

FACILITIES COMMITTEE MEETING NOTES

Wednesday, May 3, 2023; 2:00PM

Depot Board Room

Attended: Commissioner Dawn Morgan, Commissioner Joe Deutsch, Commissioner Vicki Dawson, Commissioner Jerry Rostad, Commissioner Aaron Hill, Dave Leker, Susan Faus, Dave Bietz, Kevin Boe, Broc Lietz, Carolyn Boutain, Luke Evenson, Craig Bjur, Dave Klundt, Isabelle Sinkler, Kelly Kuntz, Mark Honzay, JLG Architects, Oliver Finneman, McGough Construction, Liana Long, Bekey Hicks, and Jodi Buzick

Virtual: Bill Mahar and Ryan Holdorf, Norris Design

Kevin Boe introduced Liana Long, new Administrative Assistant with the Recreation Department.

- Review bids for Fargo Parks Sports Complex Phase II

Dave Leker, Mark Honzay, JLG Architects, and Oliver Finneman, McGough Construction, presented. CMRA (Construction Manager at Risk) solicited and received bids for Phase II on March 30, 2023. The project was split into 37 bid packages and 84 bids were received. Bids came back favorable and below base. Reviewed the recommended low bids, internally and with design team, to develop recommended list of add alternates. The add alternates with the low bids for each package will be combined to achieve a GMP (Gross Maximum Price). The GMP is the number that will need formal action to approve the bid process at the May 16 board meeting. The total cost for Phase II was set at \$49 million. Phase II GMP inclusions include pre-engineered metal building with two sheet hockey, new north concourse, four new basketball courts, new parking road, hardscape and landscape, pre-engineered metal building for six pickleball courts, pre-engineered building for playground, two multipurpose rooms, east concourse extension and allowance for adding acoustic panels to the second floor. Staff recommended these alternates:

Alternate #1 - Provide North Concourse Mezzanine (add 2nd Story)

Alternate #2 - Provide Hockey Mezzanine - allows climate-controlled setting.

Alternate #3 - Provide Stair and Elevator to Mezzanine

Alternate #4 - Paint PEMB Structure/Frame/Columns at Area G (Ice)

Alternate #5 - Paint PEMB Structure/Frame/Columns at Area J (Pickleball and Playground)

Alternate #6 - Suspended Acoustical Ceiling Panels at Area H (Courts) – reduce noise.

Alternate #7 - Suspended Acoustical Ceiling Panels at Area J (Pickleball) – reduce noise.

Alternate #8 - Suspended Acoustical Ceiling Panels at Area J (Playground) – reduce noise.

Alternate #9 - Provide Multipurpose Room Exterior Patio (Full Buildout)

Alternate #10 - Provide Enclosure/Room Around Shooting Area

Alternate #12 - Provide Mezzanine Window at Area H (Courts)

Alternate #13 - Provide Sled Hockey Accommodations at Both Rinks

Alternate #14 - Provide Additional Courts Storage and Maintenance Rooms (increase to 56' x 20')

Alternate #15 - Provide Full Dasher Board Backer Panels at Entire Perimeter of Both Rinks

Alternate #16 - Provide Enhanced Ice Rink Control System

Alternate #18 - North Site Grading and Drainage – makes it easier to maintain, prep for potential future athletic fields.

Alternate #19 - Additional Sidewalks – allows safety for those walking around.

Alternate #20 - North Irrigation – match the south entrance.

Allowance #1 - Add Acoustic Panels to 2nd Level of Concourse

McGough construction costs and soft costs breakdown:

Phase I and II Construction & Softs Costs

Construction Costs

Phase I Guaranteed Maximum Price	\$69,303,358
Phase II GMP (Includes Owner Recommended Alternates and Allowance)	\$ 38,463,293
Total	\$107,766,651

Owner Soft Costs (Cost Estimate by Others)

Phase I Owner Soft Costs	\$ 8,356,299
Phase II Owner Soft Costs	\$ 7,660,634
Total Project Estimated Cost (Construction Costs + Soft Costs)	\$ 123,783,584

Project Funding Status

Phase I Approved Budget	\$ 77,659,657
Phase II Anticipated Budget	\$ 49,000,000
Total Project Funding	\$ 126,659,657

Project is under budget of \$2,876,073. Collaborative effort to bring costs under budget. There is still have 4% contingency for Phase II which will carry through the project.

Cost opinion options are not included in base bid or alternate list. Discussion of the north entrance for new drop off area could cost \$2.8 or \$3.4 million. No schematic design just rough costs. Commissioner Dawn Morgan added it would be useful to have an entrance on north side. If expanding to the west that would work well connecting east to the west. Dave Leker agreed. Commissioner Vicki Dawson asked if on both the main and 2nd floor. Dave Leker stated you could view ice from both floors. Tyler Kirchner stated it would mirror what is on south side so would not go all the way to the north to get a full volume space to make it look like the south side. The 2nd story can watch to the goalie. On first floor the entire space. Still studying this and wanted to discuss if there is interest. Commissioner Morgan stated this would be a great amenity. Commissioner Jerry Rostad inquired if any stairwell to north mezzanine. Tyler stated it would need one but that could move to allow for maximum space. Discussed still having an area with space to walk. Mark Honzay added the goal was to keep off the glass so there is viewing. Tyler stated the value of this is with the extended views. Once constructed it is done and no need to worry about entries. Commissioner Rostad added the north rink will be less desirable viewing for games, but this would remove that and add equity to both rinks. Commissioner Dawson stated everyone will hang out at the doorway. If entrance goes all the way that gives a lot more space to gather along the full stretch which is a positive. Kevin Boe mentioned moving the kiosk control desk, main greeting area, move it up the corridor. More information will be gathered and presented to the commissioners.

Commissioner Deutsch wondered if McGough could put something together. Mark Honzay stated schematic design is typically 20-25% of architectural services. Discussed this is not part of the GMP, it would be a separate cost. Broc Lietz added it would come out of the savings.

Commissioner Dawson inquired about alternate for north site grading and drainage. Dave Leker stated it is to spread the dirt out to maintain and not be a field of weeds. One thing asked of the design team was to look at what we want to make sure finish grade will work for soccer fields. Dave Bietz added the initial cost was just to grade out the area. Asked team to look at what it

would look like to add drainage which would allow for future athletic fields. Staff recommend no value for the north loop road, sidewalks at north loop road, and additional electrical panels for food truck concessions. The Park District concession team is going to have a high level of concessions so no need to bring in food trucks. Staff would recommend expanding north concourse and provide fountains and lights at pond. Staff would bring these back to the Commissioners for consideration. None of these cost opinion options are included in the GMP.

The Committee recommends moving to the full board for consideration for approval of the GMP. Staff will receive a proposal of cost to study the North Concourse extension and bring to commissioners.

Bring to full board: May 16, 2023

Review draft of Yunker Farm Master Plan recommendations

Carolyn Boutain, presented. Bill Mahar discussed slides they prepared covering project overview, timeline, public engagement, national park service process, planning and design concepts, and master plan. A master plan is a long-range plan to provide guidance of future park improvements and programs. The intent of the process is to understand existing uses and planning in the future, coordinate input and partnerships with stakeholders, engage the public to gain their ideas and concerns, establish a vision, phasing plan, and cost estimates, coordinate with National Park Service and update plan of utilization, and identify funding resources. The project timeline – September through June for final plan. Understanding the site with mix of uses with Northern Plains Botanical Society, historic farmstead, dog park, community gardens, Homeward Bound Animal Shelter, and maintenance facility. There is a need for park and recreation opportunities in North Fargo. Discussed understanding how big Yunker Farm Park really is and the need to look at uses and space to utilize entire park. Talked about opportunities and challenges. Inactive spaces, active spaces, and barriers in the area. A large portion of the park is currently passive. Active spaces are some of the botanic garden areas, but some expansions are inactive and would remain passive. The park does have a lot of barriers with University and 32nd, issue with pedestrian access, and turns its back to the neighborhood. About 30 acres of the 50-acre park is underutilized. That means further enhancement with 30 acres. Learned how connected North Fargo residents are to the park. Held three public meetings with a total combined 275 attended. Approximately 30 meetings with stakeholders. All expressed interest in future projects. Online survey and video and received over 500 completed surveys. Primary questions were what does the public value about the park, what needs improvement, and what are their new ideas and visions for the park. Kid friendly activities and community events was priority from community input. Key themes discussed, nature/botanic/agriculture, education/community, and recreation/amenities. The master plan includes community, inspire, keeping maintenance in mind, and supporting the neighborhood. The guiding principles were agriculture/botanical, environmental education, recreation, arts/culture.

Discussed the National Park Service (NPS) being very supportive of master plan but the program utilization needs to be updated. If doing any improvements on the park there are certain criteria that need to be approved by the NPS. They are setting up the outline to get this adopted when the master plan is in place. NSP requested to provide master plan idea to US Fish and Wildlife and State Historical Society.

Commissioner Vicki Dawson inquired as to part is governed by NPS. Carolyn Boutain advised all of it but where the Homeward Animal Shelter is located. Discussed what is original square footage of gardens now and what is in the plan? Bill stated 243 garden plots 30x30 in this master plan. Commissioner Dawson commented that the dog park shifted further west. Bill confirmed and stated will need to finalize with staff as to how many areas they want per type of dog. Commissioner Dawson noted the entrance has changed. Carolyn stated there were concerns with being too close to neighborhood access. The existing shelter belt is Park District property. The Park District Park Forester did review trees and a lot are green ash and with emerald ash bore, so document in the master plan acknowledged that some may be susceptible to that and may need to be taken out and replanted with other varieties of trees. The shelter belt is established so no encroachment and good buffer. Would want to enhance that to be a good neighbor.

The final master plan will be presented at the June 13, 2023, board meeting.

- **Review offer for Robert D. Johnson Building**

Dave Leker, presented. The appraisal from August 26, 2022, was \$1,270,000. The assessed value is \$1.1 million. Initial building cost and improvements were around \$745,000. The sale of this building is included in the Park District's long-range plan. Cass County made an offer April 21, 2023, of \$750,000, pending an inspection. Discussed developers reaching out to Dave Leker and Commissioner Dawn Morgan inquiring if the board would consider additional offers for this facility. Discussed two options to move forward, (1) move to the full board with Cass County's offer or (2) do a Request for Proposals (RFP) allowing other potential interested parties to put in an offer. Dave Leker stated Attorney Jeff Gunkelman suggested adding to the RFP Cass County could have the right to match any existing offer that an individual would make. Commissioner Morgan stated she feels it would be a good idea to look at other offers to see what the inclinations are. Historical and use need to be addressed. Cass County's ideas for use of the building to open services which would make it easier for the public to connect to services, and to establish the location again for voting. Commissioner Morgan likes the idea of a public building but is open to listen to other offers. Commissioner Aaron Hill added he sees no reason to not accept other proposals, in agreement if Cass County keeps it to use but wants to make sure to take care of public taxpayer as well. Commissioner Vicki Dawson stated our obligation is to the taxpayer not Cass County and there is no reason to sell at a drastic discount. Commissioners Dawson, Commissioner Hill and Commissioner Morgan stated they are interested in what other offers could bring. Commissioner Joe Deutsch stated he supports the idea going forward but cautioned the committee the board legally cannot control what a developer will do with the property. Commissioner Jerry Rostad stated the Park Board may want to consider a counteroffer. Commissioner Hill agreed, adding having other offers could give the Park District leverage as to what the property can bring on the open market. Dave Leker would ask Attorney Jeff Gunkelman to investigate giving Cass County the chance to match any offers. Broc Lietz added if the City of Fargo makes an offer, is there an obligation to go back to Cass County? Need clarification. Commissioner Rostad wondered if the board needs to bid publicly. Dave Bietz stated the board can consider any offer from anyone at any time, this is the answer he received from legal counsel in another instance of a land sale question. Carolyn Boutain added that Cass County understands the

Park District offices would remain in the building until we move to the new Fargo Parks Sports Complex, but a new buyer may not understand that. Commissioner Rostad reiterated going back to Cass County with a counteroffer. Counter first and inform them we have had inquiries. Commissioner Dawson agreed.

The Committee recommends moving to the full board for consideration and approval.

Bring to full Board: May 16, 2023

- **Continue Discussion on Fargo Park District footprint in Downtown Fargo**

Dave Leker, presented. At the April 19, 2023, Budget Meeting, Commissioners requested information from staff for keeping a footprint in Downtown Fargo. Discussed getting together with staff and looking at the pros and cons of keeping a certain percentage of staff downtown, what is the cost to keep the depot, expenses, etc. Pros are maintaining a downtown presence with other partners and historic nature of depot. Commissioner Joe Deutsch discussed earmarking some value of the sale of the Depot to put towards the Fargo Parks Sports Complex. Broc Lietz stated the sale of properties, including the Depot, was agreed to use the proceeds to replenish cash reserves that were put into the sports complex project. Commissioner Deutsch also stated the funds were pulled from the budget for updating the Depot breezeway and hardscape and these funds were put towards the complex.

Discussed costs. Annual utilities around \$50,000, maintenance around \$16,000, updating boilers \$650,000, snow rails to stop snow from falling from roof at \$110,000, updating some interior windows \$175,000. All in including the cost is \$2.2 million, \$2.1 million work of upgrades and the other is annual utilities and maintenance costs. Dave Bietz added we are not in ADA compliance; we would need to bring it up to existing codes.

Commission Dawn Morgan discussed the Depot being the most valuable historic property in Fargo. Have a lot of redevelopments happening in Downtown Fargo and the Park District stands out as one of the biggest reasons people move to Fargo and it is the quality of life. Mistake for us to lose our visibility. The Fargo Parks Sports Complex is about athletics. The Fargo Parks is about restoring nature, beautification, history.

Dave Leker discussed pros to move to the Fargo Parks Sports Complex. It is designed for the staff, we would have many staff in one location, new offices and space, employee retention, would boost morale, bring a lot of energy, and there are many efficiencies with the Fargo Parks Sports Complex. Most staff would like to stay together and move out there. A lot of the meetings are with departments and executives. Would only come downtown for meetings occasionally. Bekey Hicks, Administrative Assistant in the Recreation Department, stated she has worked the front desk for over six years. A very small portion of people even associate the Depot as where the main offices of the Fargo Park District are. Staff that would stay at the Depot would not be accessible to amenities of the walking track on breaks. Safety is a big issue downtown.

Commissioner Jerry Rostad stated the board is different now. There has been a lot of time spent talking about this. No one comes to the headquarters, people that are at the Depot have no opportunity to speak with our patrons. Moving to the Fargo Parks Sports Complex will allow staff to interact with everyone and user groups. Financial situation allowed us to take whatever we could get out of the sale of the Depot to put towards the Fargo Parks Sports Complex. The

previous board all approved it and now we have this facility that will open, and we have it all designed. To even begin to have this conversation now, Commissioner Rostad cannot get there. What is the use? Commissioner Aaron Hill stated for him keeping the Depot to utilize the building for public meetings, planning meetings, etc. The business we do is his priority. Commissioner Vicki Dawson asked Paul Grindeland, Director of Valley Senior Services, if moving to Ed Clapp from the Depot impacted them. Paul stated it has not hindered anyone to do business on 32nd Avenue. He added coming back to the Depot you deal with the railroad tracks and small parking lots. The Depot was known as the Valley Senior Services senior center. Kevin Boe added after spending 27 years at Courts Plus driving back and forth is not a problem. No issue to get down here to have a meeting. We are still going to have a footprint in Downtown Fargo with events and programs we offer as well as Island Park. We would never take programs out of Downtown Fargo. Commissioner Deutsch added he envisions and looks forward to Kevin and staff being onsite where the activities and things are going on. Staff can enjoy showing participants and being involved on the spot. His hope and vision are we have all hands-on brand-new stuff going on and the people are right in there a part of it. Commissioner Rostad added we are talking about the use for our staff. This building is not about beautification, etc. We are discussing where is the best place for the staff. Commissioner Dawson added we have made do and staff has made do because that what we have been asked to do. Staff will have a better place to work at the new Fargo Parks Sports Complex, and she would not want to leave the Administration behind. Not opposed to having a footprint downtown but not sure we can do that financially or if it's the best use of our staff. Susan Faus said she feels that is what staff would feel like. She has discussed with team members and that would be the consensus. Staff feels the decision was already made, finally can bring many more people together to collaborate and focus on work culture. It will be disruptive to the staff. Commissioner Deutsch empathizes with what the staff has voiced. Commissioner Morgan discussed city hall not having many people in their offices, that it is not busy, and it feels good to her. Commissioner Rostad added the public will be going to the Fargo Parks Sports Complex, they do not come to the Depot. We need to get the staff to where the public is going to be. Paul added when Valley Senior Services moved into new offices from Depot the staff was happy and comfortable. Valley Senior Services did not lose their identity by moving to a new location from Downtown Fargo.

- **Review draft of the refreshed Fargo Park District logo**

Carolyn Boutain and Kylie Kanwischer, presented. Carolyn stated the current Fargo Park District logo has served us well for the last 17 years, however as we continue to grow it's important to refresh our brand. Kylie shared that generally companies refresh/rebrand every 7 years. With new facilities, programs, and events in our future there is no better time to evaluate how we can best appeal to our community and audience. The reason for this refresh is to increase readability. Discussed the colors of the refresh being a little different, looked at increasing accessibility of fonts, removed the sun in the logo and now the loop on the g looks more like a river/trail. The text letters are navy blue. Simplified use of all mediums and applications on photos, merchandise, clothing, etc. Added a stack logo which will work with different spaces. Both logos will be used. Color pallet can pinpoint who is targeted. Blue is associated with reliability and trust and ties back to nature. Maintain the two greens. Orange represents movement and creativity where we would appeal to younger audience. With these colors we can add colors on top of these. Creating a strong visual identity that resonates with community. Traditionally capitalized the F and P and it reiterates we are stable and consistent. Modernize the overall brand, overall perception. If approved by the board marketing would set up a plan with budget, etc. Everything will be done in time. The big investment will be with the Fargo Parks Sports Complex, so we want to make the commitment

and stay with it. Commissioner Jerry Rostad likes it, it is bold, fresh, and clean. Commissioner Aaron Hill likes the stacked logo. Stated if approved, we need to start working on the signage of the new projects. Commissioner Rostad inquired what is the plan for existing signage. Marketing will work with the Park Director, Park Foreman and staff as they have started an inventory. The ones worn out would be first to be replaced, overtime replace current signs as they deteriorate. If Commissioners have things they want to see, they will work with that. Discussed how this brand with the other logos and brands of Departments within the Park District wouldn't impact them. Discussed the three trees and their representation of the Fargo Park District.

The Committee recommends moving to the full board on the Consent Agenda for consideration and approval.

Bring to full board: May 16, 2023

- **Review draft Amendment to Renew Golf Cart Lease Agreement**

Carolyn Boutain, presented. Discussed an extension with the current Golf Cart Rental Agreement. Staff recommends this due to cost benefits and the relationship the Fargo Park District has had with All Seasons Motorsports. TLM Holdings, LLC, d/b/a All Season Motorsports are the new owner. They are very knowledgeable and there are very few concerns moving forward with their ownership. In this arrangement there are a couple adjustments, the Fargo Park District added 16 more carts and continue to have 16 more carts in the new lease. Also discussed the liability and defined it more clearly, solely meant Fargo Park District staff and how we may have caused it versus we have rented it out. The Fargo Park District staff are taking on the responsibility and following up with rental person as to what they caused. The current fee has been researched and found it is a fair price and would cost more if we rebid, another reason to continue this arrangement. Discussed with staff if we should own our own carts, but it is very favorable to get new carts yearly. Commissioner Vicki Dawson inquired if we net a profit on cart rental. Luke Evenson confirmed the Fargo Park District does net a profit.

The Committee recommends moving to the full board on the Consent Agenda for consideration and approval.

Bring to full board: May 16, 2023

- **Review bids for the 2023 Park Pavement Improvements**

Dave Bietz, presented. Bids were received and opened April 13, 2023. Earthwork Services, Inc., was the only bid received. Receiving one bid is not uncommon. Discussed working with MBN Engineering, Inc., to find out why other entities did not bid. Reasons ranged from having other work to no interest to bid on the project. Discussed prioritizing a need to replace existing asphalt trails, transitioned into using a concrete product due to standing up better and less overall cost as concrete lasts much longer than asphalt. Earthwork Services, Inc., bid just over \$2 million for all the work needed. The goal was to spend \$1.2 to \$1.3 million. Discussed receiving West Fargo School District bids as well as a city of Fargo sidewalk bid to compare, and these comparisons showed our cost is a little bit better than those bids. Staff recommends awarding the bid to Earthwork Services, Inc., for pavement improvements at

McCormick and Jefferson trails, Village West trail, and the Rose Creek warehouse for approval to spend \$1,335,055. Discussed eight projects that we were not able to do in this budget. Commissioner Jerry Rostad asked from a budgeting perspective if are we keeping up or do we need to raise that? Discussed ongoing maintenance and not wanting to lose ground. Dave Bietz stated he feels that number does need to increase. We need to do internal homework and data to articulate that. We are going to advocate in our budget to do an inventory assessment. Dave Leker added the assessment can include an inventory of our signs.

The Committee recommends moving to the full board and place on the Consent Agenda for consideration and approval.

Bring to full Board: May 16, 2023

- **Review bids for the Edgewood Golf Course Driving Range Improvements**

Dave Bietz, presented. Bids were received and opened April 13, 2023. Three bids received from All Finish Concrete, Inc., Accelerated Green Works, Inc., and Earthwork Services, Inc. Staff recommends awarding the bid to Accelerated Greenworks, Inc., in the amount of \$72,162. The bid fits within our allocated budget of \$75,000. Accelerated Greenworks, Inc., was the same contractor that did the tee space at Osgood Golf Course. Discussed the timeframe where the work will be completed this fall, so it is the least amount of disruption to our patrons.

The Committee recommends moving to the full board and place on the Consent Agenda for consideration and approval.

Bring to full Board: May 16, 2023

- **Review Request for Proposals for the 2023 Playground Replacement Projects**

Dave Bietz, presented. Request for Proposals were received and opened April 13, 2023. The Park District set a budget of \$340,000 and requested vendors develop the best design within that budget. Dave Bietz stated this process is desired by vendors. Received two bids from My Turn Playsystems and Dakota Playground. The review committee consisted of Tony Eukel from MBN Engineering, Inc., Tyler Kirchner-Project Manager, Matt Braun-Park Foreman, and Tony Schmitt-Park Director, from the Fargo Park District. Upon review and scoring of the proposals, staff recommends awarding the proposal to My Turn Playsystems for a Burke system. Discussed the Request for Proposal process gives the Fargo Park District the most flexibility and when vendors bidding understand how they are going to be graded it resolves anyone thinking there are favorites. Tony Schmitt stated we get a better product when we give a budget to spend and ask the vendor to give us the best design within those dollars.

The Committee recommends moving to the full board and place on the Consent Agenda for consideration and approval.

Bring to full Board: May 16, 2023

- **Review Request for Proposals for Fargo Parks Sports Complex Playground Project**

Dave Bietz, presented. Request for Proposals were received and opened April 20, 2023. The Park District set a budget of \$450,000 and requested vendors develop the best design within that budget. Received two bids from Grondahl Recreation, Inc., and Dakota Playground. The review committee consisted of Tony Eukel, MBN Engineering, Inc., Mark Honzay, JLG Architects, Tyler Kirchner-Project Manager, and Dave Bietz, Deputy Director of Operations, of the Fargo Park District. Upon review and scoring of the proposals, staff recommends awarding the proposal to Grondahl Recreation, Inc., for a Burke system. The playground will have a turf surfacing. The desire was to bring a little of the outdoors inside. Elements from each contractor cancelled the other out, but the difference was the play value that put Grondahl Recreation, Inc., at the top. Commissioner Vicki Dawson added there being more interactive features in this design. Dave Bietz stated if this is awarded, the Park District will work with the vendor to discuss other features that can be added along the wall to provide the most recreational opportunities. Reminded the committee that the cost for this playground is included within the budget of the Fargo Parks Sports Complex.

The Committee recommends moving to the full board and place on the Consent Agenda for consideration and approval.

Bring to full Board: May 16, 2023

- **Review updates to Lactation/Breastfeeding Policy No. 485**

Stacy Kruger, presented. In December 2022, part of the \$1.7 billion government funding bill passed an extension on the Providing Urgent Maternal Protections for Nursing Mothers Act (PUMP Act). It extends the same lactation breaks to all employees, not just non-exempt as was previously. The break time is unpaid, but employees can take shorter meal breaks, come in earlier or leave later to make up for that time. It also extended the length the employer provides a place to express milk shielded from view or intrusion from after birth to two years. Changed wording in the policy to include Respite Room, so it is the same as how it will be titled at the Fargo Parks Sports Complex. Updating the policy to follow the law changes.

The Committee recommends moving to the full board and place on the Consent Agenda for consideration and approval.

Bring to full Board: May 16, 2023

Other: None.

Notes submitted by Jodi Buzick, Administrative Specialist