sufficient number of SmartBoots to ensure continuous operation by SYRACUSE staff subject to a minimum of twenty (20) SmartBoots. Paylock reserves the right to increase or decrease the number of SmartBoots needed to meet the above goal. PayLock will repair and/or replace broken or missing SmartBoots and shall maintain ownership of all SmartBoots throughout the term of this Agreement.

C. The PayLock Help Center.

Throughout the term of this Agreement, PayLock shall operate a twenty-four (24) hour toll-free help-center for purposes of providing information to motorists and for processing payments by motorists whose vehicles have been booted with respect to the removal and return of SmartBoots. The help-center shall maintain data with respect to the processing of payments and the disposition of SmartBoots on a real-time basis through PayLock's web-based on-street collection management ("BootView") software, which information shall be accessible to SYRACUSE remotely through the Internet.

D. Confirmation of Scofflaw Status.

SYRACUSE shall be precluded from applying a SmartBoot to any vehicle, unless it has obtained updated and verified Scofflaw status pertaining to the vehicle. SYRACUSE must provide reasonable means whereby PayLock personnel have immediate access to updated vehicle status, either by telephone or electronically through applicable systems. SYRACUSE shall earnestly endeavor to ensure that procedures are implemented whereby Scofflaw data is updated as frequently as reasonably possible and that such data is immediately available to PayLock staff or BootView software systems.

E. MLPR.

PayLock will provide one (1) MLPR system comprised of two roof-mounted cameras and one (1) in-vehicle processor to be installed on a vehicle owned and operated by PayLock. A provided in-vehicle interface will allow PayLock parking enforcement officers to receive and react to Scofflaw alarms using the software running on the provided processor. Each camera is capable of capturing license plates of parked vehicles. The MLPR system can read the license plates of vehicles parked parallel, at 45 degrees, and at 90 degrees. MLPR systems will be Remington ELSAG™, Genetec-AutoVu, or equivalent.

F. Vehicle and Field Staff

At a minimum, PayLock shall provide one (1) automobile; a sports utility vehicle or van, to be used exclusively by PayLock field staff, to patrol for scofflaw vehicles. PayLock shall provide appropriate on-site field staff members to patrol for, immobilize, and when required, provide releases for scofflaw vehicles discovered in the City of Syracuse.

4. BOOTVIEW SOFTWARE.

A. Software.

(i) **Grant of Software License.** PayLock grants to SYRACUSE one nonexclusive and nontransferable license to use the PayLock BootView software and related documentation (collectively, the "Software") The Software and any authorized copies that SYRACUSE makes, are the confidential, and proprietary information of PayLock and its licensors, protected by intellectual property laws of the United States and other countries, and by international treaty

provisions. The structure, organization and code of the Software are the valuable trade secrets and confidential information of PayLock and its licensors. SYRACUSE acquires only the right to use the Software, and does not acquire any rights of ownership, express or implied, in the Software. SYRACUSE agrees to maintain the confidentiality of the Software. This Agreement does not grant SYRACUSE any intellectual property rights in the Software and all rights not expressly granted herein are reserved by PayLock and its licensors.

(ii) **Conditions to Use of Software.** Except as expressly provided for in this Agreement:

- (a) SYRACUSE shall not copy the Software. Any permitted copy SYRACUSE may make of the Software must retain all copyright and proprietary information notices as appeared on the original.
- (b) SYRACUSE shall not modify, adapt or translate the Software. SYRACUSE shall not reverse engineer, decompile, translate, disassemble, or attempt to discover any of the Software object code or source code, except to the extent SYRACUSE may be expressly permitted to decompile under applicable law. Subject to PayLock's written permission, any information supplied by PayLock relating to the Software and any information obtained by SYRACUSE by way of decompilation may only be used by SYRACUSE for the purpose described herein and may not be disclosed to any third party or used to create any software which is substantially similar to the expression of the Software.
- (c) SYRACUSE shall not sell, distribute, disclose, market, rent, or lease the Software. SYRACUSE shall use the Software only for the express purposes contemplated by this Agreement. SYRACUSE shall not transfer the Software or Documentation to any third party.
- (d) The Software may include various applications, utilities and components, may support multiple platforms and languages and may be provided to SYRACUSE on multiple media or in multiple copies. Nonetheless, SYRACUSE may only use those portions of the Software for which SYRACUSE has a license as permitted and contemplated by this Agreement. SYRACUSE shall not unbundle or repackage the Software for distribution or resale.
- (e) SYRACUSE shall not use the Software to develop, enhance, modify, market or demonstrate products that are competitive with the Software or other PayLock products.
- (f) SYRACUSE shall not sell, license, sublicense, publish, display, distribute, or otherwise transfer to a third party the Software, any copy thereof, in whole or in part, without PayLock's prior written consent.
- (g) **Termination of License.** Upon termination of this Agreement, SYRACUSE's rights with respect to the Software hereunder shall terminate and SYRACUSE must cease

any and all use of the Software and return any and all copies of the Software to PayLock, and PayLock will provide SYRACUSE any data it does not otherwise have access to and that SYRACUSE may reasonably require after termination of use of the PayLock software system.

5. **TITLE TO SMARTBOOTS.**

Any goods or products supplied by PayLock to SYRACUSE, shall remain the property of PayLock while in possession of SYRACUSE including, but not limited to, SmartBoots, BootView software, computer hardware, and mobile phones.

6. **KEY CONTROL.**

PayLock will provide up to five (5) sets of keys that can be used by SYRACUSE employees to unlock SmartBoots when necessary. SYRACUSE shall take care to secure all keys when not in use. If lost keys require lock change out, SYRACUSE will reimburse PayLock for lock conversion at \$50.00 per lock converted.

7. **REMITTANCE OF FEES AND FINES.**

PayLock shall net remit to SYRACUSE all collected SmartBoot and SYRACUSE fees and fines minus fees due to PayLock, Twice Monthly. Funds will be remitted to SYRACUSE by bank check sent by mail or electronic funds transfer. SYRACUSE shall have remote Internet-based access to BootView software, which includes real time data relating to the payment of fines to SYRACUSE for the purpose of management, accounting, and auditing.

8. **SYRACUSE'S OBLIGATIONS.**

A. **Summary of Services.**

During the term of this Agreement, SYRACUSE shall provide the following services:

1. Process walk-in, in-person payments at the SYRACUSE cashier window, for booted motorists unwilling, or unable to pay by phone.
2. Provide staffed SmartBoot return locations.
3. Arrange towing actions no sooner than twenty-four (24) hours after a motor vehicle has been booted under this Agreement if the Motorist has not made payment in full of the boot fee and other amounts due and owing to satisfy such Motorist's outstanding parking violation fees, fines and/or penalties, or as otherwise allowed under law.
4. Integration of Systems - facilitate the integration of the Paylock System and BootView software with the SYRACUSE associated computer and accounting systems as necessary.

B. Responsibility for SmartBoots.

SYRACUSE is responsible for exercising reasonable care in the handling and storage of SmartBoots returned by the public or assisted release staff. SYRACUSE is not responsible for the loss of SmartBoots that are removed from vehicles without SYRACUSE's authorization or that motorists fail to return after legally releasing SmartBoots. Twice weekly, SYRACUSE shall provide an accounting of the SmartBoots in its possession and relevant data pertaining to SmartBoots lost in service. With the exception of certain SmartBoots lost in service, SYRACUSE shall be responsible for reimbursing PayLock for its cost to replace SmartBoots that SYRACUSE cannot account for after SmartBoots have been returned by customers to designated return facility(s) or that were damaged while SYRACUSE was in possession of them. PayLock's cost for replacement SmartBoots is \$500.00 per unit including shipping and handling.

C. Operation of SmartBoot Return Facility.

SYRACUSE is responsible for maintaining and operating a facility where motorists can return SmartBoots. At a minimum, such facility shall be open during regular business days and business hours. Upon the return of a SmartBoot SYRACUSE shall provide a receipt generated by PayLock's BootView software to the motorist. In order to access BootView the facility must have access to the Internet. SYRACUSE must provide sixty (60) days advanced written notice to PayLock of any material change relating to SYRACUSE's designated return facility, including the location and hours of such facility. As soon as possible following the return of a SmartBoot to the return facility by a motorist, SYRACUSE shall provide confirmation of the return to PayLock through the BootView software or by way of facsimile transmission. In the event that such confirmation cannot be transmitted by fax or through the BootView software, then confirmation may be transmitted orally over the telephone.

D. Towing.

Pursuant to SYRACUSE's requirements, SYRACUSE may make arrangements to tow any Scofflaw vehicle that has been booted and otherwise meets SYRACUSE's designated specifications pursuant to the City of Syracuse's local laws and ordinances. SYRACUSE may engage the assistance of PayLock with respect to such towed vehicles.

E. Integration of Systems.

PayLock shall work with SYRACUSE and its violations processing group to facilitate the integration of the PayLock System and BootView Software with SYRACUSE's associated computer and ticket payment accounting systems as deemed necessary to the operation of the PayLock System under this Agreement.

F. Compliance with Applicable Laws.

Both parties shall abide by all applicable federal, state and local laws, ordinances and regulations and all SYRACUSE regulations and policies.

G. Defense and Indemnification.

SYRACUSE will defend, indemnify and hold harmless Paylock and its affiliates, officers, directors, employees, agents, representatives and stockholders (collectively, "Indemnitees") from and against any and all losses, claims, actions, damages, expenses or liabilities, including, without limitation defense costs and attorneys' fees, resulting from, arising out of or connected with the use of the Motor Vehicles, MLPR or Paylock Systems and/or any other goods or services provided hereunder, provided, however, that: (i) PayLock Indemnitees shall not be entitled to indemnification hereunder to the extent that any claim for damage or injury is caused by the defective nature of any product provided by Paylock under this contract and PayLock shall indemnify SYRACUSE, its officers, employees, agents and representatives from and against any and all losses, claims, actions, damages, expenses or liabilities, including, without limitation, defenses, costs, and attorneys' fees resulting from, arising out of, or connected with such defect of any product provided by PayLock; (ii) Indemnitees shall not be entitled to indemnification for any claim for injury or damage or loss of property which shall have been caused, in whole or in part, by any negligence, or misconduct for which the Indemnitees bear responsibility and PayLock shall indemnify SYRACUSE, its officers, employees, agents and representatives from and against any and all losses, claims, actions, damages, expenses, or liabilities, including without limitation, defenses, costs and attorneys' fees resulting from, arising out of, or connected with such negligence or misconduct by PayLock, its officers, employees, agents or representatives; (iii) Indemnitees shall be entitled to indemnification hereunder with respect to any claim alleging that use of the Paylock or MLPR Systems as contemplated by this Agreement is in any way illegal or a violation of any Constitutional or other similar rights.

H. Follow-Up Enforcement.

SYRACUSE agrees to make reasonable efforts to place vehicles on its Boot-list, or impound list, in the event that: (i) a motorist fails to return a SmartBoot within five days after the motorist receives the SmartBoot release code from the call-center; and (ii) in the event that a SmartBoot is illegally removed from the vehicle.

I. Emergency SmartBoot Releases.

SYRACUSE shall have persons reasonably available ten (10) hours per day or more to assist vehicle owners who are unable to unlock the SmartBoots for any reason, including due to a defect in the SmartBoot.

J. Call-Center Protocols.

PayLock shall provide a written copy of its policies and procedures with respect to the PayLock Help Center protocols in use during the execution of services in regard to this contract. SYRACUSE shall either approve such policies and procedures or advise PayLock in writing that it disapproves such policies and procedures, such writing is to include a summary of the reason(s) for disapproval. In the event of disapproval by SYRACUSE, the parties shall

undertake a cooperative effort to amend such policies and procedures in a reasonable manner to address the reasons for disapproval.

8. WARRANTIES; WARRANTY LIMITATIONS AND REMEDY LIMITATIONS.

A. Express Warranty: Subject to the remedy and warranty limitations that follow, PayLock warrants limited legal right and permissioned access to the PayLock System and the associated Software and hardware and further warrants that the PayLock System will be fully operational as intended under this Agreement and will be reasonably free from all defects. SYRACUSE's sole remedy in connection with any breach of such warranty shall be the repair or replacement of any defective product which PayLock will put forth a good faith effort to provide or, in the event that PayLock cannot cure such defect, the termination of this Agreement. In the event that the PayLock System malfunctions due to any defect or damage caused by normal wear and tear, PayLock shall, at its sole cost, repair or replace the defective or damaged components or, in the event that PayLock does not repair or replace such components, PayLock or SYRACUSE may terminate this Agreement.

B. Remedy Limitation: Except as expressly provided in this Agreement, the parties agree and acknowledge that the parties and their respective agents and affiliates shall not be liable for indirect, special, incidental or consequential damages.

9. MUTUAL COOPERATION.

SYRACUSE and PayLock each agree to provide any reasonable assistance to the other as may be necessary to affect the purpose of this Agreement. The parties further agree to cooperate in establishing and modifying, as reasonably necessary, the practices, protocols and procedures utilized in connection with the implementation of the PayLock System.

10. TERM, COMPENSATION, REMITTANCE, DEFAULT AND TERMINATION.

A. Term.

The term of this Agreement shall be three (3) years effective July 1, 2022 through June 30, 2025.

B. Compensation, Invoicing and Remittance.

PayLock will charge SYRACUSE a \$50.00 (Fifty Dollar) transaction fee for every SmartBoot applied, and except as expressly provided herein, the \$50.00 transaction fee shall be paid by the Motorist as part of the total payment required to release the boot, either by code or manually, or to release the subject vehicle from the applicable tow lot in the case of a towed vehicle. Notwithstanding the above, in those instances where SYRACUSE boots the wrong vehicle or releases a boot by SYRACUSE authorization, SYRACUSE shall be responsible for such \$50.00 fee, however, when the SYRACUSE authorization to release a boot is due to an

error by PayLock, no such fee shall be payable. PayLock may in certain instances waive the \$50.00 fee and such waiver shall be detailed in the records of such transaction.

In addition to the \$50.00 boot fee herein, PayLock shall be entitled to 28% of the total amount paid by a Motorist (such total shall not include the \$50.00 boot fee) to satisfy the outstanding parking violation fees, fines and penalties.

C. Transfer of Funds: PayLock will transfer all funds into the SYRACUSE account on a Twice Monthly schedule and PayLock invoices will be satisfied via NET remit of those transfers. Details, process and procedure for the NET remit of funds collected will be collaboratively crafted by the Parties and included in the project's SOP document which the Parties shall adhere to, and which was collaboratively crafted by the parties before the initiation of service. The transfer of funds process therein will be reviewed on a quarterly basis, and if it may be of mutual benefit, revised at those times as the parties may find mutually acceptable.

D. Termination. Notwithstanding the foregoing, this Agreement may be terminated by either party if the other party fails to perform or comply with this Agreement or any provision hereof, or if laws, ordinances, statutes, regulations, rules, policies, or procedural situations change ("Situational Change") beyond the reasonable control of PayLock to effect, and beyond the capacity for the PayLock Project, service, and system which this agreement is intended to provide, to continue operating profitably for either party, and failure to remedy or cure such breach or Situational Change (where such breach or situational change is susceptible to cure) via physical, technical, procedural, or contractual cure; including but not limited to a cure via contractual amendment of scope or terms within twenty-eight (28) days from the date that the other party provides written notice of the breach or Situational Change. Termination shall be effective thirty (30) days after notice of termination to the other party, provided that the default or situational change within this Section has not been cured within such twenty-eight (28) day period set forth therein.

11. ASSIGNMENT.

Neither party shall be permitted to assign its rights or obligations under this Agreement without the prior written consent of both parties.

12. GOVERNING LAW.

The validity, interpretation, construction and performance of this Agreement shall be governed by the laws of the State of New York. It is agreed that each and every provision of law required by law to be included herein shall be deemed to be included as though set forth at length. The parties agree that this Agreement does not waive or dispense with the requirements of any law including but not limited to the Charter of the City of Syracuse.

13. SEVERABILITY.

If any provision of this Agreement shall be held to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

14. MISCELLANEOUS.

A. This Agreement contains the entire understanding and agreement between the parties respecting the subject matter hereof. This Agreement may not be supplemented, modified, amended, released or discharged except by an instrument in writing signed by each party's duly authorized representative. All captions and headings in this Agreement are for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. Any waiver by either party of any default or breach hereunder shall not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

B. Insurance.

PayLock shall secure, at its expense, a general liability insurance policy with contractual liability coverage from an insurance carrier licensed and authorized to do business in New York. The insurance shall be in the minimum amount of \$1,000,000.00 per occurrence and \$1,000,000.00 as the aggregate limit of liability. The policy shall be in effect from the day on which services commence until final acceptance by the City of all work on the Project and for a period of three (3) years thereafter with the limits noted above. Certificates of such insurance coverage shall be delivered to the City and provide for thirty (30) days prior written notice of cancellation by certified mail to the City. The certificates and notices shall be sent to Sarah Eaton, Contract Clerk, Division of Purchase, Room 213, City Hall, Syracuse, New York 13202. The policies shall contain an endorsement providing that PayLock shall indemnify the City, its agents, servants and employees against claims brought against the City arising out of the negligence of PayLock in the performance of professional services for the City. Upon request, the policies of insurance shall be submitted to the Corporation Counsel for her approval and the insurance company shall be subject to the approval of the Corporation Counsel.

C. Bankruptcy.

In addition to any other provisions of this Agreement with respect to its termination, this Agreement shall terminate immediately upon the filing by or against PayLock, of any petition (voluntary or involuntary) in bankruptcy or for reorganization or for any arrangement under any bankruptcy or insolvency law or for a receiver or trustee involving any property of PayLock.

D. Stipulation.

PayLock stipulates that no member of the Common Council of the City of Syracuse or any other City officer or employee forbidden by law, is interested in, or will derive income from or is a party to this Agreement.

E. Independent Contractor.

PayLock, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of SYRACUSE.

F. Non-Discrimination.

PayLock agrees not to discriminate against any employee or applicant for employment on the basis of race, creed, national origin, sexual or affectional preference or orientation.

G. Amendment and Extent of Agreement.

This Agreement may only be amended by a written instrument signed by the City's Corporation Counsel and PayLock; provided that no change with respect to compensation or additional services may be made without the prior authorization of the Mayor and the Common Council. Except as provided above, PayLock waives any right to rely on any oral or written communications from any person or any City officers, employees and/or agents purporting to amend the provisions of this Agreement. This Agreement represents the entire agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral.

H. Assignment and Subcontractors.

Neither this Agreement nor the services agreed to be provided may be assigned, sublet or contracted out without the approval of the Commissioner of Finance, who, in his sole discretion, may determine the suitability of any proposed Subcontractor.

I. Waiver.

Failure of the City to insist upon strict performance of any of the covenants or conditions of this Agreement shall not be construed as a waiver or relinquishment of any of the covenants or conditions contained herein but the same shall remain in full force and effect.

J. Fair Employment and Licensure Opportunity Ordinance.

This contract is subject to General Ordinance No. 45-2014, the Fair Employment and Licensure Opportunity Ordinance of the City of Syracuse. This Ordinance requires that all City Contractors shall not include any question about a job applicant's prior criminal history on the job application and shall defer making any criminal history inquiry about a job applicant's past criminal convictions until after a conditional offer of employment is made. The City shall have the authority to suspend and terminate the contract for violations of the Fair Employment and Licensure Opportunity Ordinance.

K. City's Right to Audit


Subject to PayLock's reasonable security and confidentiality procedures, the City, or any third party retained by the City, may at any time upon prior reasonable notice to PayLock, during normal business hours, audit the books, records and accounts of PayLock to the extent that such books, records and accounts pertain to the Services hereunder. PayLock shall maintain all such books, records, and accounts for a period of at least three (3) years after the date of expiration or termination of this Agreement. The City's right to audit under this Section and PayLock's rights hereunder shall survive the expiration or termination of this Agreement for a period of three (3) years after the date of such expiration or termination.

16. NOTICES.

All notices, authorizations, and requests in connection with this Agreement shall be deemed given (i) five (5) days after being deposited in the U.S. mail, postage prepaid, certified or registered, return receipt requested; or (ii) three (3) days after being sent by overnight courier, charges prepaid; and addressed as first set forth above or to such other address as the party to receive the notice or request so designates by written notice to the other.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Agreement as of the date first set forth above.

Attest:


City Clerk

CITY OF SYRACUSE

By: 

Benjamin R. Walsh
Mayor

Dated: 8/22/2022

IPT LLC d/b/a PayLock

By: 

Name: Tom Kinney

Title: CEO

Dated: 8/12/2022

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
CITY OF SYRACUSE)

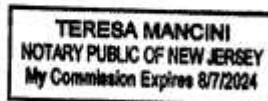
On this 22nd day of August, 2022 before me personally came Benjamin R. Walsh, Mayor of the City of Syracuse, with whom I am personally acquainted, who, being by me duly sworn, did depose and say: that he resides in the City of Syracuse, New York; that he is Mayor of the City of Syracuse, the corporation described in and which executed the within instrument; that he knows the corporate seal of said City of Syracuse and it was so affixed pursuant to the Charter of the City and that he signed said instrument as Mayor of said City of Syracuse by like authority; and the said Benjamin R. Walsh further says that he is acquainted with Patricia K. McBride and knows him to be the City Clerk of said City of Syracuse and that the signature of Patricia K. McBride was hereto subscribed pursuant to said Charter.

Caleb Citterler
Notary Public

STATE OF NEW JERSEY)
COUNTY OF Somerset) ss.:
CITY OF Somerville)

On this 12th day of August, 2022, before me personally came Tom Kinney to me known, who, being by me duly sworn, did depose and say: that he/she resides in Stanhope, NJ; that he/she is the CEO of IPT, LLC d/b/a PayLock, and that he/she executed the foregoing instrument in the name of said corporation, and that he/she had the authority to sign the same, and he/she acknowledged to me that he/she executed the same as the act and deed of the said corporation for the uses and purposes therein mentioned.

Teresa Mancini
Notary Public



City of Syracuse

CITY CLERK'S OFFICE

I, PATRICIA K. MCBRIDE, City Clerk of the City of Syracuse, New York do hereby certify that the attached is a true copy of an ORDINANCE:

Adopted by the Common Council on

August 1, 2022

Signed by the Mayor on

August 5, 2022



City Clerk

TO:

Mayor
Assessment Commissioner
Aviation Commissioner
Board of Elections
Bureau of Accounts
Citizen Review Board
City Auditor
City School District
Code Enforcement
Neighborhood and Business Development
Finance Commissioner
Corporation Counsel
United States Congressperson
Governor of New York State
New York State Senate
New York State Assembly
New York State Senator
Onondaga County Legislature

Management & Budget Director
Parks & Recreation Commissioner
Personnel & Labor Relations Dir.
Police Chief
Public Works Commissioner
Public Works/Bookkeeper
Purchase Department
Real Estate Division
Research Director
Water Department
Zoning Administration
United States Senator
Department of Engineering
Finance/Treasury
Finance (Water Bureau)
Fire Chief
Grants Management Director
Board of Education

3

Ordinance No. 516

2022

**ORDINANCE AUTHORIZING A CONTRACT
WITH IPT, LLC (D/B/A PAYLOCK) FOR
PARKING TICKET ENFORCEMENT SERVICES
AND EQUIPMENT ON BEHALF OF THE
DEPARTMENT OF FINANCE – PARKING
VIOLATIONS BUREAU**

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Director of the Office of the Management and Budget on behalf of the Department of Finance – Parking Violations Bureau has requested a waiver of the Request for Proposal process relative to parking ticket enforcement services due to the proprietary nature of the equipment and software and the specialized booting and supporting equipment and software and payment services relative to said booting operation, and has requested retention of IPT, LLC (d/b/a PayLock) to assist the City with Parking Ticket Enforcement, as they have provided these services to the City since 2007; and

WHEREAS, the Mayor has approved the waiver of the Request for Proposal process and the retention of IPT, LLC (d/b/a PayLock), under the following terms:

- (1) PayLock shall provide the City with services to assist the Department of Finance – Parking Violations Bureau with parking ticket enforcement. Under this agreement PayLock will be responsible for street patrol and immobilization of vehicles, supply of the boots and related software and equipment necessary for the booting operation at no cost to the City. PayLock will provide payment services for the booting operation and will assume all costs relative to such payment services including any credit card fees. PayLock will provide customer assistance over the phone through its 24/7 Help Center and will supplement the Help Center with a Web App that can be used with smart phones and tablets.
- (2) The term of the Agreement shall be for a three (3) year period effective as of July 1, 2022 through June 30, 2025.

- (3) PayLock will be compensated based on a fee of \$50.00 per boot application plus 28% of the parking fines, penalties and surcharges collected based on the application of a boot.

; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that the Commissioner of Finance is hereby authorized to collect parking fines, penalties, surcharges and boot fees by credit card, debit card, or e-check provided such payments are made directly to PayLock and nothing in this Ordinance or the agreement authorized herein shall authorize the acceptance of credit cards, debit cards, or e-checks in the Department of Finance including but not limited to the Parking Violations Bureau; and

BE IT FURTHER ORDAINED, that the payments to PayLock will be funded from the actual collections of parking fines, penalties, and surcharges and any other expenses will be funded from Department of Finance Budget Account #13100.01.541500 or such other Finance account as determined by the Commissioner of Finance.

Appendix F:

Issued Tickets Report

Date Range: 7/1/2017 12:00:00 AM to 6/30/2018 11:59:59 PM

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
105041C	10/27/2017 6:50 AM	ULS25F NJ	HARRISON ST	352	\$40.00
187005C	12/6/2017 12:00 AM	3XG778 MA	UNIVERSITY AVE	110	\$0.00
212121C	12/14/2017 4:21 PM	AYG1551 NY	TRACY ST	352	\$0.00
17902945	7/3/2017 9:50 AM	HMZ8693 NY	MONTGOMERY ST	705	\$50.00
17100313	7/3/2017 9:51 AM	FDB2838 NY	MADISON ST	779	\$30.00
17100314	7/3/2017 9:53 AM	GRY7542 NY	MADISON ST	779	\$0.00
170403737	7/3/2017 9:54 AM	CSC1251 NY	JUDSON ST	770	\$30.00
170403738	7/3/2017 9:55 AM	AYF4607 NY	JUDSON ST	770	\$30.00
170403739	7/3/2017 9:58 AM	HKN4049 NY	BRISTOL PL	770	\$45.00
171205254	7/3/2017 10:01 AM	GXY5102 NY	PROSPECT AVE	902	\$180.00
171205256	7/3/2017 10:03 AM	GGU7130 NY	PROSPECT AVE	902	\$0.00
17902950	7/3/2017 10:05 AM	FSZ7761 NY	JEFFERSON ST E	705	\$30.00
171205258	7/3/2017 10:06 AM	GGV7411 NY	PROSPECT AVE	902	\$0.00
17601872	7/3/2017 10:08 AM	FJC5828 NY	STATE ST S	854	\$40.00
170301053	7/3/2017 10:07 AM	GGX2055 NY	CITY LOT 21	718	\$115.00
171205259	7/3/2017 10:08 AM	HFX1459 NY	HICKORY ST	902	\$40.00
170301056	7/3/2017 10:10 AM	HEY6981 NY	CITY LOT 21	718	\$30.00
17902954	7/3/2017 10:12 AM	HCV1741 NY	WARREN ST S	705	\$145.00
170403742	7/3/2017 10:13 AM	HEY3403 NY	WESTCOTT ST	770	\$115.00
170301058	7/3/2017 10:14 AM	HEY5738 NY	CLINTON ST S	718	\$40.00
17203676	7/3/2017 10:20 AM	VKF8233 VA	IRVING AVE	753	\$65.00
17203678	7/3/2017 10:23 AM	AXP2848 NY	IRVING AVE	753	\$45.00
17601874	7/3/2017 10:24 AM	AGL8355 NY	MONTGOMERY ST	854	\$30.00
170301063	7/3/2017 10:26 AM	ANT3693 NY	WASHINGTON ST W	718	\$30.00
17100318	7/3/2017 10:28 AM	FMY5923 NY	MONTGOMERY ST	779	\$40.00
171205263	7/3/2017 10:32 AM	FZR9933 NY	SALINA ST N	902	\$30.00
17203682	7/3/2017 10:33 AM	ARP3612 NY	IRVING AVE	753	\$25.00

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City of Syracuse Parking Violations Bureau Performance Audit

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
171105195	10/12/2017 6:28 AM	192JGV OR	WESTCOTT ST	722	\$25.00
180301180	3/8/2018 11:57 AM	PAI NY	WAVERLY AVE	718	\$115.00
17506574	10/16/2017 9:32 AM	GLU9048 NY	CROUSE AVE S	806	\$40.00
171205525	7/11/2017 1:44 PM	HHR3681 NY	MADISON ST	902	\$45.00
242919C	2/7/2018 1:02 AM	051366R NJ	WALNUT AVE	551	\$65.00
189138C	11/14/2017 12:55 AM	HSN1342 NY	AVERY AVE	0	\$95.00
213626C	2/9/2018 12:00 AM	HMZ8094 NY	BORDEN AVE W	258	\$85.00
181000875	2/6/2018 9:38 AM	HEY3168 NY	MADISON ST	914	\$115.00
181301115	5/15/2018 11:43 AM	HAE1595 NY	MARSHALL ST	753	\$40.00
188230C	12/6/2017 7:33 PM	HVJ1482 NY	AVONDALE PL	159	\$0.00
199793C	9/8/2017 3:27 AM	GYB5422 NY	LORRAINE AVE N	551	\$115.00
171209614	12/5/2017 2:18 PM	DZF2682 NY	CROUSE AVE S	902	\$40.00
180900546	1/30/2018 1:53 PM	HHR3750 NY	COMSTOCK AVE	705	\$55.00
189702C	12/11/2017 4:00 PM	HCK2665 NY	WILLIS AVE	0	\$95.00
217524C	7/11/2017 10:06 AM	GSH1628 NY	EILEEN COLLINS BL	0	\$40.00
202745C	9/27/2017 7:30 PM	GMV6862 NY	BEATTIE ST	0	\$25.00
180600957	2/20/2018 9:55 AM	HUK2837 NY	CLINTON ST S	902	\$45.00
170600310	9/7/2017 2:57 PM	DUK3748 NY	WARREN ST S	854	\$180.00
17101137	8/9/2017 3:15 PM	HGZ7883 NY	CITY LOT 21	779	\$40.00
17505378	9/1/2017 9:39 AM	J27DUV NJ	HARRISON ST	806	\$65.00
181000133	1/8/2018 10:01 AM	83734MK NY	WASHINGTON ST W	914	\$30.00
181201863	6/12/2018 10:29 AM	HRV8481 NY	HARRISON ST	727	\$30.00
181200791	4/12/2018 10:13 AM	GWC1988 NY	ONONDAGA ST E	727	\$0.00
170407923	12/19/2017 11:53 AM	HCW8213 NY	SALT ST	770	\$40.00

of Tickets: 112,845
Total Issued Amount: \$5,532,303.00

Issued Tickets Report

Date Range: 7/1/2018 12:00:00 AM to 6/30/2019 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
150925C	1/16/2019 10:14 AM	GUV5130 NY	PARK ST	352	\$0.00
197816C	2/15/2019 3:11 AM	HKU4409 NY	ALLEN ST	425	\$0.00
191099C	8/9/2018 4:42 PM	HJL3118 NY	WHITTIER AVE	0	\$30.00
180604975	7/2/2018 9:27 AM	HZA7502 NY	WARREN ST S	902	\$30.00
180604976	7/2/2018 9:32 AM	HVX6139 NY	WATER ST E	902	\$45.00
180604978	7/2/2018 9:35 AM	HVE1184 NY	ERIE BLVD E	902	\$0.00
180604979	7/2/2018 9:37 AM	FBT9184 NY	ERIE BLVD E	902	\$0.00
180604980	7/2/2018 9:41 AM	HLX6082 NY	ERIE BLVD E	902	\$30.00
180604981	7/2/2018 9:45 AM	HUS5158 NY	ERIE BLVD E	902	\$30.00
180103727	7/2/2018 9:48 AM	HEY4839 NY	TOWNSEND ST S	779	\$0.00
180301722	7/2/2018 9:50 AM	HGY3870 NY	CLARENDON ST	718	\$40.00
180301723	7/2/2018 9:52 AM	FYA3969 NY	CLARENDON ST	718	\$65.00
181302083	7/2/2018 9:54 AM	HWM9776 NY	STATE ST S	753	\$115.00
180604985	7/2/2018 9:59 AM	APA1844 NY	WASHINGTON ST E	902	\$30.00
180604988	7/2/2018 10:02 AM	7FTZ543 CA	WASHINGTON ST E	902	\$30.00
181202141	7/2/2018 10:07 AM	GVY5392 NY	CROUSE AVE S	727	\$95.00
180604989	7/2/2018 10:11 AM	AYF4000 NY	MONTGOMERY ST	902	\$40.00
180403737	7/2/2018 10:13 AM	GGY4292 NY	MADISON ST	770	\$95.00
181202142	7/2/2018 10:13 AM	HWM7866 NY	MADISON ST	727	\$230.00
180604990	7/2/2018 10:15 AM	HMZ6352 NY	FAYETTE ST E	902	\$0.00
180604991	7/2/2018 10:17 AM	HLW1089 NY	FAYETTE ST E	902	\$95.00
180403741	7/2/2018 10:20 AM	6X77 NY	HARRISON ST	770	\$40.00
180403743	7/2/2018 10:22 AM	CVD1577 NY	HARRISON ST	770	\$115.00
180903162	7/2/2018 10:24 AM	HXN5532 NY	MARSHALL ST	705	\$30.00
180103735	7/2/2018 10:26 AM	FSA8560 NY	HICKORY ST	779	\$0.00
180903164	7/2/2018 10:28 AM	KSY2916 PA	UNIVERSITY AVE	705	\$40.00
180403746	7/2/2018 10:28 AM	HZA7854 NY	WARREN ST S	770	\$115.00

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City of Syracuse Parking Violations Bureau Performance Audit

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
181302925	8/3/2018 3:06 PM	FLD3050 NY	MARSHALL ST	753	\$40.00
180302089	7/18/2018 10:17 AM	BVK4411 NY	FAYETTE ST W	718	\$40.00
191101007	4/5/2019 7:55 AM	HVV1008 TX	MOSLEY DR	722	\$35.00
18505922	9/20/2018 9:32 AM	BSOL NV	OSTROM AVE	806	\$35.00

of Tickets: 92,827
Total Issued Amount: \$4,637,184.00

Issued Tickets Report

Date Range: 7/1/2019 12:00:00 AM to 6/30/2020 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
191102283	7/1/2019 6:17 AM	GUV6491 NY	LEXINGTON AVE	722	\$50.00
191102284	7/1/2019 6:19 AM	DWU8537 NY	ALLEN ST	722	\$25.00
191102286	7/1/2019 6:21 AM	JHR3874 NY	COLUMBUS AVE	722	\$85.00
191102289	7/1/2019 6:25 AM	HBP1072 NY	COLUMBUS AVE	722	\$25.00
191102292	7/1/2019 6:38 AM	494WZ IN	ALLEN ST	722	\$25.00
191102295	7/1/2019 6:48 AM	JFB1766 NY	EUCLID AVE	722	\$85.00
191102298	7/1/2019 6:54 AM	HKH4272 NY	EUCLID AVE	722	\$40.00
191102301	7/1/2019 7:07 AM	JBF7012 NY	BUCKINGHAM AVE	722	\$25.00
191102303	7/1/2019 7:20 AM	HTJ6082 NY	KENSINGTON PL	722	\$25.00
191102304	7/1/2019 7:34 AM	HRC8044 NY	HILLSDALE AVE	722	\$25.00
191102306	7/1/2019 7:41 AM	JAY1783 NY	HEMLOCK RD	722	\$25.00
191102309	7/1/2019 7:53 AM	GKU2928 NY	RIDGEWOOD DR	722	\$25.00
191102312	7/1/2019 8:06 AM	ATS9709 NY	COLLINGWOOD AVE	722	\$35.00
191102315	7/1/2019 8:15 AM	JCN9897 NY	FORDHAM RD	722	\$25.00
191102318	7/1/2019 8:22 AM	JEH4494 NY	DURSTON AVE	722	\$40.00
191102321	7/1/2019 8:45 AM	HGY1207 NY	COOK AVE	722	\$35.00
19504102	7/1/2019 9:23 AM	HGY4596 NY	MADISON ST	806	\$0.00
19504105	7/1/2019 9:29 AM	HMZ8882 NY	MADISON ST	806	\$50.00
19504108	7/1/2019 9:32 AM	HGL9038 NY	WALNUT AVE	806	\$25.00
191002119	7/1/2019 9:33 AM	39897MH NY	GENESEE ST	822	\$115.00
19504111	7/1/2019 9:35 AM	HAE3399 NY	WALNUT AVE	806	\$115.00
191002121	7/1/2019 9:36 AM	GEE8679 NY	GENESEE ST	822	\$40.00
191002122	7/1/2019 9:36 AM	GEE8679 NY	GENESEE ST	822	\$30.00
19504113	7/1/2019 9:45 AM	DSH4343 NY	COMSTOCK AVE	806	\$35.00
19504114	7/1/2019 9:55 AM	CFC3019 NY	BUCKINGHAM AVE	806	\$25.00
19504115	7/1/2019 10:00 AM	HZC4384 NY	ACKERMAN AVE	806	\$25.00
190605321	7/1/2019 10:04 AM	CCU4099 NY	WATER ST E	902	\$25.00

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City of Syracuse Parking Violations Bureau Performance Audit

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
20501742	4/28/2020 10:03 AM	JNL8021 NY	LEXINGTON AVE	806	\$85.00
291226C	1/13/2020 12:38 AM	PQB830 NY	WALNUT AVE	1062	\$30.00
201200173	1/13/2020 2:43 PM	HSE9360 NY	IRVING AVE	727	\$40.00
191104300	10/16/2019 11:39 AM	JHR5161 NY	GRUMBACH AVE	722	\$25.00
258709C	9/10/2019 10:32 PM	JKK3654 NY	LOEHR AVE	371	\$25.00
268503C	10/5/2019 8:20 AM	JFB6647 NY	DELRAY AVE	230	\$85.00
190606939	8/27/2019 3:23 PM	JFB6950 NY	MONTGOMERY ST	902	\$65.00
201001083	3/10/2020 9:30 AM	INETTE NY	BURT ST	822	\$40.00
190606111	7/30/2019 9:43 AM	HWM9692 NY	CLINTON ST S	902	\$30.00
201100486	2/6/2020 10:35 AM	JAY8187 NY	GENESEE ST E	753	\$65.00
20501377	3/13/2020 10:39 AM	KLL6961 PA	LIVINGSTON AVE	806	\$40.00
297234C	7/18/2019 10:49 PM	GXR4616 NY	BISHOP AVE	1031	\$115.00
200901408	4/28/2020 10:43 AM	JNL7423 NY	HIXSON AVE	705	\$85.00
190905371	11/12/2019 9:52 AM	JET7192 NY	SALINA ST S	705	\$30.00
292561C	8/14/2019 1:54 AM	GDW7458 NY	EILEEN COLLINS BL	1648	\$40.00
200602335	4/1/2020 9:29 AM	JPA4364 NY	JEFFERSON ST E	902	\$40.00
200601831	3/2/2020 11:24 AM	BGZ8462 NY	IRVING AVE	902	\$40.00
191204028	12/5/2019 10:16 AM	KKD4067 PA	WAVERLY AVE	727	\$45.00
201200305	1/21/2020 2:21 PM	JFB7746 NY	CROUSE AVE S	727	\$65.00
191102706	7/17/2019 7:29 AM	FGB6403 NY	MAPLEHURST AVE	722	\$25.00
191308047	12/13/2019 11:35 AM	GJJ4621 NY	GENESEE ST W	753	\$95.00
293405C	7/22/2019 7:39 AM	GEF2158 NY	MARLBOROUGH RD	840	\$85.00

of Tickets: 68,293
Total Issued Amount: \$3,283,654.25

Issued Tickets Report

Date Range: 7/1/2020 12:00:00 AM to 12/31/2020 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
286505C	7/3/2020 3:20 PM	JNY2386 NY	EILEEN COLLINS BL	9295	\$115.00
286259C	7/5/2020 5:55 AM	39475MH NY	EILEEN COLLINS BL	0	\$40.00
286005C	7/1/2020 9:43 AM	JMC3374 NY	EILEEN COLLINS BL	0	\$115.00
339988C	7/1/2020 4:36 PM	JMK1598 NY	EILEEN COLLINS BL	0	\$85.00
286611C	7/2/2020 8:11 PM	JCW4153 NY	EILEEN COLLINS BL	329	\$65.00
286616C	7/5/2020 4:03 PM	UPZ8759 VA	EILEEN COLLINS BL	9295	\$65.00
286269C	7/9/2020 9:15 AM	JRL1250 NY	EILEEN COLLINS BL	0	\$40.00
286270C	7/12/2020 3:37 PM	GUV4161 NY	EILEEN COLLINS BL	9295	\$40.00
286636C	7/26/2020 11:35 AM	JNE9922 NY	EILEEN COLLINS BL	0	\$40.00
286157C	8/6/2020 10:26 AM	JLU5117 NY	EILEEN COLLINS BL	0	\$115.00
286158C	8/8/2020 6:40 AM	HMZ6195 NY	EILEEN COLLINS BL	9295	\$115.00
286271C	7/13/2020 2:51 PM	HNT2938 NY	EILEEN COLLINS BL	0	\$115.00
285202C	7/16/2020 12:49 PM	HTJ7146 NY	EILEEN COLLINS BL	0	\$40.00
339954C	7/18/2020 4:44 AM	JHH7343 NY	EILEEN COLLINS BL	0	\$115.00
285321C	7/24/2020 2:26 PM	HYZ3011 NY	EILEEN COLLINS BL	9295	\$65.00
286368C	7/25/2020 5:00 AM	JHX8530 NY	EILEEN COLLINS BL	0	\$65.00
286156C	7/28/2020 11:42 PM	HKS3660 NY	EILEEN COLLINS BL	0	\$115.00
285443C	7/30/2020 1:45 PM	KVH0388 PA	EILEEN COLLINS BL	0	\$0.00
339520C	7/21/2020 10:41 AM	HBV8082 NY	EILEEN COLLINS BL	0	\$40.00
286278C	7/21/2020 4:02 PM	URC5689 VA	EILEEN COLLINS BL	329	\$65.00
293142C	8/1/2020 3:48 PM	HUK2181 NY	EILEEN COLLINS BL	0	\$40.00
285335C	8/3/2020 5:24 PM	JHS9551 NY	EILEEN COLLINS BL	329	\$0.00
285339C	8/5/2020 6:45 PM	35579LV NY	EILEEN COLLINS BL	0	\$65.00
285340C	8/5/2020 6:45 PM	35579LV NY	EILEEN COLLINS BL	0	\$65.00
293147C	8/6/2020 6:28 PM	BRR2107 NY	EILEEN COLLINS BL	329	\$40.00
285341C	8/9/2020 10:27 PM	240ADC NY	EILEEN COLLINS BL	0	\$40.00
285457C	8/10/2020 10:45 PM	GSF9123 NY	EILEEN COLLINS BL	0	\$85.00

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Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
# of Tickets:					28,143
Total Issued Amount:					\$1,512,440.00

Issued Tickets Report

Date Range: 1/1/2021 12:00:00 AM to 6/30/2021 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
211600001	1/1/2021 12:22 AM	JHR3717 NY	CROLY ST	0551	\$75.00
211600002	1/1/2021 12:23 AM	KHA1614 NY	CROLY ST	0551	\$140.00
211600003	1/1/2021 1:29 AM	1EKP77 MA	CROLY ST	0551	\$90.00
354521D	1/1/2021 10:07 AM	JFB6318 NY	DOROTHY ST	184	\$75.00
354522D	1/1/2021 10:08 AM	JFB6318 NY	DOROTHY ST	184	\$75.00
354523D	1/1/2021 10:08 AM	JFB6318 NY	DOROTHY ST	184	\$40.00
346088D	1/1/2021 10:45 PM	HTH9865 NY	BRYANT AVE	0	\$90.00
346089D	1/1/2021 11:25 PM	JFW2296 NY	BRYANT AVE	0	\$90.00
363558D	1/1/2021 11:37 PM	KDW3404 NY	WILLIS AVE	1089	\$85.00
363123D	1/1/2021 3:32 PM	HIPG4181 NY	CLEVELAND AVE	1069	\$75.00
363124D	1/1/2021 3:36 PM	HAB9865 NY	CLEVELAND AVE	1069	\$75.00
351622D	1/1/2021 2:25 PM	OGE875 NY	EILEEN COLLINS BL	486	\$40.00
351623D	1/1/2021 3:33 PM	JLK1448 NY	EILEEN COLLINS BL	486	\$40.00
343001D	1/1/2021 9:30 PM	JFB5797 NY	ALVORD ST N	221	\$90.00
348921D	1/1/2021 11:50 PM	HWW1908 NY	TENNYSON AVE	1089	\$75.00
348922D	1/1/2021 11:55 PM	KGG8403 NY	TENNYSON AVE	1089	\$100.00
363560D	1/1/2021 11:49 PM	EGN8162 NY	TENNYSON AVE	1089	\$75.00
338169C	1/1/2021 11:43 PM	FXG5247 NY	COMSTOCK PL	1069	\$45.00
338170C	1/1/2021 11:46 PM	JDZ8359 NY	COMSTOCK PL	1069	\$30.00
338171C	1/1/2021 11:48 PM	JHY2221 NY	COMSTOCK PL	1069	\$40.00
346090D	1/2/2021 12:38 AM	ARC5555 NY	WHITTIER AVE	0	\$140.00
346091D	1/2/2021 12:02 AM	JFB4611 NY	WHITTIER AVE	0	\$75.00
353175D	1/2/2021 1:25 AM	HRM5191 NY	LEXINGTON AVE	0	\$140.00
353176D	1/2/2021 1:30 AM	HRL2540 NY	LEXINGTON AVE	0	\$90.00
353177D	1/2/2021 1:30 AM	KGG2780 NY	LEXINGTON AVE	0	\$140.00
353178D	1/2/2021 1:34 AM	LBE0743 PA	LEXINGTON AVE	0	\$90.00
351167D	1/2/2021 3:09 AM	HTJ6869 NY	COLUMBUS ST	0	\$90.00

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Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
352155D	5/12/2021 4:34 AM	JRL359 NY	EILEEN COLLINS BL	0	\$0.00
352157D	5/12/2021 10:40 PM	FZR2398 NY	EILEEN COLLINS BL	0	\$0.00
357740D	5/12/2021 10:50 AM	ATJ7185 NY	EILEEN COLLINS BL	1648	\$40.00
357810D	5/12/2021 5:02 PM	JPP3420 NY	EILEEN COLLINS BL	0	\$0.00
357744D	5/13/2021 5:32 AM	KFD5098 NY	EILEEN COLLINS BL	0	\$0.00
357745D	5/13/2021 5:32 AM	KHZ1540 NY	EILEEN COLLINS BL	0	\$0.00
357746D	5/13/2021 5:47 AM	JNL9197 NY	EILEEN COLLINS BL	0	\$0.00
344905D	5/14/2021 6:20 AM	JPM7157 NY	EILEEN COLLINS BL	0	\$0.00
358020D	5/15/2021 3:40 PM	A576124 AR	EILEEN COLLINS BL	0	\$0.00
358022D	5/15/2021 4:33 PM	GDK6362 NY	EILEEN COLLINS BL	0	\$0.00
357813D	5/17/2021 10:06 PM	HBR1404 NC	EILEEN COLLINS BL	0	\$0.00
352159D	5/18/2021 4:27 PM	ASY8307 NY	EILEEN COLLINS BL	0	\$0.00
358023D	5/18/2021 11:19 AM	JCW1234 NY	EILEEN COLLINS BL	0	\$0.00
357814D	5/18/2021 6:56 AM	JPF8496 NY	EILEEN COLLINS BL	0	\$0.00
358025D	5/19/2021 1:36 PM	KOX8220 NY	EILEEN COLLINS BL	0	\$0.00
360291D	5/19/2021 7:11 AM	FMV4787 NY	EILEEN COLLINS BL	352	\$0.00
352053D	6/7/2021 10:40 AM	HZG2383 NY	MADISON ST	0611	\$50.00
353286D	5/5/2021 3:30 AM	KFT6684 NY	CODY AVE	488	\$65.00
361037D	4/30/2021 12:22 PM	49UD33 NY	TYLER CT	450	\$65.00
334147C	4/22/2021 10:47 AM	UNKUNK NY	UNK	0	\$40.00
358005D	5/2/2021 10:27 AM	UNKUNK NY	EILEEN COLLINS BL	0	\$40.00
344884D	5/24/2021 10:51 AM	UNKUNK NY	UNK	0	\$40.00
361155D	6/25/2021 7:03 PM	ASZ3550 NY	HICKOK AVE	083	\$40.00
343968D	6/13/2021 10:18 AM	UNKUNK NY	EILEEN COLLINS BL	0	\$40.00

of Tickets: 27,042
Total Issued Amount: \$1,808,315.00

Issued Tickets Report

Date Range: 7/1/2021 12:00:00 AM to 12/31/2021 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
346017D	7/1/2021 12:00 AM	RGOW6V MO	SUMNER AVE	241	\$75.00
344048D	7/1/2021 4:00 AM	HSN6034 NY	EILEEN COLLINS BL	396	\$65.00
210604958	7/1/2021 9:12 AM	JNL8667 NY	JEFFERSON ST W	902	\$40.00
344049D	7/1/2021 4:11 AM	KNJ6691 NY	EILEEN COLLINS BL	396	\$40.00
344050D	7/1/2021 5:13 AM	JNT4442 NY	EILEEN COLLINS BL	396	\$40.00
344052D	7/1/2021 7:30 AM	JHX2247 NY	EILEEN COLLINS BL	396	\$40.00
210604959	7/1/2021 9:16 AM	005734T NJ	CLINTON ST S	902	\$65.00
210604960	7/1/2021 9:19 AM	7128446 NY	CLINTON ST S	902	\$40.00
345314D	7/1/2021 9:17 AM	GGV4825 NY	BANK ALLEY	484	\$40.00
345315D	7/1/2021 9:17 AM	GGV4825 NY	BANK ALLEY	484	\$150.00
345316D	7/1/2021 9:17 AM	GGV4825 NY	BANK ALLEY	484	\$150.00
345317D	7/1/2021 9:20 AM	KNV8178 NY	BANK ALLEY	484	\$115.00
345318D	7/1/2021 9:20 AM	KNV8178 NY	BANK ALLEY	484	\$150.00
345319D	7/1/2021 9:20 AM	KNV8178 NY	BANK ALLEY	484	\$150.00
210604961	7/1/2021 9:21 AM	JAY2177 NY	CLINTON ST S	902	\$40.00
210604962	7/1/2021 9:22 AM	HJD8065 NY	CLINTON ST S	902	\$105.00
210604963	7/1/2021 9:24 AM	GMV5383 NY	CLINTON ST S	902	\$40.00
210604964	7/1/2021 9:27 AM	FGP5678 NY	FAYETTE ST W	902	\$40.00
210604965	7/1/2021 9:29 AM	JRW3767 NY	FAYETTE ST W	902	\$25.00
21503296	7/1/2021 9:31 AM	FYT2764 NY	WARREN ST S	806	\$40.00
210604966	7/1/2021 9:31 AM	FJN7082 NY	SALINA ST S	902	\$40.00
210604967	7/1/2021 9:32 AM	JRP9221 NY	SALINA ST S	902	\$105.00
21503297	7/1/2021 9:33 AM	NIKARMA OH	WARREN ST S	806	\$40.00
21503298	7/1/2021 9:34 AM	BG85660 IL	WARREN ST S	806	\$65.00
210604968	7/1/2021 9:38 AM	JAD1539 NY	FAYETTE ST W	902	\$40.00
210102495	7/1/2021 9:38 AM	GLB3960 NY	MADISON ST	779	\$40.00
210604969	7/1/2021 9:39 AM	JLK4348 NY	FAYETTE ST W	902	\$40.00

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City of Syracuse Parking Violations Bureau Performance Audit

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
366525D	11/29/2021 10:02 AM	UNKUNK NY	UNK	0	\$40.00

# of Tickets:	28,929
Total Issued Amount:	\$1,853,130.00

Issued Tickets Report

Date Range: 1/1/2022 12:00:00 AM to 6/30/2022 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
380148D	1/1/2022 6:46 AM	EPP6111 NY	EILEEN COLLINS BL	0	\$40.00
362047D	1/1/2022 3:55 PM	HNU3776 NY	IRVING AVE	299	\$115.00
344518D	1/1/2022 11:34 PM	KUB4741 NY	teal ave	0	\$90.00
351492D	1/1/2022 4:50 PM	JFG5651 NY	MADISON ST	0	\$115.00
374750D	1/1/2022 11:35 PM	KXD1572 NY	EILEEN COLLINS BL	0	\$65.00
380899D	1/1/2022 10:30 PM	JHR4667 NY	STATE ST N	0	\$100.00
367762D	1/1/2022 11:58 PM	JDP4036 NY	HICKORY ST	0	\$115.00
381041D	1/2/2022 3:40 AM	GCS799 VT	TENNYSON AVE	0	\$90.00
381042D	1/2/2022 3:50 AM	QNIR02 FL	TENNYSON AVE	0	\$90.00
381043D	1/2/2022 3:52 AM	KGZ2945 NY	TENNYSON AVE	0	\$110.00
381044D	1/2/2022 3:53 AM	KHR8620 NY	WHITTIER AVE	0	\$140.00
354031D	1/2/2022 3:27 AM	FRP8943 NY	MELROSE AVE	1023	\$75.00
354032D	1/2/2022 3:39 AM	KDJ1671 NY	MELROSE AVE	1023	\$140.00
353099D	1/2/2022 3:12 AM	KFD6947 NY	HOLLAND ST	0	\$90.00
362712D	1/2/2022 4:30 AM	KKY4415 NY	WARREN ST S	0	\$40.00
381050D	1/2/2022 4:10 AM	KTC92941 NY	WHITTIER AVE	0	\$75.00
380149D	1/2/2022 8:22 AM	KNV5592 NY	EILEEN COLLINS BL	0	\$115.00
381045D	1/2/2022 3:55 AM	GXX2956 NY	WHITTIER AVE	0	\$90.00
381046D	1/2/2022 3:57 AM	UNT2281 NY	WHITTIER AVE	0	\$90.00
381047D	1/2/2022 4:02 AM	TCY921 HI	WHITTIER AVE	0	\$90.00
381048D	1/2/2022 4:05 AM	GYA7378 NY	WHITTIER AVE	0	\$140.00
381049D	1/2/2022 4:06 AM	GYA7378 NY	WHITTIER AVE	0	\$115.00
381051D	1/2/2022 4:11 AM	JNW4320 NY	WHITTIER AVE	0	\$90.00
381052D	1/2/2022 4:12 AM	GVE6263 NY	WHITTIER AVE	0	\$90.00
381053D	1/2/2022 4:25 AM	KPK2780 NY	NELSON ST	0	\$140.00
362711D	1/2/2022 4:49 AM	KSF2521 NY	WARREN ST S	0	\$115.00
362713D	1/2/2022 5:30 AM	HKU8505 NY	MADISON ST	1057	\$90.00

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Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
378372D	6/30/2022 10:26 AM	TTJ6606 NY	BEAR ST	1031	\$100.00
369395D	6/28/2022 6:20 PM	KPY9996 NY	EILEEN COLLINS BL	0	\$65.00
359471D	6/27/2022 10:40 AM	KTTM3278 NY	EILEEN COLLINS BL	0	\$65.00
359389D	6/29/2022 10:49 AM	UNKUNK NY	UNK	0	\$40.00
E15NAP	6/29/2022 10:22 AM	UNKUNK NY	UNK	0	\$40.00

# of Tickets:	30,818
Total Issued Amount:	\$2,117,340.00

Issued Tickets Report

Date Range: 7/1/2022 12:00:00 AM to 12/31/2022 11:59:59 PM



Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
374829D	7/1/2022 12:00 AM	KPK2162 NY	EILEEN COLLINS BL	0	\$65.00
369519D	7/1/2022 1:20 AM	KTX8032 NY	CLARENCE AVE	0	\$100.00
369520D	7/1/2022 1:20 AM	HAA1724 NY	ACKERMAN AVE	236	\$40.00
359547D	7/1/2022 4:39 AM	HWV1352 NY	EILEEN COLLINS BL	19	\$40.00
359546D	7/1/2022 4:18 AM	HYM9001 NY	EILEEN COLLINS BL	0	\$40.00
359549D	7/1/2022 5:25 AM	K19EAX NJ	EILEEN COLLINS BL	0	\$65.00
359735D	7/1/2022 6:36 AM	GRV9053 NY	MERTENS AVE	352	\$40.00
359732D	7/1/2022 6:18 AM	KHR7218 NY	WINTON ST	0	\$100.00
359733D	7/1/2022 6:28 AM	HJK7274 NY	OAK ST	352	\$50.00
359734D	7/1/2022 6:28 AM	HJK7274 NY	OAK ST	352	\$65.00
359736D	7/1/2022 6:40 AM	43BKYQ FL	HELEN ST	352	\$100.00
359737D	7/1/2022 6:40 AM	KNV3171 NY	HELEN ST	352	\$100.00
359738D	7/1/2022 6:46 AM	JEN5825 NY	ELSNER ST	352	\$50.00
359739D	7/1/2022 6:52 AM	JAY2845 NY	RUGBY RD	352	\$50.00
220704326	7/1/2022 9:25 AM	GSF6655 NY	PEARL ST	966	\$40.00
22504115	7/1/2022 9:25 AM	AE86 NY	FAYETTE ST E	806	\$100.00
22504116	7/1/2022 9:26 AM	KSY3470 NY	FAYETTE ST E	806	\$40.00
221503531	7/1/2022 9:26 AM	KWB1778 NY	MONTGOMERY ST	902	\$90.00
22504117	7/1/2022 9:27 AM	GJH5983 NY	FAYETTE ST E	806	\$40.00
359741D	7/1/2022 7:04 AM	JHR4481 NY	PARK ST	352	\$40.00
359740D	7/1/2022 7:04 AM	KWD1032 NY	PARK ST	352	\$100.00
359742D	7/1/2022 7:11 AM	KTE3805 NY	PARK ST	352	\$100.00
359743D	7/1/2022 7:18 AM	KTX7547 NY	LODI ST	352	\$40.00
359744D	7/1/2022 7:12 AM	KMH4271 NY	LODI ST	352	\$40.00
359745D	7/1/2022 7:39 AM	JMK2531 NY	DIVISION ST W	352	\$100.00
359746D	7/1/2022 8:00 AM	KHE6978 NY	MADISON ST	352	\$40.00
359747D	7/1/2022 8:03 AM	JPU3603 NY	MADISON ST	352	\$40.00

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City of Syracuse Parking Violations Bureau Performance Audit

Ticket #	Issue Date / Time	Plate Number	Location	Badge #	Amount
394222D	12/26/2022 9:05 AM	KBW8518 NY	LAWRENCE ST	0	\$110.00
394223D	12/26/2022 9:30 AM	KMH6074 NY	CRAIG ST	0	\$110.00
394224D	12/26/2022 9:35 AM	JPJ1758 NY	CRAIG ST	0	\$75.00
394225D	12/26/2022 9:45 AM	HAY2066 NY	OAK ST	0	\$110.00
394226D	12/26/2022 9:56 AM	JNL9521 NY	OAK ST	0	\$90.00
394227D	12/26/2022 10:24 AM	KHY6776 NY	COMSTOCK AVE	0	\$85.00
394228D	12/26/2022 10:45 AM	36265NA NY	KENSINGTON RD	0	\$120.00
394229D	12/26/2022 10:51 AM	KBV7760 NY	BROAD ST	0	\$90.00
394230D	12/26/2022 11:17 AM	KTD9548 MS	WESTCOTT ST	0	\$110.00
376384D	12/26/2022 8:53 AM	KTM1992 NY	DELONG AVE	0	\$90.00
376385D	12/26/2022 9:21 AM	KGG3329 NY	KIRKPATRICK ST	0	\$120.00
376388D	12/26/2022 9:47 AM	JKY1097 NY	OAK ST	0	\$110.00
376389D	12/26/2022 9:52 AM	KBW2677 NY	OAK ST	0	\$110.00
376390D	12/26/2022 9:55 AM	KTM2280 NY	OAK ST	0	\$90.00
376392D	12/26/2022 10:41 AM	KNY2253 NY	KENSINGTON RD	0	\$90.00
376396D	12/26/2022 11:17 AM	KZZ9505 NY	WESTCOTT ST	0	\$110.00
387492D	12/26/2022 3:00 PM	AL89418 NY	ROSEMONT	0	\$85.00
369100D	12/26/2022 10:39 PM	HVM6531 NY	APPLE ST	0	\$90.00
369101D	12/26/2022 10:42 PM	KWV6473 NY	APPLE ST	0	\$90.00
369104D	12/26/2022 10:52 PM	KBW1217 NY	APPLE ST	0	\$110.00
360121D	12/26/2022 10:54 AM	KWV7431 NY	THURBER ST	318	\$120.00
381599D	12/26/2022 10:57 PM	HAU6498 NY	FELLOWS AVE	509	\$90.00
381600D	12/26/2022 10:59 PM	KEU4959 NY	FELLOWS AVE	509	\$110.00
373819D	12/30/2022 10:15 AM	KHR8210 NY	MADISON ST	0	\$85.00
377480D	12/31/2022 1:30 PM	KNP9798 NY	EILEEN COLLINS BL	0	\$40.00
381651D	12/19/2022 6:46 AM	UNKNOWN NY	CLEVELAND AVE	352	\$0.00
408352D	12/29/2022 11:02 AM	KHA7257 NY	BRACE ST	0	\$65.00
409269D	12/31/2022 10:34 AM	RPK6317 TX	GREEN ST	0	\$90.00
358803D	12/22/2022 1:40 PM	KTE1901 NY	PLUM ST	0	\$0.00
358804D	12/27/2022 1:40 PM	KTE1901 NY	PLUM ST	480	\$0.00

of Tickets: 33,017
Total Issued Amount: \$2,179,366.00

Appendix G:

**DEPARTMENT OF FINANCE
PARKING VIOLATIONS BUREAU
01.13310**

Program Responsibilities:

The Parking Violations Bureau is responsible for the adjudication of contested parking tickets. This includes, but is not limited to processing tickets, issuing reminder notices, fielding ticket related questions (via in-person, phone, email) and adjudication requests.

Major Functions	Total Budget	Activity Indicators	2021/2022 Actual	2022/2023 Estimate	2023/2024 Anticipated
Administrative	50%	Number of Parking Tickets Issued Parking Ticket Fines Assessed Number of Parking Ticket 1st Round Penalties Issued Parking Ticket 1st Round Penalties Assessed Number of Parking Ticket 2nd Round Penalties Issued Parking Ticket 2nd Round Penalties Assessed Number of Parking Ticket 3rd Round Penalties Issued Parking Ticket 3rd Round Penalties Assessed Number of Parking Tickets sent to Collections (of total number issued) Number of Payment Plans Total Fines and Penalties Assessed	59,742 3,970,805 32,548 597,925 15,384 307,610 11,566 346,710 12,532 73 5,223,050	66,020 4,291,300 30,708 667,942 17,820 356,400 13,212 396,560 11,346 100 5,612,002	80,000 5,000,000 35,000 6,000,000 20,000 400,000 15,000 4,250,000 13,500 200 15,650,000
Adjudication of Tickets	40%	Total Hearings Held Hearings Appeals	5,995 5,965 30	9,036 9,000 36	12,050 12,000 50
Collections	10%	Number of Tickets Paid Number of Tickets Subject to a Boot Total Collected (Fines/Penalties)	41,598 5,149 2,854,748	41,178 8,478 3,273,664	50,000 10,000 4,000,000

DEPARTMENT OF FINANCE
PARKING VIOLATIONS BUREAU
01.13310

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PERSONAL SERVICE DETAILS

Position	Grade	Rate	Number of Positions	
			2022/2023	2023/2024
Deputy Director	18E	\$59,054-\$78,407	0	1
Supervisor	15E	\$43,422-\$56,235	0	1
Legal Secretary II	10	\$45,459-\$54,380	0	1
Administrative Assistant	10	\$45,459-\$54,380	1	0
Administrative Aide	7	\$39,033-\$45,127	0	1
Clerk II	4	\$35,484-\$38,305	3	4
Info Aide	1	\$33,444-\$35,238	2	4
Subtotal			6	12
Temporary Services				
Sr. Hearing Examiner	FLAT	\$125/Hr.	6	6
Subtotal			6	6
GRAND TOTAL			12	18

Parking Violations Bureau
01.13310

	FY22 Actual	FY23 Adopted	FY23 Projected	FY24 Proposed
Personal Services				
510100 Salaries	7,425	217,642	178,695	523,165
510300 Temporary Services-P/T	56,169	93,000	79,000	150,000
Total Personal Services	63,594	310,642	257,695	673,165
Equipment				
520200 Office Equipment & Furnishings	0	12,500	12,500	0
Total Equipment	0	12,500	12,500	0
Contractual & Other Expenses				
540300 Office Supplies	1,342	9,000	8,000	32,500
541500 Professional Services	32,699	32,545	0	250
541600 Travel, Training & Development	0	180	180	180
541700 Contracted Services-Related Parties	0	0	32,295	30,000
Total Contractual & Other Expenses	34,040	41,725	40,475	62,930
TOTAL:	97,635	364,867	310,670	736,095

Appendix H:

may forthwith enter a default judgment and impound or immobilize said vehicle as more fully set forth in section 15-34 of Article II A herein.

M. The Bureau shall keep records and submit summarized monthly reports to the Commissioner of Finance of all notices issued and all fines collected by the Parking Violations Bureau, and of the final disposition or present status of every case of parking violations.

The Bureau shall, when so directed by the Commissioner of Finance, prepare and submit such additional certifications and notices as may from time to time be required to conform to the provisions of the Vehicle and Traffic Law of the State of New York.

These reports shall be public information.

N. Nothing in this ordinance shall authorize the Parking Violations Bureau to deprive a person of his right to counsel or to prevent him from exercising his right to answer, explain or defend any charge of a violation of any parking violation, ordinance, rule and regulation.

O. The Bureau shall perform such other or additional duties and keep such other and additional records as shall be prescribed by the Commissioner of Finance.

P. The Bureau shall keep and file a daily disposition report with the Commissioner of Finance. The daily disposition report shall indicate all monies collected from whatever source, all receipts issued, as well as all bank deposits made.

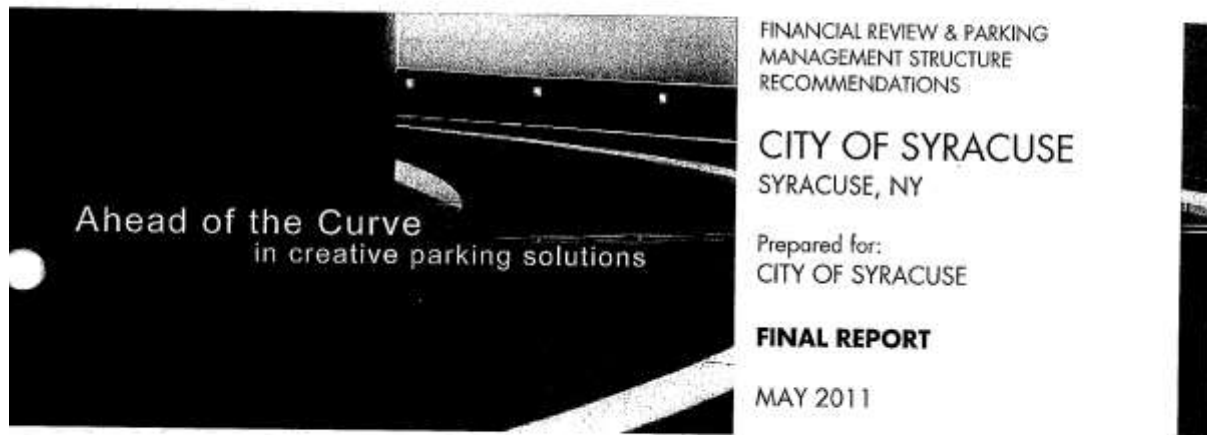
Q. The Commissioner shall provide to the Mayor and Common Council annually in September of each year, commencing in 2004, a report summarizing the activities of the Parking Violations Bureau for the prior fiscal year, including but not limited to an overall evaluation of the operation, number of tickets and notices issued, hearings held, appeals requested and revenue generated.

Sec. 15-32 E. Notice of violation

A. The notice of violation shall contain information advising the person charged of the manner and the time in which he may plead either guilty or not guilty to the violation alleged in the notice. Such notice of violation shall also contain a warning to advise the person charged that failure to plead in the manner and time provided shall be deemed an admission of liability and that a default judgment may be entered thereon. The Director shall prescribe the form and wording of the notice of violation. A duplicate of each notice of violation shall be served on the person charged in the manner hereinafter provided. The original or a facsimile thereof shall be filed and retained by the Bureau and shall be deemed a record kept in the ordinary course of business and shall be prima facie evidence of the facts contained therein.

B. A notice of violation shall be served personally upon the operator of a motor vehicle who is present at the time of service, and his name and address, together with the plate designation and the plate type as shown by the registration plates of said vehicle and the expiration date, the make or model and the body type of said vehicle; a description of the charged violation, including but not limited to a reference of the applicable traffic rule or provision of this chapter;

Appendix I:



WALKER
PARKING CONSULTANTS

CITY OF SYRACUSE, NY

PARKING MANGEMENT AND FINANCIAL STUDY – FINAL REPORT



WALKER
PARKING CONSULTANTS

MAY 2011

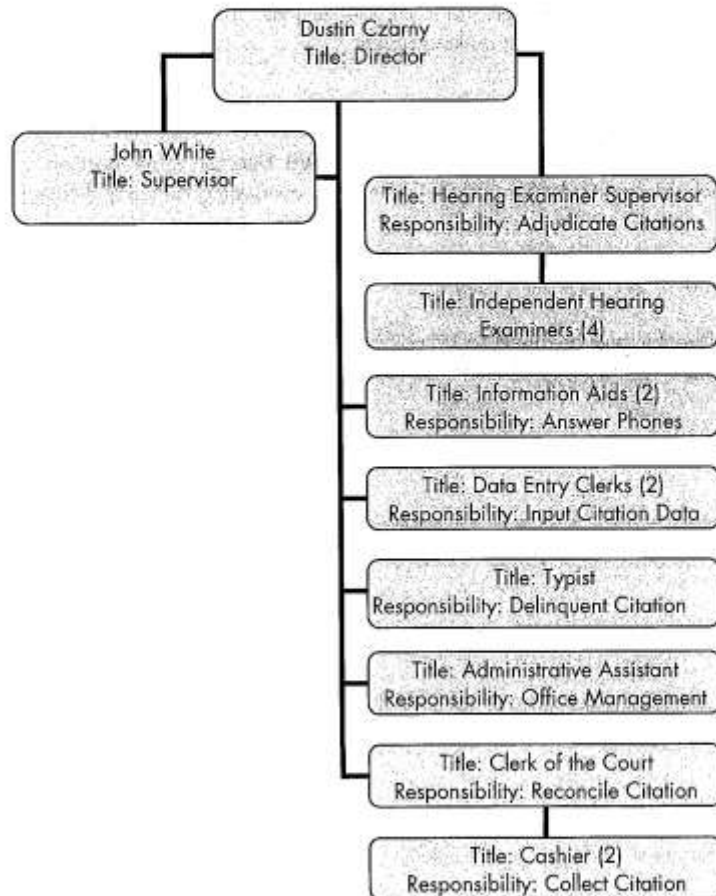
PROJECT # 20-1155.00

cellular) to the boot that disables the unit and allows removal by the vehicle owner. When and if the police staffing schedule allows, additional boot patrols are engaged by the Parking Enforcement Supervisor.

PARKING VIOLATIONS BUREAU

The Parking Violations Bureau ("PVB") is responsible for the collection of parking citation revenue and is administered under the City's Department of Finance. The organizational chart for the PVB is shown below.

Figure 3: Parking Violations Bureau Organizational Structure



Appendix J:

J

Payment Collections Summary

Date Range: 7/1/2017 12:00:00 AM to 6/30/2018 11:59:59 PM

Printed On: 3/28/2023 12:59 PM



AIMS_FILE_PROCESSOR ()

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Necr:	Other:	Total:
7/10/2017	\$0.00	\$1435.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1435.00
1/4/2018	\$0.00	\$1580.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1580.00
1/8/2018	\$0.00	\$0.00	6580.00	\$0.00	\$0.00	\$0.00	\$1235.00	\$905.00	\$0.00	\$8720.00
7/24/2017	\$0.00	\$1355.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1355.00
5/18/2018	\$0.00	\$550.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
10/31/2017	\$0.00	\$0.00	6770.00	\$0.00	\$0.00	\$0.00	\$1070.00	\$1080.00	\$0.00	\$8920.00
4/27/2018	\$0.00	\$0.00	4880.00	\$0.00	\$0.00	\$0.00	\$605.00	\$5735.00	\$0.00	\$11220.00
6/5/2018	\$0.00	\$100.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
10/5/2017	\$0.00	\$0.00	6030.00	\$0.00	\$0.00	\$0.00	\$720.00	\$3445.00	\$0.00	\$10195.00
4/1/2018	\$0.00	\$0.00	2820.00	\$0.00	\$0.00	\$0.00	\$305.00	\$0.00	\$0.00	\$3125.00
10/27/2017	\$0.00	\$1180.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1180.00
7/28/2017	\$0.00	\$0.00	4505.00	\$0.00	\$0.00	\$0.00	\$345.00	\$1620.00	\$0.00	\$6470.00
1/22/2018	\$0.00	\$0.00	8845.00	\$0.00	\$0.00	\$0.00	\$780.00	\$2175.00	\$0.00	\$11800.00
8/5/2017	\$0.00	\$635.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$635.00
1/30/2018	\$0.00	\$1425.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1425.00
5/6/2018	\$0.00	\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
5/9/2018	\$0.00	\$0.00	6525.00	\$0.00	\$0.00	\$0.00	\$290.00	\$4280.00	\$0.00	\$11095.00
11/12/2017	\$0.00	\$0.00	3955.00	\$0.00	\$0.00	\$0.00	\$130.00	\$380.00	\$0.00	\$4465.00
4/13/2018	\$0.00	\$0.00	8165.00	\$0.00	\$0.00	\$0.00	\$370.00	\$4155.00	\$0.00	\$12690.00
11/8/2017	\$0.00	\$865.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$865.00
5/10/2018	\$0.00	\$675.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$675.00
8/9/2017	\$0.00	\$0.00	3940.00	\$0.00	\$0.00	\$0.00	\$805.00	\$1240.00	\$0.00	\$5985.00
2/3/2018	\$0.00	\$0.00	4825.00	\$0.00	\$0.00	\$0.00	\$390.00	\$1275.00	\$0.00	\$6490.00
8/31/2017	\$0.00	\$695.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$695.00
4/28/2018	\$0.00	\$170.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170.00
11/27/2017	\$0.00	\$1105.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1105.00

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City of Syracuse Parking Violations Bureau Performance Audit

10/10/2017	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7/28/2017	\$0.00	-\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00
3/7/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10/25/2017	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1/4/2018	\$0.00	-\$15.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00
3/26/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.00
Totals:	\$100.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00	\$265.00
Grand Totals:	\$597677.44	\$578066.26	\$1997172.37	\$0.00	\$0.00	\$0.00	\$173005.00	\$1014276.60	\$79926.25	\$4440188.92

Payment Collections Summary

Date Range: 7/1/2018 12:00:00 AM to 6/30/2019 11:59:59 PM

Printed On: 3/28/2023 1:01 PM



AIMS_FILE_PROCESSOR ()

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Neer:	Other:	Total:
12/30/2018	\$0.00	\$0.00	2895.00	\$0.00	\$0.00	\$0.00	\$170.00	\$505.00	\$0.00	\$3570.00
6/26/2019	\$0.00	\$965.00	7735.00	\$0.00	\$0.00	\$0.00	\$740.00	\$1920.00	\$0.00	\$11360.00
7/5/2018	\$0.00	\$0.00	3730.00	\$0.00	\$0.00	\$0.00	\$140.00	\$3845.00	\$0.00	\$7715.00
6/12/2019	\$0.00	\$845.00	5105.00	\$0.00	\$0.00	\$0.00	\$255.00	\$1385.00	\$0.00	\$7590.00
3/23/2019	\$0.00	\$255.00	3250.00	\$0.00	\$0.00	\$0.00	\$355.00	\$1085.00	\$0.00	\$4945.00
9/26/2018	\$0.00	\$700.00	5995.00	\$0.00	\$0.00	\$0.00	\$800.00	\$2285.00	\$0.00	\$9780.00
3/9/2019	\$0.00	\$345.00	3170.00	\$0.00	\$0.00	\$0.00	\$325.00	\$555.00	\$0.00	\$4395.00
1/11/2019	\$0.00	\$695.00	5155.00	\$0.00	\$0.00	\$0.00	\$290.00	\$2820.00	\$0.00	\$8960.00
11/3/2018	\$0.00	\$345.00	2935.00	\$0.00	\$0.00	\$0.00	\$355.00	\$1265.00	\$0.00	\$4900.00
4/30/2019	\$0.00	\$400.00	7530.00	\$0.00	\$0.00	\$0.00	\$685.00	\$1200.00	\$0.00	\$9815.00
10/8/2018	\$0.00	\$25.00	5240.00	\$0.00	\$0.00	\$0.00	\$670.00	\$905.00	\$0.00	\$6840.00
4/4/2019	\$0.00	\$1135.00	5085.00	\$0.00	\$0.00	\$0.00	\$585.00	\$3165.00	\$0.00	\$9970.00
7/31/2018	\$0.00	\$480.00	5525.00	\$0.00	\$0.00	\$0.00	\$465.00	\$4105.00	\$0.00	\$10575.00
11/18/2018	\$0.00	\$45.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00
2/13/2019	\$0.00	\$515.00	6920.00	\$0.00	\$0.00	\$0.00	\$710.00	\$1105.00	\$0.00	\$9250.00
8/19/2018	\$0.00	\$0.00	3640.00	\$0.00	\$0.00	\$0.00	\$310.00	\$0.00	\$0.00	\$3950.00
8/12/2018	\$0.00	\$0.00	2395.00	\$0.00	\$0.00	\$0.00	\$135.00	\$186.00	\$0.00	\$2716.00
2/6/2019	\$0.00	\$420.00	5790.00	\$0.00	\$0.00	\$0.00	\$450.00	\$2320.00	\$0.00	\$8980.00
7/2/2018	\$0.00	\$1170.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1170.00
1/30/2019	\$0.00	\$290.00	6285.00	\$0.00	\$0.00	\$0.00	\$460.00	\$1705.00	\$0.00	\$8740.00
9/7/2018	\$0.00	\$730.00	6010.00	\$0.00	\$0.00	\$0.00	\$520.00	\$1840.00	\$0.00	\$9100.00
3/4/2019	\$0.00	\$450.00	7635.00	\$0.00	\$0.00	\$0.00	\$430.00	\$3620.00	\$0.00	\$12135.00
2/25/2019	\$0.00	\$1165.00	5955.00	\$0.00	\$0.00	\$0.00	\$180.00	\$805.00	\$0.00	\$8105.00
8/31/2018	\$0.00	\$820.00	5735.00	\$0.00	\$0.00	\$0.00	\$380.00	\$4980.00	\$0.00	\$11915.00
2/18/2019	\$0.00	\$95.00	4035.00	\$0.00	\$0.00	\$0.00	\$240.00	\$725.00	\$0.00	\$5095.00
6/19/2019	\$0.00	\$785.00	4610.00	\$0.00	\$0.00	\$0.00	\$495.00	\$5080.00	\$0.00	\$10970.00

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City of Syracuse Parking Violations Bureau Performance Audit

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Nocr:	Other:	Total:
4/2/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

VSEARS (Veronica Sears)

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Nocr:	Other:	Total:
7/3/2018	\$275.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00
8/22/2018	\$0.00	-\$25.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$25.00
8/8/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.00
12/26/2018	\$370.00	\$455.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$825.00
8/3/2018	\$0.00	-\$15.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$15.00
8/7/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
3/11/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12/4/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7/31/2018	\$0.00	-\$15.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$15.00
9/11/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$5.00
8/2/2018	\$0.00	-\$25.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$25.00
12/6/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3/13/2019	\$0.00	-\$5.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$5.00
2/1/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8/1/2018	\$0.00	-\$15.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$15.00
8/13/2018	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00
4/17/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5/13/2019	\$25.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
8/6/2018	\$0.00	-\$10.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$5.00
Totals:	\$670.00	\$345.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00	\$1100.00
Grand Totals:	\$536575.34	\$490909.25	\$1784624.00	\$175.00	\$0.00	\$0.00	\$151365.00	\$881733.97	\$52706.36	\$3898088.92

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Payment Collections Summary

Date Range: 7/1/2019 12:00:00 AM to 6/30/2020 11:59:59 PM

Printed On: 3/28/2023 1:04 PM



AIMS_FILE_PROCESSOR ()

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Neer:	Other:	Total:
5/25/2020	\$0.00	\$40.00	1335.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$0.00	\$1515.00
9/3/2019	\$0.00	\$1280.00	5845.00	\$0.00	\$0.00	\$0.00	\$650.00	\$2515.00	\$0.00	\$10290.00
3/3/2020	\$0.00	\$790.00	4165.00	\$0.00	\$0.00	\$0.00	\$705.00	\$0.00	\$0.00	\$5660.00
7/8/2019	\$0.00	\$925.00	5325.00	\$0.00	\$0.00	\$0.00	\$480.00	\$3555.00	\$0.00	\$10285.00
1/25/2020	\$0.00	\$145.00	2730.00	\$0.00	\$0.00	\$0.00	\$285.00	\$1870.00	\$0.00	\$5030.00
10/11/2019	\$0.00	\$1055.00	6070.00	\$0.00	\$0.00	\$0.00	\$625.00	\$5780.00	\$0.00	\$13530.00
9/29/2019	\$0.00	\$0.00	3775.00	\$0.00	\$0.00	\$0.00	\$185.00	\$0.00	\$0.00	\$3960.00
4/29/2020	\$0.00	\$195.00	3055.00	\$0.00	\$0.00	\$0.00	\$135.00	\$0.00	\$0.00	\$3385.00
2/20/2020	\$0.00	\$685.00	5780.00	\$0.00	\$0.00	\$0.00	\$395.00	\$1125.00	\$0.00	\$7985.00
1/13/2020	\$0.00	\$640.00	5420.00	\$0.00	\$0.00	\$0.00	\$400.00	\$5495.00	\$0.00	\$11955.00
6/25/2020	\$0.00	\$235.00	3640.00	\$0.00	\$0.00	\$0.00	\$170.00	\$1115.00	\$0.00	\$5160.00
1/6/2020	\$0.00	\$767.00	4080.00	\$0.00	\$0.00	\$0.00	\$565.00	\$2405.00	\$0.00	\$7817.00
8/3/2019	\$0.00	\$340.00	2550.00	\$0.00	\$0.00	\$0.00	\$500.00	\$3730.00	\$0.00	\$7120.00
2/1/2020	\$0.00	\$430.00	3860.00	\$0.00	\$0.00	\$0.00	\$80.00	\$935.00	\$0.00	\$5305.00
7/27/2019	\$0.00	\$560.00	1890.00	\$0.00	\$0.00	\$0.00	\$340.00	\$515.00	\$0.00	\$3305.00
6/13/2020	\$0.00	\$260.00	1510.00	\$0.00	\$0.00	\$0.00	\$380.00	\$305.00	\$0.00	\$2455.00
12/25/2019	\$0.00	\$65.00	1305.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$0.00	\$1510.00
6/6/2020	\$0.00	\$140.00	2465.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$0.00	\$2745.00
12/18/2019	\$0.00	\$480.00	2075.00	\$0.00	\$0.00	\$0.00	\$430.00	\$720.00	\$0.00	\$3705.00
8/22/2019	\$0.00	\$1020.00	5335.00	\$0.00	\$0.00	\$0.00	\$405.00	\$4080.00	\$0.00	\$10840.00
8/15/2019	\$0.00	\$795.00	4555.00	\$0.00	\$0.00	\$0.00	\$350.00	\$2675.00	\$0.00	\$8375.00
12/6/2019	\$0.00	\$945.00	4655.00	\$0.00	\$0.00	\$0.00	\$175.00	\$2485.00	\$0.00	\$8260.00
5/18/2020	\$0.00	\$375.00	3280.00	\$0.00	\$0.00	\$0.00	\$675.00	\$0.00	\$0.00	\$4330.00
9/10/2019	\$0.00	\$620.00	5790.00	\$0.00	\$0.00	\$0.00	\$190.00	\$2825.00	\$0.00	\$9425.00
3/10/2020	\$0.00	\$610.00	5120.00	\$0.00	\$0.00	\$0.00	\$560.00	\$1150.00	\$0.00	\$7440.00
10/18/2019	\$0.00	\$825.00	4520.00	\$0.00	\$0.00	\$0.00	\$395.00	\$2130.00	\$0.00	\$7870.00

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City of Syracuse Parking Violations Bureau Performance Audit

3/30/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	\$110.00
12/30/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3/18/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00
2/3/2020	\$0.00	-\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00
3/13/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$30.00
7/8/2019	\$0.00	-\$30.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$30.00
3/25/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$30.00
4/13/2020	\$0.00	-\$30.00	-555.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$310.00	-\$895.00
3/11/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11/6/2019	-\$10.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$10.00
11/13/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4/1/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$30.00
1/30/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1/27/2020	\$0.00	-\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00
3/11/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$80.00
4/21/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2500.00	-\$2500.00
10/16/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4/16/2020	\$0.00	-\$30.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$30.00	-\$60.00
8/5/2019	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3/12/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00
1/2/2020	\$0.00	-\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00
7/15/2019	\$0.00	-\$575.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$575.00
3/17/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00
3/26/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$90.00
3/19/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00	\$45.00
Totals:	\$75.00	-\$750.00	-\$555.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4345.00	\$3115.00
Grand Totals:	\$342516.00	\$345055.89	\$1436100.00	\$0.00	\$0.00	\$0.00	\$145580.00	\$514593.12	\$30090.37	\$2813935.38

Payment Collections Summary

Date Range: 7/1/2020 12:00:00 AM to 6/30/2021 11:59:59 PM

Printed On: 3/28/2023 1:05 PM



AIMS_FILE_PROCESSOR ()

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Neer:	Other:	Total:
8/2/2020	\$0.00	\$0.00	1385.00	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00	\$0.00	\$1510.00
11/19/2020	\$0.00	\$682.00	4370.00	\$0.00	\$0.00	\$0.00	\$705.00	\$3095.00	\$0.00	\$8852.00
5/2/2021	\$0.00	\$0.00	1360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1190.00	\$0.00	\$2550.00
11/5/2020	\$0.00	\$585.00	4050.00	\$0.00	\$0.00	\$0.00	\$450.00	\$1035.00	\$0.00	\$6120.00
8/28/2020	\$0.00	\$225.00	3890.00	\$0.00	\$0.00	\$0.00	\$250.00	\$4085.00	\$0.00	\$8450.00
2/22/2021	\$0.00	\$660.00	2865.00	\$0.00	\$0.00	\$0.00	\$195.00	\$3735.00	\$0.00	\$7455.00
7/21/2020	\$0.00	\$320.00	2345.00	\$0.00	\$0.00	\$0.00	\$140.00	\$5630.00	\$0.00	\$8435.00
6/28/2021	\$0.00	\$210.00	2395.00	\$0.00	\$0.00	\$0.00	\$80.00	\$4200.00	\$0.00	\$6885.00
4/20/2021	\$0.00	\$240.00	2340.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10320.00	\$0.00	\$12900.00
10/24/2020	\$0.00	\$150.00	1075.00	\$0.00	\$0.00	\$0.00	\$415.00	\$465.00	\$0.00	\$2105.00
8/16/2020	\$0.00	\$0.00	1875.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$1975.00
1/27/2021	\$0.00	\$160.00	2450.00	\$0.00	\$0.00	\$0.00	\$305.00	\$4735.00	\$0.00	\$7650.00
12/27/2020	\$0.00	\$0.00	1210.00	\$0.00	\$0.00	\$0.00	\$435.00	\$870.00	\$0.00	\$2515.00
7/2/2020	\$0.00	\$440.00	2435.00	\$0.00	\$0.00	\$0.00	\$245.00	\$4595.00	\$0.00	\$7715.00
7/9/2020	\$0.00	\$600.00	2325.00	\$0.00	\$0.00	\$0.00	\$75.00	\$8450.00	\$0.00	\$11450.00
12/20/2020	\$0.00	\$0.00	805.00	\$0.00	\$0.00	\$0.00	\$0.00	\$690.00	\$0.00	\$1495.00
6/16/2021	\$0.00	\$665.00	2390.00	\$0.00	\$0.00	\$0.00	\$80.00	\$5840.00	\$0.00	\$8975.00
6/9/2021	\$0.00	\$320.00	2415.00	\$0.00	\$0.00	\$0.00	\$385.00	\$7405.00	\$0.00	\$10525.00
1/15/2021	\$0.00	\$495.00	2430.00	\$0.00	\$0.00	\$0.00	\$450.00	\$4020.00	\$0.00	\$7395.00
7/28/2020	\$0.00	\$205.00	2955.00	\$0.00	\$0.00	\$0.00	\$195.00	\$6370.00	\$0.00	\$9725.00
12/8/2020	\$0.00	\$390.00	1910.00	\$0.00	\$0.00	\$0.00	\$265.00	\$5330.00	\$0.00	\$7895.00
5/21/2021	\$0.00	\$535.00	1315.00	\$0.00	\$0.00	\$0.00	\$255.00	\$5275.00	\$0.00	\$7380.00
5/28/2021	\$0.00	\$665.00	1835.00	\$0.00	\$0.00	\$0.00	\$120.00	\$4170.00	\$0.00	\$6790.00
12/1/2020	\$0.00	\$645.00	3165.00	\$0.00	\$0.00	\$0.00	\$195.00	\$6050.00	\$0.00	\$10055.00
11/24/2020	\$0.00	\$175.00	3285.00	\$0.00	\$0.00	\$0.00	\$200.00	\$1570.00	\$0.00	\$5230.00
5/9/2021	\$0.00	\$0.00	1160.00	\$0.00	\$0.00	\$0.00	\$135.00	\$750.00	\$0.00	\$2045.00

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City of Syracuse Parking Violations Bureau Performance Audit

10/7/2020	\$0.00	\$5660.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5660.00
7/30/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8/18/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
10/14/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00
9/18/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3040.00	\$3040.00
9/23/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00
9/30/2020	\$0.00	\$3950.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3950.00
Totals:	\$225.00	\$64531.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13545.00	\$78301.00

ZALEX (Zaire Alex)

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Necr:	Other:	Total:
9/10/2020	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals:	\$73155.80	\$536123.61	\$924415.00	\$0.00	\$0.00	\$0.00	\$83395.00	\$1734124.40	\$125934.71	\$3477148.52

Payment Collections Summary

Date Range: 7/1/2021 12:00:00 AM to 6/30/2022 11:59:59 PM

Printed On: 3/28/2023 1:08 PM



AIMS_FILE_PROCESSOR ()

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Necr:	Other:	Total:
10/27/2021	\$0.00	\$195.00	1465.00	\$0.00	\$0.00	\$0.00	\$80.00	\$3630.00	\$0.00	\$5370.00
4/23/2022	\$0.00	\$200.00	1215.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1530.00	\$0.00	\$2985.00
8/19/2021	\$0.00	\$305.00	1910.00	\$0.00	\$0.00	\$0.00	\$135.00	\$3795.00	\$0.00	\$6145.00
8/5/2021	\$0.00	\$760.00	2165.00	\$0.00	\$0.00	\$0.00	\$120.00	\$8505.00	\$0.00	\$11550.00
1/30/2022	\$0.00	\$0.00	455.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1850.00	\$0.00	\$2345.00
6/19/2022	\$0.00	\$0.00	605.00	\$0.00	\$0.00	\$0.00	\$265.00	\$2900.00	\$0.00	\$3770.00
12/23/2021	\$0.00	\$465.00	1415.00	\$0.00	\$0.00	\$0.00	\$150.00	\$5200.00	\$0.00	\$7230.00
10/15/2021	\$0.00	\$315.00	2065.00	\$0.00	\$0.00	\$0.00	\$230.00	\$5705.00	\$0.00	\$8315.00
3/28/2022	\$0.00	\$355.00	2175.00	\$0.00	\$0.00	\$0.00	\$95.00	\$6405.00	\$0.00	\$9030.00
10/1/2021	\$0.00	\$545.00	1770.00	\$0.00	\$0.00	\$0.00	\$155.00	\$6920.00	\$0.00	\$9390.00
1/18/2022	\$0.00	\$940.00	1270.00	\$0.00	\$0.00	\$0.00	\$40.00	\$3675.00	\$0.00	\$5925.00
7/24/2021	\$0.00	\$275.00	1255.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1300.00	\$0.00	\$2870.00
5/31/2022	\$0.00	\$754.00	1850.00	\$0.00	\$0.00	\$0.00	\$270.00	\$9625.00	\$0.00	\$12499.00
12/4/2021	\$0.00	\$370.00	1645.00	\$0.00	\$0.00	\$0.00	\$55.00	\$3695.00	\$0.00	\$5765.00
12/11/2021	\$0.00	\$300.00	940.00	\$0.00	\$0.00	\$0.00	\$115.00	\$1225.00	\$0.00	\$2580.00
11/27/2021	\$0.00	\$360.00	1270.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1225.00	\$0.00	\$2895.00
5/24/2022	\$0.00	\$965.00	2475.00	\$0.00	\$0.00	\$0.00	\$205.00	\$8515.00	\$0.00	\$12160.00
5/12/2022	\$0.00	\$445.00	2880.00	\$0.00	\$0.00	\$0.00	\$200.00	\$8255.00	\$0.00	\$11780.00
11/15/2021	\$0.00	\$215.00	2915.00	\$0.00	\$0.00	\$0.00	\$345.00	\$5010.00	\$0.00	\$8485.00
11/22/2021	\$0.00	\$695.00	2810.00	\$0.00	\$0.00	\$0.00	\$470.00	\$8440.00	\$0.00	\$12415.00
5/5/2022	\$0.00	\$600.00	2665.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7025.00	\$0.00	\$10290.00
11/8/2021	\$0.00	\$675.00	2250.00	\$0.00	\$0.00	\$0.00	\$375.00	\$5800.00	\$0.00	\$9100.00
1/11/2022	\$0.00	\$165.00	1335.00	\$0.00	\$0.00	\$0.00	\$55.00	\$5890.00	\$0.00	\$7445.00
7/17/2021	\$0.00	\$395.00	1625.00	\$0.00	\$0.00	\$0.00	\$170.00	\$1115.00	\$0.00	\$3305.00
11/3/2021	\$0.00	\$385.00	2830.00	\$0.00	\$0.00	\$0.00	\$80.00	\$6395.00	\$0.00	\$9690.00
4/16/2022	\$0.00	\$355.00	1160.00	\$0.00	\$0.00	\$0.00	\$80.00	\$1840.00	\$0.00	\$3435.00

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City of Syracuse Parking Violations Bureau Performance Audit

6/24/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00	-\$40.00
5/5/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$80.00	-\$80.00
2/23/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5/3/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4/25/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1.00	-\$1.00
11/12/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$65.00	\$0.00	-\$65.00
11/24/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6/6/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12/15/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12/27/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7/2/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1/26/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$130.00	-\$130.00
2/14/2022	\$0.00	-\$40.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00
3/31/2022	-\$100.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$100.00
3/10/2022	\$0.00	-\$150.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$150.00
4/5/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$75.00	-\$75.00
5/25/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$108.65	-\$108.65
Totals:	-\$100.00	-\$190.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$65.00	-\$434.65	-\$789.65

ZALEX (Zaire: Alex)

Date:	Cash:	Check:	Cred:	Debit:	Payd:	Bila:	Eft:	Nocr:	Other:	Total:
3/24/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10/18/2021	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5/24/2022	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals:	\$95.00	\$141992.00	\$605260.00	\$0.00	\$0.00	\$0.00	\$41940.00	\$1800855.60	\$363813.38	\$2953955.98

Appendix K:

person charged by registered or certified mail, return receipt requested, that such certification has been made and identifying the judgments or final determinations covered. ~~the notification shall further inform the person charged that the Commissioner of Motor Vehicles will deny any registration or renewal of registration of the person charged such vehicle and prohibit as provided that the person charged has complied with the provisions of this Article in connection with all judgments or final determination so certified.~~

B. Upon payment by or on behalf of the person charged of all judgments or determinations covered by the certification to the Motor Vehicle Commissioner or upon the giving of proof that such judgments have been paid, the Bureau shall issue a certificate attesting to the fact that this chapter has been complied with and such certificate shall be delivered to the Commissioner of Motor Vehicles.

12. Suspension of Motor Vehicle Registration

Nothing in this section is deemed to preclude the use of other suspension and/or denial of registration or renewal provisions provided in the New York State Vehicle and Traffic Law, such as sections 401(a) and 510 (4-b) of the Vehicle and Traffic Law.

(i) ~~As a condition of payment of a judgment in this Article shall result in a suspension of the owner's motor vehicle registration and a bar to renewal of said registration.~~

(ii) ~~The suspension of the registration shall take effect no later than thirty (30) days from the date the owner of the motor vehicle is given notice of the suspension and the suspension shall remain in effect as long as the notice remains unanswered or in the case of a bureau, the owner fails to comply with the rules and regulations following the receipt of a final decision or decision.~~

(iii) If the owner responds to the notice of suspension and satisfies the amounts owed as a result of the default judgment, the bureau or court shall provide prompt, timely notice to the Department of Motor Vehicles that such notices have been answered. Such notice shall be in accordance with procedures established by the Department of Motor Vehicles.

Sec. 15-40. Liability for Ownership, Leasing and Operation of Vehicles.


1. Definitions. Whenever used in this Article, the following terms shall have the following meanings:

14.

Appendix L:

Account Overpayments Report

Date Range: 7/1/2017 12:00:00 AM to 6/30/2017 11:59:59 PM



Posting Date:	Account #:	Full Name:	Acct. Bal.:	Ticket Bal.:	Permit Bal.:	Payment Type:	Amount:
7/10/2017 7:52 AM	HEY4523NY	[REDACTED] NY 13207	\$0.00	\$0.00	\$0.00	Credit Card	\$25.00
7/6/2017 2:44 AM	HNM2260NY	[REDACTED] JLSA, OK 74134	\$0.00	\$0.00	\$0.00	Check	\$5.00
7/5/2017 12:00 AM	80941MGNY	[REDACTED] NY 13308	\$0.00	\$0.00	\$0.00	Check	\$15.00
7/6/2017 3:06 AM	PCUSUNY	[REDACTED] YRACUSE, NY 13210	\$0.00	\$0.00	\$0.00	Check	\$5.00
7/3/2017 12:00 AM	HPM5090NY	[REDACTED] NY 13045	\$0.00	\$0.00	\$0.00	Check	\$15.00
7/10/2017 12:00 AM	GUU1523NY	[REDACTED] NY 13214	\$0.00	\$0.00	\$0.00	Check	\$30.00
7/11/2017 12:00 AM	FIN7294NY	[REDACTED] E, NY 13210	\$0.00	\$0.00	\$0.00	Check	\$45.00
7/14/2017 12:00 AM	GMR6771NY	[REDACTED]	\$0.00	\$0.00	\$0.00	Check	\$40.00

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Posting Date:	Account #:	Full Name:	Acct Bal.:	Ticket Bal.:	Permit Bal.:	Payment Type:	Amount:
3/1/2023 3:30 PM	GLUC9050NY 1	[REDACTED] [REDACTED] STERLING, NY 13156	\$0.00	\$0.00	\$0.00	Other	\$40.00
2/21/2023 12:00 AM	AF6001NY Address:	[REDACTED], WATER [REDACTED] NY 13221	\$0.00	\$0.00	\$0.00	Invoice Cloud	\$60.00
2/21/2023 12:00 AM	AF6001NY Address:	[REDACTED] [REDACTED], NY 13221	\$0.00	\$0.00	\$0.00	Invoice Cloud	\$15.00
Total Overpayments:							168
Total Amount:							\$7003.86

City of Syracuse Parking Violations Bureau Performance Audit

Appendix M:

	2023					2022				2021		
	Paylock collected	% of PY collected	Total Collected	% of PY collected	CCMR3 Collected	Paylock collected	% of PY collected	Total Collected	% of PY collected	CCMR3 Collected	Paylock collected	Total Collected
Parking collections:												
January	\$53,500	180%	\$306,026	138.63%	\$4,904	\$29,673	95%	\$220,751	105.90%	N/A	\$31,360	\$208,460
February	\$75,915	65%	\$292,464	109.22%	\$3,390	\$40,110	117%	\$267,782	129.89%	N/A	\$34,180	\$206,163
March	\$46,204	72%	\$538,332	99.53%	\$2,356	\$84,506	96%	\$359,825	108.95%	N/A	\$67,315	\$313,806
April		0%		0.00%	\$2,664	\$20,717	75%	\$258,215	91.64%	N/A	\$83,609	\$281,761
May		0%		0.00%	N/A	\$68,989	107%	\$278,042	125.37%	N/A	\$62,400	\$221,779
June		0%		0.00%	N/A	\$91,417	171%	\$292,470	134.13%	N/A	\$53,420	\$218,053
July		0%		0.00%	N/A	\$104,127	306%	\$330,918	163.52%	N/A	\$34,023	\$202,170
August		0%		0.00%	N/A	\$80,470	141%	\$229,672	97.39%	N/A	\$57,033	\$235,837
September		0%		0.00%	N/A	\$68,480	150%	\$239,240	105.42%	N/A	\$45,547	\$224,801
October		0%		0.00%	N/A	\$60,726	138%	\$270,491	124.21%	N/A	\$43,005	\$217,771
November		0%		0.00%	N/A	\$43,115	151%	\$274,996	120.15%	N/A	\$28,630	\$228,680
December		0%		0.00%	N/A	\$63,370	146%	\$319,596	139.04%	\$4,512	\$43,355	\$229,863
Total Collections:			\$936,722	28.20%	\$13,114		0%	\$3,321,998	119.17%	\$4,512	\$584,777	\$2,787,648
Paylock merging in effect												

Appendix N:

§ 1802. Receipts for fines or bail; installment payment plans, NY VEH & TRAF § 1802

N

KeyCite Yellow Flag - Negative Treatment
Proposed Legislation

McKinney's Consolidated Laws of New York Annotated
Vehicle and Traffic Law (Refs & Annos)
Chapter Seventy-One, Of the Consolidated Laws (Refs & Annos)
Title IX. Penalties and Disposition of Fines and Forfeitures
Article 45. Penalties and Disposition of Fines and Forfeitures (Refs & Annos)

McKinney's Vehicle and Traffic Law § 1802

§ 1802. Receipts for fines or bail; installment payment plans

Effective: June 29, 2021
Currentness

1. Receipts for fines or bail. Upon receipt of the payment of any fine or penalty collected under a sentence or judgment of conviction of a violation of any of the provisions of this chapter or any local law, ordinance, order, rule or regulation made by local authorities in relation to traffic or the deposit of bail of a person charged with a violation of any such provision, local law, ordinance, order, rule or regulation, the officer or employee receiving such payment or deposit shall issue a receipt therefor when the payment or deposit is made in cash. Whenever any such payment or deposit is made by check, money order or in other property, the officer or employee shall issue a receipt therefor upon request; provided, however, no such receipt shall be issued where a fine or penalty is paid by mail unless the name and address of the payee is known to such officer or employee or enclosed with the payment.

2. Installment payment plans. (a) Whenever fines and/or surcharges are imposed upon a natural person upon a conviction of a violation of any of the provisions of this chapter or any local law, ordinance, order, rule or regulation made by local authorities in relation to traffic, or whenever an order is entered pursuant to subdivision three of section two hundred twenty-seven of this chapter, the court or hearing officer shall offer such person the opportunity to enter into an installment payment plan at no charge for the payment of such fines and/or surcharges and any related fees including but not limited to those described in subparagraph (i) of paragraph (j-1) of subdivision two of section five hundred three, subdivision three of section five hundred fourteen and paragraph a of subdivision four of section two hundred twenty-seven of this chapter. Any such installment payment plan shall be comprised of all fines, fees and mandatory surcharges and shall consist of monthly payments that do not exceed two percent of such person's monthly net income or twenty-five dollars per month, whichever is greater. For the purposes of this subdivision, the term "net income" shall mean such person's total income from all sources and assets, minus deductions required by law including but not limited to administrative or court-ordered garnishments and support payments. A court or hearing officer may require the submission of a financial disclosure report, on a form prescribed by the commissioner, from all persons who opt to enter into installment payment plans. A court or hearing officer also may accept payments higher than the set amount, but may not undertake additional collection activity so long as the person meets his or her payment obligations under the installment payment plan. A court or hearing officer may undertake additional collection activity, but no sooner than ninety days after a person fails to meet their payment obligation under the installment payment plan. A court or hearing officer may require persons entering installment payment plans to appear periodically before such court or hearing officer, but no more frequently than annually, to assess their financial circumstances, and may set a new payment amount if such person's financial circumstances have changed. A person who enters into an installment payment plan and experiences a reduction in income may petition the court or hearing officer no more than two times in a calendar year to seek a reduction in the monthly payment; provided, however, in the interests of justice, the court or hearing officer may accept a reduction request from such person at any time.

§ 1802. Receipts for fines or bail; installment payment plans, NY VEH & TRAF § 1802

(b) The court or hearing officer shall have the discretion in the interests of justice to reduce or waive the amount of any fine, fee or mandatory surcharge assessed for a violation of any of the provisions of this chapter or any local law, ordinance, order, rule or regulation made by local authorities in relation to traffic.

(c) A person assessed a fine, fee and/or mandatory surcharge following a conviction for a violation of any of the provisions of this chapter or any local law, ordinance, order, rule or regulation made by local authorities in relation to traffic, or the entering of an order pursuant to subdivision three of section two hundred twenty-seven of this chapter, shall be notified of their right to an installment payment plan (a) at the time the summons is issued; (b) at the time of sentencing; and (c) in any communication concerning imposition or collection of a fine, fee or mandatory surcharge. Information about the availability of installment payment plans shall be prominently posted, in a clear and conspicuous manner: at each court and administrative tribunal and its website, if any, and on the commissioner's website.

Credits

(L.1959, c. 775. Amended L.2020, c. 382, § 3, eff. June 29, 2021; L.2021, c. 76, § 3, eff. June 29, 2021.)

Notes of Decisions (1)

McKinney's Vehicle and Traffic Law § 1802, NY VEH & TRAF § 1802

Current through L.2021, chapters 1 to 659. Some statute sections may be more current, see credits for details.

End of Document

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Appendix O:



DEPARTMENT OF FINANCE
CITY OF SYRACUSE, MAYOR BEN WALSH

PARKING PAYMENT PLAN

This PARKING PAYMENT PLAN AGREEMENT (this "Agreement"), made as of _____, 202__, by and between the **CITY OF SYRACUSE**, a municipal corporation incorporated and existing under the laws of the State of New York, with its offices located at City Hall, 233 East Washington Street, Syracuse, New York 13202 (hereinafter referred to as "**City**"), and {{FirstName}} {{LastName}} with an address {{StreetAddress}} {{Apt}}, {{City}}, {{State}}, {{Zipcode}} (hereinafter referred to as "Enrollee").

1. Enrollee hereby certifies that all of the information contained in the application for this Agreement is true and correct.
2. Enrollee hereby acknowledges responsibility for all parking tickets issued in the City of Syracuse for all motor vehicles owned/registered by/to him/her/it to the date of this Agreement.

Ticket	Ticket Number (Ex: 123456A)	Ticket Amount (Ex: \$40)
1	{{Ticket 1 Number}}	\$ {{Ticket 1 Amount}}
2	{{Ticket 2 Number}}	\$ {{Ticket 2 Amount}}
3	{{Ticket 3 Number}}	\$ {{Ticket 3 Amount}}
4	{{Ticket 4 Number}}	\$ {{Ticket 4 Amount}}
5	{{Ticket 5 Number}}	\$ {{Ticket 5 Amount}}
6	{{Ticket 6 Number}}	\$ {{Ticket 6 Amount}}
7	{{Ticket 7 Number}}	\$ {{Ticket 7 Amount}}
8	{{Ticket 8 Number}}	\$ {{Ticket 8 Amount}}
9	{{Ticket 9 Number}}	\$ {{Ticket 9 Amount}}
10	{{Ticket 10 Number}}	\$ {{Ticket 10 Amount}}
11	{{Ticket 11 Number}}	\$ {{Ticket 11 Amount}}
12	{{Ticket 12 Number}}	\$ {{Ticket 12 Amount}}
13	{{Ticket 13 Number}}	\$ {{Ticket 13 Amount}}
14	{{Ticket 14 Number}}	\$ {{Ticket 14 Amount}}
15	{{Ticket 15 Number}}	\$ {{Ticket 15 Amount}}
16	{{Ticket 16 Number}}	\$ {{Ticket 16 Amount}}
17	{{Ticket 17 Number}}	\$ {{Ticket 17 Amount}}
18	{{Ticket 18 Number}}	\$ {{Ticket 18 Amount}}
19	{{Ticket 19 Number}}	\$ {{Ticket 19 Amount}}
20	{{Ticket 20 Number}}	\$ {{Ticket 20 Amount}}
21	{{Ticket 21 Number}}	\$ {{Ticket 21 Amount}}
22	{{Ticket 22 Number}}	\$ {{Ticket 22 Amount}}
23	{{Ticket 23 Number}}	\$ {{Ticket 23 Amount}}

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

City Payment Center 233 E. Washington St., Room 122 Syracuse, N.Y. 13202
Office 315 448 8310 citypayments@syrgov.net

24	{{Ticket 24 Number}}	\$ {{Ticket 24 Amount}}
25	{{Ticket 25 Number}}	\$ {{Ticket 25 Amount}}
26	{{Ticket 26 Number}}	\$ {{Ticket 26 Amount}}
27	{{Ticket 27 Number}}	\$ {{Ticket 27 Amount}}
28	{{Ticket 28 Number}}	\$ {{Ticket 28 Amount}}
29	{{Ticket 29 Number}}	\$ {{Ticket 29 Amount}}
30	{{Ticket 30 Number}}	\$ {{Ticket 30 Amount}}
31	{{Ticket 31 Number}}	\$ {{Ticket 31 Amount}}
32	{{Ticket 32 Number}}	\$ {{Ticket 32 Amount}}
33	{{Ticket 33 Number}}	\$ {{Ticket 33 Amount}}
34	{{Ticket 34 Number}}	\$ {{Ticket 34 Amount}}
35	{{Ticket 35 Number}}	\$ {{Ticket 35 Amount}}
36	{{Ticket 36 Number}}	\$ {{Ticket 36 Amount}}
37	{{Ticket 37 Number}}	\$ {{Ticket 37 Amount}}
38	{{Ticket 38 Number}}	\$ {{Ticket 38 Amount}}
39	{{Ticket 39 Number}}	\$ {{Ticket 39 Amount}}
40	{{Ticket 40 Number}}	\$ {{Ticket 40 Amount}}
41	{{Ticket 41 Number}}	\$ {{Ticket 41 Amount}}
42	{{Ticket 42 Number}}	\$ {{Ticket 42 Amount}}
43	{{Ticket 43 Number}}	\$ {{Ticket 43 Amount}}
44	{{Ticket 44 Number}}	\$ {{Ticket 44 Amount}}
45	{{Ticket 45 Number}}	\$ {{Ticket 45 Amount}}
46	{{Ticket 46 Number}}	\$ {{Ticket 46 Amount}}
47	{{Ticket 47 Number}}	\$ {{Ticket 47 Amount}}
48	{{Ticket 48 Number}}	\$ {{Ticket 48 Amount}}
49	{{Ticket 49 Number}}	\$ {{Ticket 49 Amount}}
50	{{Ticket 50 Number}}	\$ {{Ticket 50 Amount}}
51	{{Ticket 51 Number}}	\$ {{Ticket 51 Amount}}
52	{{Ticket 52 Number}}	\$ {{Ticket 52 Amount}}
53	{{Ticket 53 Number}}	\$ {{Ticket 53 Amount}}
54	{{Ticket 54 Number}}	\$ {{Ticket 54 Amount}}
55	{{Ticket 55 Number}}	\$ {{Ticket 55 Amount}}

3. Enrollee does not contest the validity of the above referenced parking tickets and hereby specifically waives any rights he/she/it may have to contest said parking tickets.
4. Enrollee hereby acknowledges that the total amount of the outstanding fines, penalties and/or surcharges are \$ {{TotalDue}} and booting fees (if applicable) for the above referenced parking tickets which is the subject of this Agreement are \$ _____.
5. Enrollee acknowledges that until this agreement is fully executed and all of the fines, penalties and/or surcharges and booting fees (if applicable) are paid that there are no protections from vehicle(s) being booted and/or collections.

6. **IF THE VEHICLE HAS BEEN BOOTED OR TOWED:** Enrollee agrees to pay all of the booting fees set forth in paragraph #4, for a total down payment of \$ _____ **immediately** upon signing this Agreement and the remaining balance of the unpaid parking fines, penalties and/or surcharges in _____ equal monthly installments of no less than \$ _____, due and payable on the {{DueDate}} calendar day of each month following the date this Agreement is signed. I understand that I may pay more but not less than the agreed amount every month.
7. **IF THE VEHICLE HAS NOT BEEN BOOTED OR TOWED:** Enrollee agrees to pay the balance of the unpaid parking fines, penalties and/or surcharges in _____ equal monthly installments of no less than \$ _____, due and payable on the {{DueDate}} calendar day of each month following the date this Agreement is signed. I understand that I may pay more but not less than the agreed amount every month.
8. Payments should be made:
- a. **By Mail** with check or money order made payable to/mailed to; or
Commissioner of Finance
233 E. Washington St., City Hall Rm. 122
Syracuse NY 13202
 - b. **In Person** with cash, check or money order at
City Payment Center, City Hall, 233 E. Washington Street, Syracuse, NY 13202.
 - c. **By Drop Box** with cash, check or money order payable to City of Syracuse
The Drop Box is on the Market St. side of City Hall (address above)

*Enrollee authorizes City to either use information from Enrollee's check to make a one-time electronic transfer from Enrollee's account, or to process the payment as a check transaction.

9. Application of Payment: Unless specifically directed otherwise the City will apply any and all payments received pursuant to this Agreement for unpaid parking fines, penalties and/or surcharges at its sole discretion.
10. Enforcement: In exchange for Enrollee signing and complying with all the terms of this Agreement, the City agrees not to take any action to utilize any of its enforcement procedures, including, but not limited to booting, suspending present or future vehicle registration(s), and utilizing any and all other legal remedies to collect the unpaid parking fines, penalties and/or surcharges set forth in paragraph #4.
11. Default: Default means failure to make timely payment; or submission of a check(s) that is (are) dishonored. If Enrollee defaults, all of the unpaid debt subject to this Agreement shall become due and payable immediately and the City may, without further notice, enforce its remedies in any and all manners provided by law, including, without limitation, booting, suspension of registration(s) of all vehicle(s) presently or in the future owned/registered by/to Enrollee; Enrollee will not be eligible for future payment plan consideration for the above-referenced tickets.
12. Non-Waiver: The City's failure to enforce any of its rights upon default does not waive its rights to do so upon any other such default.
13. Waiver of Statute of Limitations: Enrollee agrees that upon any default, the time within which the City may enforce its remedies, as provided by law, will be extended by the amount of time that the City did not take enforcement action under the Agreement.
14. Waiver of Defenses: By signing this Agreement, Enrollee agrees to waive any defenses to, and not contest, any of the underlying unpaid fines, penalties and/or surcharges subject to this Agreement in any Court.
15. This Agreement is the complete Agreement between Enrollee and the City and contains all of the terms and conditions agreed upon by Enrollee and the City with respect to its

subject matter and may not be altered or modified without the express written consent of both Enrollee and the City.

16. No oral agreement entered into at any time, nor any other written agreement entered into prior to the execution of this Agreement, shall be deemed to exist, or to bind Enrollee and the City hereto, or to vary the terms and conditions contained herein.

The City of Syracuse hereto has duly reviewed and approved this Agreement as of the date and year first above written.

CITY OF SYRACUSE

By: _____ Date: _____
Name: _____

IN WITNESS WHEREOF, the Enrollee hereto has duly executed this Agreement as of the date and year first above written.

ENROLLEE

By: _____ Date: _____
Name: _____

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:

On the _____ day of _____, 202__ before me, the undersigned, a notary public in and for said state, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence, to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individuals or the persons upon behalf of which the individuals acted, executed the instrument.

Notary Public

IN WITNESS WHEREOF, the Registered Vehicle Owner hereto has duly executed this Agreement as of the date and year first above written.

REGISTERED VEHICLE OWNER

By: _____ Date: _____
Name: _____

Page 6 of 6

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:

On the ____ day of _____, 202__ before me, the undersigned, a notary public in and for said state, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence, to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individuals or the persons upon behalf of which the individuals acted, executed the instrument.

Notary Public

Appendix P:

Legislation

Search OpenLegislation Statutes

> [The Laws of New York \(/legislation/laws/all\)](/legislation/laws/all) > [Consolidated Laws of New York \(/legislation/laws/CONSOLIDATED\)](/legislation/laws/CONSOLIDATED) > [CHAPTER 71 Vehicle & Traffic \(/legislation/laws/VAT/-CH71\)](/legislation/laws/VAT/-CH71) > [TITLE 4 Registration of Vehicles \(/legislation/laws/VAT/T4\)](/legislation/laws/VAT/T4) > [ARTICLE 14 Registration of Motor Vehicles \(/legislation/laws/VAT/T4A14\)](/legislation/laws/VAT/T4A14)

PREVIOUS

[SECTION 401-B](/legislation/laws/VAT/401-B)
[Registration of tow trucks \(/legislation/laws/VAT/401-B\)](/legislation/laws/VAT/401-B)

UP

[ARTICLE 14](/legislation/laws/VAT/T4A14)
[Registration of Motor Vehicles \(/legislation/laws/VAT/T4A14\)](/legislation/laws/VAT/T4A14)

NEXT

[SECTION 402-A](/legislation/laws/VAT/402-A)
[Facsimile license plates \(/legislation/laws/VAT/402-A\)](/legislation/laws/VAT/402-A)

THIS ENTRY WAS PUBLISHED ON 2021-11-05 ⓘ

SHARE

SEE MOST RECENT VERSION BEFORE OR ON: 2021-11-05

SECTION 402

Distinctive number; form of number plates; trailers

Vehicle & Traffic (VAT) CHAPTER 71, TITLE 4, ARTICLE 14

§ 402. Distinctive number; form of number plates; trailers. 1. (a) No person shall operate, drive or park a motor vehicle on the public highways of this state unless such vehicle shall have a distinctive number assigned to it by the commissioner and a set of number plates issued by the commissioner with a number and other identification matter if any, corresponding to that of the certificate of registration

conspicuously displayed, one on the front and one on the rear of such vehicle, each securely fastened so as to prevent the same from swinging and placed, whenever reasonably possible, not higher than forty-eight inches and not lower than twelve inches from the ground; provided, however, that in any registration year for which only one number plate is issued, such number plate shall constitute a set of number plates for the time in which such use is authorized, shall be displayed on the rear of the vehicle and none shall be displayed on its front, except in case of a tractor, when such number plate shall be displayed on the front of the vehicle and none shall be displayed on its rear.

(b) (i) Number plates shall be kept clean and in a condition so as to be easily readable and shall not be covered by glass or any plastic material.

(ii) Number plates shall not be knowingly covered or coated with any artificial or synthetic material or substance that conceals or obscures such number plates or that distorts a recorded or photographic image of such number plates.

(iii) The view of such number plates shall not be obstructed by any part of the vehicle or by anything carried thereon, except for a receiver-transmitter issued by a publicly owned tolling facility in connection with electronic toll collection when such receiver-transmitter is affixed to the exterior of a vehicle in accordance with mounting instructions provided by the tolling facility.

2. Such number plates shall be of such material, form, design and dimensions and contain or set forth such distinguishing number or other identification marks as the commissioner shall prescribe, provided, however, that there shall be at all times a marked contrast between the color of the number plates and that of the numerals or letters thereon, and provided further that no vehicle shall display the number plates of more than one state at a time except where the vehicle is required to be

registered in more than one state, and provided further that the number plates of a rental vehicle shall not display any indication of the rental status of such vehicle nor shall any plate be used other than those issued by the commissioner.

3. No person shall operate or drive a motor vehicle drawing a trailer on the public highways of the state, unless such trailer shall have a distinctive number assigned to it by the commissioner and a number plate issued by such commissioner with a number corresponding to that of the certificate of registration displayed and fastened on the rear in the manner provided for number plates on the rear of a motor vehicle. The provisions of subdivision two of this section relating to number plates for motor vehicles shall apply to number plates for any such trailer. The provisions of this subdivision shall not apply when a newly constructed trailer is being drawn to or from a weighing station solely for the purpose of determining the weight thereof.

4. No person shall operate or drive a motor vehicle upon the public highways of this state having displayed thereon number plates not proper for such vehicle under the provisions of this chapter and, upon a conviction for this offense, the number plates shall be surrendered to the court for delivery to the commissioner. The failure to produce the certificate of registration or registration renewal stub of a vehicle shall be presumptive evidence of displaying number plates not proper for the vehicle. Every annual number plate issued shall remain the property of the state until the correct registration fee is paid. Every number plate of a permanent nature for use with a removable date tag which shall be issued shall remain the property of the state unless and until the commissioner finds that the state no longer has use for it. Number plates belonging to the state shall be under the control of the commissioner.

5. No person shall knowingly authorize or permit a number plate issued for a motor vehicle or trailer owned and registered by him to be

displayed on any motor vehicle or trailer other than a motor vehicle or trailer to which such number plate has been assigned by the commissioner, or upon which such number plate may legally be displayed under a temporary certificate of registration issued by a dealer under the provisions of section four hundred twenty of this chapter.

6. No owner shall knowingly cause or permit a vehicle owned by him to be operated, driven or parked upon the public highways of this state in violation of this section. Any violation of this section that occurs while a motor vehicle is parked on the public highways of this state shall constitute a parking violation.

7. It shall be unlawful for any person, firm, partnership, association, limited liability company or corporation to sell, offer for sale or distribute any artificial or synthetic material or substance for the purpose of application to a number plate that will, upon application to a number plate, distort a recorded or photographic image of such number plate.

8. A violation of this section shall be punishable by a fine of not less than twenty-five nor more than two hundred dollars, except that a violation of subparagraph (ii) or subparagraph (iii) of paragraph (b) of subdivision one of this section shall be punishable by a fine of not less than fifty nor more than three hundred dollars.

Appendix Q:

City of Syracuse

Q

CITY CLERK'S OFFICE

I, JOHN P. COPANAS, City Clerk of the City of Syracuse, New York do hereby certify that the attached is a true copy of an ORDINANCE:

Adopted by the Common Council on

August 24, 2020

Signed by the Mayor on

August 27, 2020


City Clerk

TO:

Mayor
Assessment Commissioner
Aviation Commissioner
Board of Elections
Bureau of Accounts
Citizen Review Board
City Auditor
City School District
Code Enforcement
Neighborhood and Business Development
Finance Commissioner
Corporation Counsel
United States Congressperson
Governor of New York State
New York State Senate
New York State Assembly
New York State Senator
Onondaga County Legislature

Management & Budget Director
Parks & Recreation Commissioner
Personnel & Labor Relations Dir.
Police Chief
Public Works Commissioner
Public Works/Bookkeeper
Purchase Department
Real Estate Division
Research Director
Water Department
Zoning Administration
United States Senator
Department of Engineering
Finance/Treasury
Finance (Water Bureau)
Fire Chief
Grants Management Director
Board of Education

14

General Ordinance No.

29

2020

**AN ORDINANCE TO AMEND THE TRAFFIC
CODE OF THE CITY OF SYRACUSE TO ADD A
NEW ARTICLE XXIII - "AMNESTY PROGRAM
2020" WHICH AUTHORIZES THE
COMMISSIONER OF FINANCE TO INSTITUTE
AN AMNESTY PROGRAM FOR UNPAID
PARKING TICKETS ISSUED BY THE
SYRACUSE POLICE DEPARTMENT**

WHEREAS, there exists a number of unpaid parking tickets issued by the Syracuse Police Department; and

WHEREAS, the penalties on said unpaid parking tickets have accumulated in many instances, thereby making it increasingly difficult to pay the same; and

WHEREAS, the Commissioner of Finance proposes an Amnesty Program which would establish a period in which delinquent penalties would be forgiven in consideration of payment of outstanding unpaid parking ticket fine/s and the New York State surcharge;

NOW THEREFORE,

BE IT ORDAINED, the Traffic Code of the City of Syracuse is amended to add a new Article XXIII Amnesty Program 2020 to read as follows:

ARTICLE XXIII. AMNESTY PROGRAM

Sec. 15-419. Program instituted.

The commissioner of finance is hereby authorized to institute an amnesty program upon the following conditions:

A. *Term.* The period of amnesty will commence on September 8, 2020 and terminate on September 25, 2020. Amnesty requests must be received during the period of amnesty to be considered for inclusion in the Amnesty Program.

B. *Qualifications.* All outstanding unpaid traffic parking tickets issued by any public servant, police officer or member of the police department prior to September 8, 2020 for which a civil judgment has not been entered nor which have been included in a bankruptcy proceeding may be paid during the amnesty period to obtain penalty forgiveness. Parking tickets for which civil judgment has been entered may be considered for eligibility under the

Amnesty Program at the discretion of the commissioner of finance.

C. *Amnesty payment.* The amnesty payment required in order to qualify for the amnesty program shall be equal to the unpaid outstanding parking tickets issued prior to September 8, 2020 and payment of the related New York surcharges thereto.

D. *Penalties forgiven.* The commissioner of finance is authorized to accept the amnesty payment and discharge the outstanding unpaid parking tickets covered by the amnesty payment without payment of penalties.

E. *Method of payment.* The Amnesty payment may be made at the drop box on the Market Street side of City Hall, by mail, by phone, or online, as designated by the commissioner of finance.

F. *Condition.* The Amnesty Program is conditioned upon the approval of the chief judge of the city court of Syracuse who will issue any necessary order of city court to the extent necessary for any outstanding parking tickets that pre-date the establishment of the Syracuse Parking Violations

Appendix R:

K

BY COUNCILOR BEY:

- H** 10. Abandon – The 1000 Block of South Clinton Street and the 100 Block of Cortland Avenue. No one spoke in favor and one (1) person spoke in opposition to the proposal. JMA Tech Properties, petitioner. (Public Hearing to be held on Monday, September 28, 2020 at 1:00P.M.) **H**
- 9-0** 11. Special Permit - To approve a Restaurant within a Convenience Store on property located at 1701 East Fayette Street. No one spoke in favor or in opposition to the proposal. There were two (2) waivers in regards to signage and off-street parking requirements. Carmen D. Rumaldo, applicant. Mohamed Alhoshishi, owner. **Gen. #31**

BY COUNCILOR RUDD:

- 9-0** 12. Agreement – With Spectrum, on behalf of the Office of Information Technology, for modification to the City's internet services, for the operation of the NYPA Smart City project's LORAWAN remote sensor network. Upgrades will be made to internet service at four fire stations, as detailed in Appendix A. Total cost not to exceed \$200 in upfront costs, and at current Spectrum rates will not exceed \$85 monthly (\$1,020 per year), (charged to Fund 01, Department 90000, I.T. Account #595860). **407**
- 9-0** 13. Approve – Settlement – Amica a/s/o/ Hale, Clayton v. City of Syracuse. Settlement amount of \$6,275.60, from Account #599304.01.93000, relative to a vehicle accident. **408**
- 9-0** 14. Approve – Settlement – National General Insurance Company a/s/o/ Kelly Ristoff v. City of Syracuse, Claim #2019-86. Settlement amount of \$7,331.38 to Plaintiff's counsel, Thomas George Associates, LTD, from Account #599302.01.93000, relative to a vehicle accident on September 24, 2019. **409**
- 5-4** 15. Purchase w/c/b – Agreement with Capital Collection Management (CCM), on behalf of the Department of Finance, Bureau of Treasury, for a pilot program to collect revenue from unpaid parking tickets and defaulted parking ticket payment plans for the period of 120 days and can terminate at any time. In exchange for their service CCM will keep a percentage of the generated revenue based on the amount of the past due debt, as detailed in the ordinance. **410**
Bey, Greene, Hogan, Allen
- 9-0** 16. Purchase w/c/b – From AppealTeach, the service of printing certain appellate court submissions for various legal actions on behalf of the Law Department, for the period of July 1, 2020-June 30, 2021. Total cost not to exceed \$27,000 to be charged to Account #540310.01.14200. **411**
- 9-0** 17. Purchase w/c/b – From Salt City Abstract Corporation and Independent Title Agency LLC for title search services, for the period of July 1, 2020-June 30, 2021, for Law \$50,000, Engineering Projects \$4,000 and Code Enforcement \$2,500. Total cost not to exceed \$56,500 to be charged to Accounts #541500.01.14200, #599807.07.80405 and #4306-0-046. **412**

Appendix S:

Posting Date Summary

Date Range: 9/8/2019 12:00:00 AM to 9/25/2019 11:59:59 PM

Printed On: 5/5/2023 6:42:15 PM



Adjustment	ADJUSTMENT	
N15	1	15.00
NYB3	5	45.00
NYB4	3	55.00
PENALTIES	10	165.00
VIOLATION	2	15.00

Total Amount of Payments: **\$295.00**

Counter	COUNTER	
N15	467	6766.00
N30	20	550.00
N5	8	40.00
NYB3	29	245.00
NYB3	95	1658.53
NYB4	39	524.47
NYB4	75	1665.00
OVERPAYMENTS	2	0.00
PENALTIES	200	3362.00
VIOLATION	497	9424.00

Total Amount of Payments: **\$24235.00**

Hearing	HRG	
N15	97	1455.00
N30	20	600.00

1/4

City of Syracuse Parking Violations Bureau Performance Audit

NYB3.	6	120.00
PENALTIES	11	300.00
VIOLATION	116	2400.00

Total Amount of Payments: **\$4875.00**

Judgment	JDG	
N15	18	130.57
N30	2	0.00
N5	5	5.00
NYB3	17	80.08
NYB4	18	160.36
PENALTIES	20	152.55
VIOLATION	23	191.43

Total Amount of Payments: **\$719.99**

Legal Collections	LEGAL	
N30	1	30.00
NYB3	1	10.00
NYB4	1	15.75

Total Amount of Payments: **\$55.75**

Lockbox	LOCKBOX	
N15	296	4230.00
N30	6	180.00
NYB3.	28	500.00
NYB4.	8	140.00
OVERPAYMENTS	25	785.00
PENALTIES	45	735.00
SKELETALS	12	240.00
VIOLATION	300	5540.00

2/4

Total Amount of Payments: **\$12350.00**

Mail	MAIL	
N15	80	1110.00
N30	7	210.00
NYB3	2	0.00
NYB3.	12	230.00
NYB4	2	0.00
NYB4.	6	145.00
OVERPAYMENTS	6	85.00
PENALTIES	25	450.00
VIOLATION	90	1835.00

Total Amount of Payments: **\$4065.00**

MuniPymt	MP	
N15	2158	32360.00
N30	18	540.00
NYB3	2	20.00
NYB3.	173	3460.00
NYB4	2	40.00
NYB4.	80	2400.00
OVERPAYMENTS	8	400.00
PENALTIES	598	11095.00
VIOLATION	2175	37770.00

Total Amount of Payments: **\$88085.00**

Paylock	PL	
N15	480	7170.00
N30	8	240.00
NYB3	79	780.00
NYB3.	274	5470.00

3/4

NYB4	77	1540.00
NYB4.	267	7990.00
OVERPAYMENTS	2	120.00
PENALTIES	487	9310.00
VIOLATION	489	9320.00

Total Amount of Payments: **\$41940.00**

Total Amount of Payments: **\$176620.74**

Posting Date Summary

Date Range: 9/8/2020 12:00:00 AM to 9/25/2020 11:59:59 PM

Printed On: 5/5/2023 6:38:25 PM



4	4	
N15	1	-15.00
Total Amount of Payments:		-\$15.00

Adjudication	ADJ	
N5	1	5.00
VIOLATION	2	15.00
Total Amount of Payments:		\$20.00

Adjustment	ADJUSTMENT	
N15	172	1825.35
N30	9	65.00
N5	39	195.00
NYB3	3	30.00
NYB3.	1	20.00
NYB4	5	90.00
NYB4.	1	30.00
PENALTIES	8	109.00
VIOLATION	157	1621.55
Total Amount of Payments:		\$3985.90

Collections	COLLECTIONS	
N15	4	45.00

1/5

City of Syracuse Parking Violations Bureau Performance Audit

N5	1	5.00
VIOLATION	6	85.00

Total Amount of Payments: **\$135.00**

Counter	COUNTER	
N15	507	6755.00
N30	21	505.00
N5	143	685.00
NYB3	4	40.00
NYB3.	1	20.00
NYB4	3	50.00
OVERPAYMENTS	11	181.65
PENALTIES	11	245.00
VIOLATION	984	14445.00

Total Amount of Payments: **\$22926.65**

Escrow for Appeal Decision ESCROW

N15	2	30.00
VIOLATION	2	50.00

Total Amount of Payments: **\$80.00**

Hearing HRG

N15	3	45.00
VIOLATION	3	65.00

Total Amount of Payments: **\$110.00**

Invoice Cloud IC

N15	7875	117791.15
N30	187	5600.00

2/5

City of Syracuse Parking Violations Bureau Performance Audit

N15	1199	17097.65
N30	46	1330.00
N5	202	1010.00
NYB3.	1	20.00
NYB4.	2	45.00
OVERPAYMENTS	36	591.25
PENALTIES	13	175.45
VIOLATION	2049	32161.90

Total Amount of Payments: **\$52431.25**

MuniPymt	MP	
N15	2162	32443.00
N30	20	600.00
N5	75	374.54
NYB3.	14	280.00
NYB4.	4	120.00
OVERPAYMENTS	1	0.50
PENALTIES	187	3985.00
VIOLATION	2288	36409.96

Total Amount of Payments: **\$74213.00**

Other	OTHER	
VIOLATION	2	25.00

Total Amount of Payments: **\$25.00**

Paylock	PL	
N15	13	195.00
OVERPAYMENTS	1	85.00
PENALTIES	2	50.00
VIOLATION	13	180.00

City of Syracuse Parking Violations Bureau Performance Audit

N5	1494	7466.97
NYB3	7	70.00
NYB3.	22	345.00
NYB4	6	120.00
OVERPAYMENTS	83	1480.00
PENALTIES	8	90.00
VIOLATION	10668	167142.37

Total Amount of Payments: **\$300105.49**

Legal Collections LEGAL

N15	55	825.00
NYB3	40	400.00
NYB4	40	800.00
OVERPAYMENTS	2	76.88
PENALTIES	53	1240.00
VIOLATION	53	865.00

Total Amount of Payments: **\$4206.88**

Lockbox LOCKBOX

N15	210	3080.00
N30	3	90.00
N5	5	5.00
NYB3.	1	20.00
NYB4	1	-20.00
OVERPAYMENTS	22	525.00
PENALTIES	5	-15.00
SKELETALS	23	295.00
VIOLATION	220	3600.00

Total Amount of Payments: **\$7580.00**

Mail MAIL

3/5

Total Amount of Payments: **\$510.00**

Total Amount of Payments: **\$466314.17**

Posting Date Summary

Date Range: 9/8/2021 12:00:00 AM to 9/25/2021 11:59:59 PM

Printed On: 5/5/2023 6:45:31 PM



Adjustment	ADJUSTMENT	
N15	2	30.00
OVERPAYMENTS	1	25.00
VIOLATION	2	50.00

Total Amount of Payments: **\$105.00**

Invoice Cloud	IC	
N15	1143	17025.00
N30	20	600.00
N5	4	20.00
NYB3	1	10.00
NYB3.	124	2480.00
NYB4	1	20.00
NYB4.	57	1680.00
OVERPAYMENTS	9	185.00
PENALTIES	388	7200.00
VIOLATION	1168	33810.00

Total Amount of Payments: **\$63030.00**

Lockbox	LOCKBOX	
N15	114	1710.00
N30	3	90.00
NYB3.	7	120.00
NYB4.	2	30.00

1/3

City of Syracuse Parking Violations Bureau Performance Audit

OVERPAYMENTS	5	200.00
PENALTIES	7	240.00
SKELETALS	15	200.00
VIOLATION	118	3550.00

Total Amount of Payments: **\$6140.00**

Mail	MAIL	
N15	272	3859.66
N30	11	254.00
NYB3	8	75.00
NYB3.	38	645.00
NYB4	7	123.00
NYB4.	17	430.00
OVERPAYMENTS	20	716.00
PENALTIES	94	1501.00
VIOLATION	291	7199.00

Total Amount of Payments: **\$14802.66**

MuniPymt	MP	
N15	629	9405.00
N30	6	180.00
NYB3	1	10.00
NYB3.	37	725.00
NYB4	1	20.00
NYB4.	14	415.00
OVERPAYMENTS	2	40.00
PENALTIES	185	3265.00
VIOLATION	635	18465.00

Total Amount of Payments: **\$32525.00**

Paylock	PL
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City of Syracuse Parking Violations Bureau Performance Audit

N15	354	5262.50
N30	4	120.00
NYB3	84	840.00
NYB3.	156	3110.00
NYB4	83	1655.00
NYB4.	150	4490.00
PENALTIES	358	6030.00
VIOLATION	353	7910.00

Total Amount of Payments: **\$29417.50**

Total Amount of Payments: **\$146020.16**

Appendix T:**Written Off Tickets Report**

Date Range: 1/1/2023 12:00:00 AM to 3/2/2023 11:59:59 PM

Users:

Terminals:



Ticket #	Issue Date	Written Off Date	Comment	Username	Hostname	Amount
6515742	5/15/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
6515742	5/15/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$15.00
6515742	5/15/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
6515742	5/15/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
6621112	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$7.00
6671622	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
6671622	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$15.00
6671622	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
6671622	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
6671622	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
6671632	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$15.00
6671632	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
6671632	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
6671632	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
E2983209	5/13/2004	1/27/2023 5:03 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00

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Ticket #	Issue Date	Written Off Date	Comment	Username	Hostname	Amount
418632X	1/8/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
436053X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
436053X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
436053X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
436053X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$15.00
436055X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
436055X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
436055X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
436055X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$15.00
436054X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
436054X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
436054X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
436054X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
436054X	1/3/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
428136X	1/2/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
428136X	1/2/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$5.00
428136X	1/2/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
428136X	1/2/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$20.00
428136X	1/2/1997	1/27/2023 5:59 PM	Write Off Export	AIMS_FILE_PROCESSOR	PVB-SERVER4	\$10.00
Totals: # of Tickets: 3266				Amount: \$188,359.79	Balance:	\$0.00

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