

# DOWNTOWN MINNEAPOLIS NEIGHBORHOOD ASSOCIATION

## Minutes from the Board of Directors Meeting on Monday, July 11, 2022 Via Zoom

### Meeting Recording:

[https://us02web.zoom.us/rec/share/0hDxWvplGZqMEa2C5kq18mpkY\\_0hczjrpIjj7EsxIHkWryKLuhY3Nmr5dgx251Xd.zNTBWalzNz2Pq1pt](https://us02web.zoom.us/rec/share/0hDxWvplGZqMEa2C5kq18mpkY_0hczjrpIjj7EsxIHkWryKLuhY3Nmr5dgx251Xd.zNTBWalzNz2Pq1pt)

### I. Call to Order

President Pamela McCrea called the Board meeting to order at 5:32 p.m.

Other Board members in attendance were:

Jim Bishop  
Andrew Gittleman, Vice President  
Abby Larson  
Laurie Rice  
Carletta Sweet, Secretary  
Joe Tamburino

Treasurer Dianne Walsh was absent.

Executive Director Christie Rock Hantge was also present.

Zoom guests in attendance included:

#### ***Minneapolis Shared Mobility Team***

Russ Brooks, Mobility Hubs Project Manager  
Danielle Elkins, Mobility Manager  
Max Gonzalez, Mobility Operations Analyst  
Allan Klugman, Principal Professional Engineer

#### ***Scooter Vendors***

Cooper Borchert, Lime Operations Coordinator  
LeAaron Foley, Lime Director of Govt Relations  
JP Holwerda, Lime Senior Operations Manager  
Cara Bader, Lyft Senior Public Policy Manager  
Bill Dossett, Nice Ride Minnesota  
Lindsay Quinn, Spin Office Manager

#### ***Other Guests***

Josh Bridges  
Jerry Croxdale, Marcy Holmes resident  
Larry Dole, The Legacy Condominiums  
Alec Edgell

#### ***Other Guests (continued)***

Susan Field, Humboldt Lofts  
Kevin Frazell, Zenith Lofts  
Ella Graham, Minneapolis DID  
Brody Honkanen, IncredibleBank  
Mohamed Ibrahim, University of Minnesota  
Steve Lindenberg, Mill District resident  
Randy Manthey, Carlyle Condominiums  
Maura Mozena, Doran Management  
Michael Rainville, Ward 3 Council Member  
Isaac Risseeuw, Minnesota Orchestra  
Laura Ross, Emanuel Apartments  
Ryan SanCartier, Ward 3 Policy Aide  
Ben Shardlow, Minneapolis DID  
Doug Verdier, RiverWest Condominiums  
James Bialke, SEIU Healthcare Minnesota  
Max Erickson, Thrivent Charitable  
Impact & Investing

## **II. Consideration of Agenda**

Gittleman *moved and Sweet seconded a motion to approve the agenda as submitted. McCrea called for discussion. The motion passed.*

## **III. Conversation and Q&A with 2022 Scooter Rental Vendors and City Staff**

McCrea explained because the DMNA represents a large downtown constituency who have many questions and concerns about the operations of the scooter vendors, they asked the three companies that were awarded contracts with the City to come and address their concerns.

Mobility Manager Danielle Elkins (<https://www.linkedin.com/in/danielkins/>) began by clarifying her team is here not to present but to support the vendors and answer questions, then noted this is now a shared bike and scooter program, so Nice Ride bikes are included in the compliance program that is on about a month and a half schedule that is publicly published, and the first quarter of this scooter operating season has been done and it includes 311 complaints (<https://www.minneapolis.gov/government/government-data/datasource/2022-bike-scooter-dashboard/>). They work with the companies to address specific issues.

McCrea, who is seeking the ways in which the City is enforcing the licensing agreement and how the DMNA could work with them to resolve their scooter issues, turned the floor over to the Board to allow them to express their issues and concerns about the impact the scooters have on the downtown community, particularly on residents in the Mill District.

A lot of frustration was expressed about riders who do not follow the scooter rules, including riding on sidewalks and not on the street or designated bikeways; traveling at a high rate of speed without regard for pedestrians; not wearing helmets; underage and multiple riders on a single scooter. The Board would like to see the scooter companies do more to educate riders about the rules and more enforcement of the rules by the scooter companies and the City.

There was also concern raised about the concentration of scooters near the Stone Arch Bridge, which creates a substantial conflict with pedestrian traffic. The contract that the scooter companies have with the City does not limit the number of scooters that they can place near the SAB, hence the Board advocated for a limit on the number of scooters that companies can place by the SAB, as well as expand the geofencing used that limits speed to 10 mph to the entire Mill District area.

The biggest concern raised are the hours of operation, which are currently 4 a.m. until Midnight. City ordinance requires companies to disable scooters at midnight; however, if a rider starts at 11:59 p.m., they can continue to ride until they reach their destination or the battery dies on the scooter. The Board believes that a combination of the hours of operation and the concentration of scooters near the SAB creates the opportunity for joyriding in the Mill District, as opposed to people using the scooters as a mode of transportation. The Board strongly encouraged the scooter companies to consider reducing their hours of operation in the Mill District from midnight to 10 p.m., or even earlier to take into consideration battery life.

Upon concluding the conversation with the scooter company representatives (reference the Zoom recording for the detailed responses to questions),

*Tamburino moved and Abby seconded his motion to request the Mayor and City Council to order the licensed scooter companies to remove all scooters from the Mill District due to the flagrant, constant, and numerous violations of the agreement by scooter providers and riders (reference his email sent earlier in the day). Ward 3 Policy Aide Ryan SanCartier thinks it's specific to our neighborhood and doesn't think it'll get seven CMs to support it.*

*Tamburino then amended and Bishop seconded his motion to request the Mayor and City Council to order the licensed scooter companies stop all scooter rentals and use at 6:00 p.m. and expand the geofencing used on the Stone Arch Bridge which limits scooter speed to 10 mph to the entire Mill District and St. Anthony Main areas. McCrea called for discussion. The motion passed.*

Because the summer is half over, Gittleman would like to see a strategy for next year's contract negotiations to ensure our issues are fully addressed.

For more information regarding the Scooter Share Program, please visit <https://lms.minneapolismn.gov/download/Agenda/3909/MPLSBAC070522.pdf/72699/3363/MPLS%20BAC%20070522> and <https://www.minneapolismn.gov/getting-around/scooters/>.

#### **IV. Ward 3 Update**

Council Member Rainville reported on the following:

- A. Aquatennial.** This afternoon he was reassured by Steve Cramer, President and CEO of the Minneapolis Downtown Council, that they have a strong safety plan (<https://www.kare11.com/article/news/local/minneapolis-outlines-aquatennial-safety-plan/89-b3a3db53-ab3e-4c1e-bd59-6ec47dca0c65>) for the 83rd Aquatennial and especially the fireworks along West River Parkway near the Stone Arch Bridge that involves an incident command center, i.e., MPD, MPRB Police, and 20 state troopers (<https://www.mprnews.org/episode/2022/07/07/city-council-member-state-troopers-will-bolster-minneapolis-police>).
- B. South 2nd Street Traffic Calming Measures.** Concrete bollards are temporary (<https://kstp.com/kstp-news/local-news/concrete-barriers-going-up-at-intersections-in-mill-district-of-minneapolis-meant-to-diminish-thru-traffic/> and <https://www.minnpost.com/cityscape/2022/07/are-the-minneapolis-mill-district-street-diverters-actually-a-good-idea/>). He is seeking feedback from area residents that he'll use to inform Public Works as they look at the reconstruction of the street coming up in 2023 (<https://www.minneapolismn.gov/government/projects/2nd-st-resurfacing/>).
- C. Extra MPD Bike Patrols.** They started working in the Mill District on July 7th and McCrea has volunteered to work out the schedule and patrol area. He encouraged Board and community members to engage with them to help rebuild trust (<https://www.kare11.com/article/news/crime/neighborhoods-spending-private-money-for-extra-police/89-ca500e1c-261a-437e-8677-3517b93344e1>).
- D. Community Safety Commissioner.** He spent 3-1/2 hours with Dr. Cedric Alexander (<https://kstp.com/kstp-news/local-news/sources-minneapolis-mayor-to-nominate-cedric-alexander-for-community-safety-commissioner/>) on July 9th, walking around his neighborhood on the east side of the riverfront as well as the west side of the

riverfront showing him where violence has recently occurred. He has a lot of faith in him and believes he can make a difference in improving public safety in Minneapolis.

Thereafter, he responded to questions from the Board and community members.

McCrea advised the DMNA has a lease for its police substation on South 2nd Street and she's seeking volunteers to help clean and stock it with supplies. She'll follow up with Rainville on this matter.

## V. **Downtown Improvement District Service Saturdays**

Ben Shardlow, Director of Urban Design at the Minneapolis Downtown Council-Downtown Improvement District (<https://www.mplsdownatown.com/about-membership/our-team/> and <https://www.mplsdid.com/contact>), who was accompanied by Ella Graham, MN GreenCorps Member (<https://www.linkedin.com/in/ella-graham-008096197/>), advised they would love to partner with the DMNA on Service Saturdays to engage downtown residents in the stewardship, care and improvement of the neighborhood. Both Citizens For A Loring Park Community (<https://loringgreenway.org/volunteer-1>) and the North Loop Neighborhood Association (<https://northloop.org/event/july-service-saturday/>) schedule monthly Service Saturdays to engage their residents, and the DMNA is in a unique position because most of its neighborhood is in the DID area which has resources it can bring to bear.

They need to partner with us because the eyes, ears and hands of downtown residents can be a tremendous asset in addressing the challenging areas; there has been a historic level of investment in greening and beautifying downtown over the last 10 to 20 years, and a lot of that infrastructure will need to be actively maintained; and they and many property owners are struggling to keep up with the level of use with the level of staff within their organizations. They are proposing the last Saturday of the month with a timeframe of 9:00 a.m. until Noon. Graham would plan the activity and create a flyer. She is asking the DMNA to promote the event through its weekly e-newsletter, website and Facebook page. The first event will take place on Saturday, July 30th. More information regarding the activity and meeting location is forthcoming.

## VI. **Consent Agenda**

*Tamburino moved and Bishop seconded a motion to approve the consent agenda which included the F2022 Budget vs. Actual for the period ending May 31, 2022; the F2022 Budget vs. Actual for the period ending June 30, 2022; the Neighborhood Coordinator / Finance Coordinator staff report for May (Invoice #089); and the Neighborhood Coordinator / Finance Coordinator staff report for June (Invoice #090); McCrea called for discussion. The motion passed.*

## VII. **Land Use Committee Report**

LUC Chair Kevin Frazell reported on the following projects presented at the June 7th meeting:

- A. **Tom's Watch Bar On-Sale Liquor License with Limited Live Entertainment Application** was presented by Laura Boyd, President at Alcohol Compliance Services (<https://www.linkedin.com/in/laura-boyd-a3460b149/>), and John Prescott, Regional Operating Partner (<https://www.linkedin.com/in/john-prescott-24b83112>). They were also accompanied by Jason Cooney, Operating Partner (<https://www.linkedin.com/in/jason-cooney-1318b6140>).

Smashburger chain co-founder Tom Ryan has signed a lease for the space formerly occupied by Rosa Mexicano and Prime 6 at 609 Hennepin Avenue in City Center (<https://tomswatchbar.com/smashburger-founder-opening-sports-bar-in-minneapolis/>; <https://thedevelopmenttracker.com/mpls/news/a-true-sports-oasis-is-set-to-open-next-year-in-downtown-minneapolis>) and he's seeking a Letter of Support. This is a Denver-based sports watching entertainment concept that will feature a full restaurant, bar, and an outside patio area. The limited live entertainment will allow them to MC, DJ, have a small band ensemble but no dancing, and two Swing Suite Topgolf bays (<https://swingsuite.topgolf.com/>) for virtual sports experiences for men, women, and children.

The LUC felt Tom's Watch Bar was a good addition and use of a significant empty space and recommended a Letter of Support for its liquor license application.

- B. Guthrie Theater On-Sale Liquor License Application** was presented by Attorney Amy Byrne of Madigan, Dahl & Harlan (<https://www.mdh-law.com/attorney/byrne-amy-m/>), and Jennifer Bryson, Vice President of Operations for the Midwest/Canada at Levy (<https://www.linkedin.com/in/jennifer-bryson-910bbb6>). They were accompanied by Jay Hackett, VP of Hospitality Strategy (<https://www.linkedin.com/in/hackettjay/>).

The previous food and beverage service provider, Culinaire (<https://www.culinaireintl.com/>), has been closed since the pandemic began (<https://www.startribune.com/the-guthrie-theater-is-back-will-sea-change-restaurant-reopen-with-it/600101723/>) and once the Guthrie decided Culinaire no longer met their needs, they reached out to Levy to become its exclusive food and beverage service provider for the entire facility at 818 South 2nd Street. Levy Premium Foodservice "Levy" (<https://www.levyrestaurants.com/> and [https://en.wikipedia.org/wiki/Levy\\_Restaurants](https://en.wikipedia.org/wiki/Levy_Restaurants)) is a contract food and beverage service company based in Chicago, Illinois with over 100 locations and operations in every state in the U.S. They will be working with the Guthrie staff to prioritize the order in which the various spaces open.

The LUC expressed the importance of opening the food and beverage spaces in the Guthrie, especially the former Sea Change, as amenities for the neighborhood and recommended a LOS for this liquor license application.

- C. Canopy Hotel Certificate of Appropriateness and Historic Variance Application** was presented by Elizabeth Gales, Principal, Historian/Architectural Historian at Hess Roise (<https://www.hessroise.com/news/our-new-leadership/> and <https://www.hessroise.com/about/our-team/>), on behalf of Sherman Associates.

They are proposing to install an additional black steel tub frame projecting sign measuring 9'9" tall onto the seam where the two buildings (historic Advance Thresher Company and Emerson-Newton Implement Company buildings known collectively as Thresher Square at 700-708 South 3rd Street) connect on the South 3rd Street façade. SA believes the sign is necessary to help identify the property in the high-density surrounding neighborhood and for when guests are leaving the I-35W or Highway 55 exits coming onto South 3rd Street.

Because Thresher Square has been designated a Minneapolis landmark, they've applied for a Certificate of Appropriateness, and although the height of the sign complies with the zoning code (i.e., the top is 34' above grade, the maximum allowable), because the overall size of the sign and the amount it projects from the façade does not comply with zoning, they have also applied for an historic variance based on precedence of the other projecting sign on Park Avenue.

The LUC felt the sign was tastefully done, acknowledged the importance of the property being successful, and recommended a LOS for the CoA and historic variance applications.

- D. Northstar Center East Change in Use Application** was presented by Trevor Martinez, Developer at Sherman Associates (<https://www.sherman-associates.com/about/>). He was accompanied by Dan Collison, Director of Business Development & Public Affairs at Sherman Associates (<https://www.linkedin.com/in/dan-collison-47b0087/>); Kenny Novak, Development Associate at Sherman Associates (<https://www.linkedin.com/in/kennynovakcre>); and Carolyn Wolf, VP at JLL (<https://www.linkedin.com/in/carolyn-wolf-73687133>).

This project involves the historic renovation and conversion of the nearly vacant 13-story Northstar East office tower at 608 2nd Avenue South – one of three renovation projects planned for the block-wide Northstar Center complex (<https://www.startribune.com/another-giant-renovation-in-downtown-minneapolis-northstar-center-will-get-a-200m-update/600175844/?refresh=true#4> and <https://www.axios.com/local/twin-cities/2022/05/19/minneapolis-northstar-office-tower-apartments>) – into approximately 217 apartments at varying levels of affordability, i.e., 20% at 50% of AMI or lower, and remainder at 80-100% of AMI. They'll be requesting Tax Increment Funding (<https://www2.minneapolismn.gov/government/programs-initiatives/tif/>) for the 20% at 50% of AMI but no other affordable housing subsidies. The building will have no parking but residents will be able to procure parking spots through the second renovation component, the 17-story Northstar West office tower at 625 South Marquette Avenue and adjoining 1,000-stall parking ramp (<https://www.bizjournals.com/twincities/news/2022/05/23/developers-northstar-center-office-renovations.html>). The third renovation component is the former Crown Plaza Northstar at 618 2nd Avenue South that's being transformed into a 218 key Hotel Indigo (<https://www.bizjournals.com/twincities/news/2021/11/30/hotel-indigo-to-replace-downtown-crowne-plaza.html>).

There's a lot of housing downtown for those well above the AMI, and some deeply affordable housing for those below the AMI, but it's hard to find housing for those in the middle AMI in downtown, so their market niche is the missing middle.

The LUC felt it was a great conversion of a historically significant old office building that probably would have difficulty competing in today's office market with new amenities, and recommended a LOS for the Change in Use.

- E. 900 Marquette Avenue Project** was presented by Brian Davidoff, Project Manager at Hines (<https://www.linkedin.com/in/brian-davidoff>); Sargent Johnson, Managing Director at Hines (<https://www.linkedin.com/in/sargent-johnson-5a43821/>); and Arno Adkins, Partner at Cook Fox (<https://cookfox.com/people/arno-adkins/>).

Johnson advised they came to share information and receive feedback on their next project at 900 Marquette Avenue South (<https://thedevelopmenttracker.com/mpls/news/29-story-tower-planned-for-900-s-marquette-avenue>) which they expect to be not only consistent with previous exceptional quality but also the next generation of office space. They have the opportunity to develop a post-COVID project looking at how people are coming back downtown, what will attract them downtown, what will cause them to spend more time here throughout the day, and how to really engage with the community. They conducted an international search of architecture firms, interviewed five, and selected Cook Fox (<https://cookfox.com/>) for its focus on biophilic design (<https://metropolismag.com/viewpoints/what-is-and-is-not-biophilic-design/>). One of the features of the design that he's proud of is they have oriented the building toward the street and skyway levels through grand staircases on the inside and outside bringing both into one space to be shared and enjoyed by not only the tenants but also the community. He is also proud that they have been named global ESG firm of the year (<https://www.hines.com/news/hines-named-global-esg-firm-of-the-year>).

Davidoff gave an overview of the building stats which can be found in the environmental assessment worksheet submitted on May 17th which kicked off the 30-day public comment period (<https://www2.minneapolismn.gov/business-services/planning-zoning/environmental-review/900-marquette-development/>).

They are proposing a new 31-story building with 740,000 square feet of commercial / office space and 21,000 square feet of retail and restaurant space. There are three floors of below-grade parking, but there is also ample ramp parking in the area. The building will connect to the skyway system. The building design reflects the next generation of the office environment by taking into consideration the new needs and wants of today's office worker. And although they believe there's a market for the project, they nevertheless will hold off further commitment until they're 25% preleased.

The LUC appreciates the commitment to the future of downtown shown by this project, its sensitivity to surrounding historic buildings like Young-Quinlan and Schmitt Music, and the next-generation office concept. It looks forward to meeting with the developer again as they further refine their plans for the project.

The LUC declined commenting on the voluminous environmental assessment worksheet but enthusiastically recommended a LOS for the preliminary concept plan for 900 Marquette Avenue.

*Rice moved and Larson seconded a motion to approve the five above-mentioned letters of support recommended by the LUC at its meeting on June 7th. McCrea called for discussion. The motion passed.*

## **F. Other Projects Presented on June 7th**

- 1. The Basement On-Sale Liquor License with Sunday Sales and General Entertainment Application** was presented by Eric "Ved" Vedasto (<https://www.linkedin.com/in/eric-vedasto-68341197>) in the absence of Marcus Harris (<https://www.linkedin.com/in/marcus-harris-3b9a2a65>), and accompanied by silent partner Edwin Kinara.

They are starting a new lounge and nightclub business named “The Basement” in the space formerly occupied by Hop21 Table Tennis Club & Bar (<http://www.hop21.com/>) under the Crooked Pint Ale House restaurant and sports bar (<https://www.crookedpint.com/minneapolis/>) at 501 Washington Avenue South. Vedasto worked at Hop21 on corporate events and he liked the atmosphere, so when he and his partners wanted to start a business, Hop21 was available and they were able to acquire it. Because of the nature of the business, hours of operation will be 9:00 p.m. to 2:00 a.m., Thursdays through Sundays; there’ll be a cover charge for a seating capacity of 88; they’ll offer a limited catered menu from Crooked Pint; they’ll reuse Hop21’s 8” high mobile stage to showcase relatively unknown local artists and musicians, and there’ll be an open mic on Tuesdays. MPD 1st Precinct Lieutenant Mark Klukow approved their security plan and recommended who to hire for internal security, so they’ll have MIB Security Group (<http://mibsecuritygroup.com/>) for internal security and off-duty police officers for external security. Currently, they have interviewed an ex-DJ and two bartenders, and from the other three who they’ll interview they’ll choose who will be the onsite manager. They hope to open by mid-July to mid-August.

The LUC recommended providing a LOS for the application.

2. **245 2nd Avenue North Certificate of Appropriateness** was presented by Mina Adsit, Owner at Adsit Architecture and Planning (<https://www.linkedin.com/in/mina-adsit-430bb110>), on behalf of Dexter Newman (<https://www.linkedin.com/in/dexternewman/>). This 2-story with full basement, 1936 Art Deco Building designed by architects Carl Bard and Joseph V. Vanderbilt, was originally the Parke-Davis and Company office and warehouse (<https://hclib.tumblr.com/post/124508281705/art-deco-building-in-north-loop-245-2nd-ave-n> and <https://www.edinarealty.com/commercial-real-estate-for-sale/245-2nd-avenue-n-minneapolis-mn-55401-6098099>). Since PD&C’s departure in 1970 (<https://en.wikipedia.org/wiki/Parke-Davis>), the property has been used for film and video storage, and the proposed use is to maintain it as a warehouse for Pacifier Kids Baby Boutique around the corner at 219 North 2nd Street (<https://pacifierkids.com/>) and build a residence on the 2nd floor. Other buildings Bard and Vanderbilt designed in Minneapolis include the original Mayflower Church that is now The Museum of Russian Art (<https://tmora.org/about/history/>), and the Linden Hills Library ([https://en.wikipedia.org/wiki/Linden\\_Hills\\_Library](https://en.wikipedia.org/wiki/Linden_Hills_Library)). All the windows in this property have been replaced, the fretwork and front door have been modified, but because the roof has failed due to water damage and the parapet is leaning back, this is more about a renovation/rehabilitation of the exterior on the 2nd and 3rd floors.

The LUC recommended providing a LOS and copying the North Loop Neighborhood Association.

The next LUC meeting will take place on Tuesday, July 12, 2022.

## VIII. President’s Report

McCrea reported on the following:

- A. **Mill District Block Party.** There was an impromptu block party organized for the Mill District on Saturday, July 9th from 9:00 p.m. to 11:30 p.m., in response to the chaotic activity that took place on the evening of July 4th. It took place between 9th and 11th Avenues along Gold Medal Park. It was well



attended by area residents.

**B. Mill District Community Policing Initiative.** The DMNA is serving as the fiscal agent for the bike patrol pilot and is helping provide program oversight along with Be That Neighbor. The pilot started on Thursday, July 7th and they are patrolling between 2nd and 12th Avenues South and between Washington Avenue and the Mississippi River on Thursday, Friday, and Saturday evenings from 5:00 p.m. to 10:00 p.m., or 3 nights of 5 hours at \$100 per hours, and the DMNA receives 10% for being the fiscal agent, and based on cash on hand, they don't anticipate running out of funding. They are using the DMNA's Public Safety Center at 205 Park Avenue as their home base. The thought is if it is successful, it could potentially be replicated in other parts of the downtown or the city as a whole.

Jim Bishop, who is in charge of fundraising, is working with Ellie Lucas on the case statement for the bike patrol as well as a plan for the fundraising. Dave Tinjum is in charge of communication (see his latest Mill City Times special edition that comes via email). McCrea advised there are still vacancies that need to be filled to help move this project forward, and then she gave a brief overview of Phase 2. After Saturday's meeting she'll know more about the structure of the group and its participants' roles.

## **IX. Committee Reports**

**A. Historic Signage.** Because Walsh was absent, there was no report.

**B. HOA Advisory Group.** McCrea reported on the June 28th meeting, which took place at the Four Seasons Hotel. They heard updates from Inspector Bill Peterson and Lieutenant Mark Klukow from the 1st Precinct, and Council Member Michael Rainville who discussed the bike patrol. The next meeting will take place on August 9th, via Zoom.

**C. National Night Out.** This event is on August 2nd, 5:00 p.m. to 8:00 p.m., at The Commons. There will be live entertainment, kids' activities, food trucks and free food. Gittleman advised his team and the band are set. They'll have weekly meetings for the next 3 weeks to finalize any outstanding logistics and keep the communication to residents about the DMNA event going.

## **X. Adjournment**

There being no further business,

*Sweet moved and Rice seconded a motion to adjourn the meeting. McCrea called for discussion. The motion passed. The meeting adjourned at 8:00 p.m.*

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary