

**MINUTES OF THE REGULAR BOARD MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
HELD ON THURSDAY, DECEMBER 2, 2021**

CALL TO ORDER:

President Roth called the meeting to order at 7:01 p.m.

ROLL CALL:

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee Rezwanul Haque	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

PLEDGE OF ALLEGIANCE:

PRESIDENT’S REPORT:

P-21-001 Swearing-in K-9 Comfort Dog – Hope
Handler Detective Corporal Mary Kosartes

RECESS:

Trustee Schmidt moved for a short recess to allow for photos. Trustee Harper seconded the motion. A voice vote approved the Recess. The Village Board recessed their meeting at 7:16 p.m.

RECONVENE MEETING:

The Village Board reconvened their meeting at 7:40 p.m.

ROLL CALL:

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee Rezwanul Haque	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

VILLAGE MANAGER’S REPORT:

Village Manager Sharon Caddigan stated the Village received a proportional share of unclaimed ARPA funds totaling just over \$2,700; this will be directed to the Water and Sewer Fund with the rest of the ARPA funds received.

The Police Department had a successful Thanksgiving Safe Driving campaign with 20 citations being written; only two of those were for Driving Under the Influence.

The Village's cable television channels have been decommissioned as of 11/30/2021; the viewership was extremely low and the equipment needed to be upgraded and replaced if it were to be maintained.

APPROVAL OF AGENDA:

Request the Board approve the December 2, 2021 Agenda as presented. Trustee Cecille moved for approval. Trustee Haque seconded the motion. A voice vote approved the Agenda as presented.

APPROVAL OF THE MINUTES:

Request the Board approve the Minutes of the Public Hearing on the 2021 Tax Levies held on Thursday, November 18, 2021 as presented. Trustee Harper moved for approval. Trustee Haque seconded the motion. A voice vote approved the Minutes as presented.

Request the Board approve the Minutes of the Public Hearing on the 2022 Operating and Capital Improvements Budget held on Thursday, November 18, 2021 as presented. Trustee Baumer moved for approval. Trustee Cecille seconded the motion. A voice vote approved the Minutes as presented.

Request the Board approve the Minutes of the Regular Board Meeting of November 18, 2021 as presented. Trustee Cecille moved for approval. Trustee Haque seconded the motion. A voice vote approved the Minutes as presented.

COMMUNITY DEVELOPMENT – Trustee Thon/Trustee Baumer

A-21-112 Ordinance – Amendment to Planned Development Agreement – SSSS Mandal – 1020 Bapa Road

Request the Board approve an Ordinance entitled “AN ORDINANCE APPROVING A SECOND AMENDMENT TO THE PLANNED DEVELOPMENT AGREEMENT FOR SSSS MANDAL MIDWEST USA, INC., 1020 BAPA ROAD, STREAMWOOD, ILLINOIS.” This Ordinance amends an existing Planned Development Agreement to permit exterior improvements, including canopies, storage, and playground, at an existing religious institution.

Trustee Thon presented the Ordinance for first reading and posting.

Community Development Director John Peterson stated the petitioners are seeking to make nine (9) changes: 1 and 2 – add storage areas on the North and West sides of the building, 3 -- add a 16 ft. wide open air roof canopy over the first floor entryways and sidewalks on the North side, 4 – add a 7 foot metal awning over the first floor entryway on the South side, 5 – enclose the covered porch and exterior staircase on the East with glass, 6 – reconfigure the parking adjacent to the Northeast corner of the building, 7 – add four additional parking spaces to the East parking lot, 8 – add a playground and

basketball court North of the East parking lot, and 9 – modify several areas of landscaping. The Planning and Zoning Board heard this petition and recommended in favor of the amendments as requested; staff concurs.

Jason Green, WT Group, architects for the project, provided a short presentation of the planned changes. He detailed information regarding the existing detention on the East lot and the addition of stormwater management under the playground that will handle and filter/clean the stormwater runoff. He reviewed the lighting planned for the basketball court and stated it would be directed away from any residences and meet all Codes. There is also a board-on-board fence along the North line of the property.

Architect Glen Daily, WT Group, reviewed specifics regarding the canopies on the North and South sides of the building, as well as the storage areas planned. He detailed the structural glass to be used for the enclosure on the East side which will also protect the ornate wood doors from weather and wear.

Trustee Cecille asked about the glass. Mr. Daily stated it is approximately 5 times thicker than auto vehicle glass. Trustee Haque asked about parking requirements. Mr. Peterson stated the original PUD allowed a variance from 190 to 180, and they will be adding 3 additional spaces.

I-21-001 Development Update

General update on recent development activity in the Village provided by the Community Development Department.

Community Development Director John Peterson stated the Residential Rental License and the Contractor License renewals have been sent out and are being returned. He stated the new owners at Speedy Bob's Car Wash are working on building and parking lot improvements, and all new equipment is being installed. A new restaurant, Berliner Kebab, 696 S. Barrington Rd. is doing interior work and plans to open in about 60 days. Work continues at Fire Station #33 as well as Public Works with the mechanics' area starting rehab shortly.

A-21-113 Resolution – Website Maintenance and Redesign Agreement – Granicus

Request the Board approved a Resolution entitled "A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO A CERTAIN CONTRACT WITH GRANICUS, LLC TO PROVIDE WEBSITE DESIGN, IMPLEMENTATION, MAINTENANCE AND HOSTING TO THE VILLAGE OF STREAMWOOD." This Resolution authorizes a new website vendor to redesign and maintain the Village website.

Trustee Thon presented the Resolution and moved for approval. Trustee Baumer seconded the motion. IT Director Joe Ritter stated the website was last updated in 2014. The Village's Community and Economic Development Commission (CEDC) solicited a RFP earlier this year to consider a website update. Twenty-seven responses were received, and this was narrowed to six based on costs, services and implementation. After review by staff and CEDC, Granicus was chosen. It was noted Granicus has lower upfront costs, but slightly higher annual maintenance costs. They offer twice yearly

review of the site, and a far superior disaster recovery plan. Granicus also offers a language translator feature. A number of area municipalities also use Granicus for their websites. The cost for the update is estimated at \$11,030. Annual maintenance starts at \$6,400 with a 5% annual increase over the next four years.

Trustee Harper asked about the annual increases for the maintenance. Mr. Ritter stated that is the “going rate” with the website vendors at this time. He also stated the design work is the main part of this contract, and that cost across the proposals varied greatly. Trustee Cecille asked about the use of the website and if it would be more “user friendly” than the current. Mr. Ritter stated it is, and suggested to visit some of the other Granicus municipal sites. Trustee Schmidt appreciated the comparison with the proposed vendors and is pleased with the Google translate feature on the site. Trustee Haque asked the term of the contract. Mr. Ritter and Ms. Caddigan confirmed it is a one year with four automatic one year renewals for a total of 5 years under this contract. **ROLL CALL:**

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Haque	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried. RESOLUTION 2021-48

LEGISLATIVE – Trustee Haque/Trustee Schmidt

A-21-106 Ordinance – Approval of 2021 Property Tax Levy

Request the Board approve an Ordinance entitled “AN ORDINANCE LEVYING AND ASSESSING THE TAXES OF THE VILLAGE OF STREAMWOOD FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING ON DECEMBER 31, 2021.” This Ordinance levies \$12,797,960 in property taxes for general government, debt service, and pension purposes, which represents a 0% increase in the tax levy from the 2020 tax extension. A public hearing was held on November 18, 2021 to thoroughly review the levy.

Trustee Haque presented the Ordinance for second reading and moved for approval. Trustee Baumer seconded the motion. **ROLL CALL:**

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Haque	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried. ORDINANCE 2021-21

A-21-107 Ordinance – Approval of 2021 Special Service Area Tax Levy

Request the Board approve an Ordinance entitled “AN ORDINANCE AUTHORIZING THE LEVY AND COLLECTION OF TAXES FOR THE MUNICIPAL PURPOSES OF SPECIAL SERVICE AREA NUMBER ONE, SPECIAL SERVICE AREA NUMBER TWO, SPECIAL SERVICE AREA NUMBER FOUR, SPECIAL SERVICE AREA NUMBER FIVE, SPECIAL SERVICE AREA NUMBER SIX, SPECIAL SERVICE AREA NUMBER SEVEN, SPECIAL SERVICE AREA NUMBER EIGHT,

SPECIAL SERVICE AREA NUMBER NINE, SPECIAL SERVICE AREA NUMBER TEN, SPECIAL SERVICE AREA NUMBER ELEVEN, SPECIAL SERVICE AREA NUMBER TWELVE, SPECIAL SERVICE AREA NUMBER THIRTEEN, SPECIAL SERVICE AREA NUMBER FOURTEEN, SPECIAL SERVICE AREA NUMBER FIFTEEN, SPECIAL SERVICE AREA NUMBER SIXTEEN, SPECIAL SERVICE AREA NUMBER SEVENTEEN, SPECIAL SERVICE AREA NUMBER EIGHTEEN, SPECIAL SERVICE AREA NUMBER NINETEEN, SPECIAL SERVICE AREA NUMBER TWENTY, SPECIAL SERVICE AREA NUMBER TWENTY-ONE, SPECIAL SERVICE AREA NUMBER TWENTY-TWO, SPECIAL SERVICE AREA NUMBER TWENTY-THREE, SPECIAL SERVICE AREA NUMBER TWENTY-FOUR, SPECIAL SERVICE AREA NUMBER TWENTY-FIVE, SPECIAL SERVICE AREA NUMBER TWENTY-SIX, SPECIAL SERVICE AREA NUMBER TWENTY-SEVEN, SPECIAL SERVICE AREA NUMBER TWENTY-EIGHT AND SPECIAL SERVICE AREA NUMBER TWENTY-NINE OF THE VILLAGE OF STREAMWOOD FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021.” This Ordinance levies a supplemental property tax of \$165,596 for the twenty-eight Village Special Service Areas. Specifically, this ordinance levies \$15,693 in SSA #1 for maintenance of wetland areas in the Meadows South subdivision; \$4,430 in SSA #2 for the Oak Ridge Trails subdivision; \$10,573 in SSA #4 for the Little Creek subdivision; \$7,484 in SSA #5 for the Prospect Place subdivision; \$9,555 in SSA #6 for the Cross Creek subdivision; \$6,022 in SSA #7 for the Sherwood Forest Subdivision; \$3,894 in SSA #8 for the Jacobs Farm subdivision; \$3,066 in SSA #9 for the Emerald Hills Subdivision; \$3,114 in SSA #10 for the Lakewood Streams Subdivision; \$2,310 in SSA #11 for the Prairie Point subdivision; \$784 in SSA #12 for the Hidden Glen subdivision; \$13,989 in SSA #13 for the Willow Pond subdivision; \$9,007 in SSA #14 for the Sterling Oaks I subdivision; \$2,836 in SSA #15 for the Suncrest subdivision; \$4,546 in SSA #16 for the Suncrest West subdivision; \$4,458 in SSA #17 for the Phoenix Lake Business Park; \$18,095 in SSA #18 for the Sterling Oaks 2 subdivision, \$743 in SSA #19 for the Suncrest North subdivision; \$780 in SSA #20 for the Suncrest 2 subdivision; \$2,794 in SSA #21 for the Marquette Woods subdivision; \$1,564 in SSA #22 for the Sutton Park Shopping Center; \$1,350 in SSA #23 for the Moraine Woods subdivision; \$13,771 in SSA #24 for the Buckingham Woods subdivision; \$11,634 in SSA #25 for the Forest Ridge subdivision; \$3,161 in SSA #26 for the Rolling Hills I subdivision; \$1,929 in SSA #27 for the Rolling Hills II subdivision; \$2,145 in SSA #28 for the Remington Ridge subdivision; and \$5,867 in SSA #29 for the Villas of Cambridge subdivision. A public hearing was held November 18, 2021 to review the levy.

Trustee Haque presented the Ordinance for second reading and moved for approval. Trustee Schmidt seconded the motion. ROLL CALL:

Trustee Schmidt	Aye	Trustee Haque	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried.

ORDINANCE 2021-22

A-21-114 Ordinance – Liquor License Classifications

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING SECTION 3-4-8 ENTITLED “LICENSE CLASSIFICATIONS, FEES, NUMBER ISSUED” OF CHAPTER 4 ENTITLED “ALCOHOLIC LIQUOR DEALERS” OF TITLE 3 ENTITLED “BUSINESS AND LICENSE REGULATIONS,” OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF STREAMWOOD.” This Ordinance amends the number of actual liquor licenses issued by the Village, because of a requested change in classification, by reducing the number of Class F and increasing the number of Class A licenses by one.

Trustee Haque presented the Ordinance for first reading. Attorney Tom Bastian stated the number of liquor license available needs to match the number actually issued. Minami Japanese Restaurant has requested to change from a Class F to a Class A license and this Ordinance will decrease the Class F license by one and increase the Class A licenses by one.

Trustee Haque moved to waive the first reading for the Ordinance. Trustee Schmidt seconded the motion. A voice vote approved waiving the first reading. Trustee Haque moved for approval of the Ordinance as presented. Trustee Schmidt seconded the motion. ROLL CALL:

Trustee Haque	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried.

ORDINANCE 2021-23

FINANCE - Trustee Baumer/Trustee Thon

A-21-115 Motion – Approval of Semi-Monthly Expenditures

Request the Board approve the semi-monthly expenditures in the amount of \$1,231,835.94 which represents the total of the schedule of bills dated December 2, 2021.

General Fund	\$ 103,182.13
Wetland Special Service Area	349.92
Debt Service Fund	958,525.00
Capital Replacement Fund	23,848.97
Street Improvement Fund	4,145.09
Facilities Replacement Fund	124,357.67
Water and Sewer Fund	17,182.63
Golf Fund	<u>244.53</u>
Total	<u>\$ 1,231,835.94</u>

Trustee Baumer moved for approval of the semi-monthly expenditures as presented. Trustee Haque seconded the motion. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Haque	Aye

Motion carried.

A-21-109 Ordinance – Approval of 2022 Operating and Capital Budget

Request the Board approve an Ordinance entitled “AN ORDINANCE APPROVING AND ADOPTING THE 2022 OPERATING AND CAPITAL IMPROVEMENTS BUDGET FOR THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Ordinance approves the Village's 2022 Operating and Capital Improvements Budget. The Village Board held public workshop sessions, and a public hearing was held on November 18, 2021, to thoroughly review the spending plan.

Trustee Baumer presented the Ordinance for second reading and moved for approval. Trustee Cecille seconded the motion. ROLL CALL:

Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Haque	Aye	Trustee Baumer	Aye

Motion carried.

ORDINANCE 2021-24

I-21-002 Information Item – Budget Award

The Village of Streamwood has once again been awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association (GFOA) for 2021. This is the 32nd consecutive year that Streamwood has received this prominent award. This achievement is the highest recognition in governmental budgeting by the GFOA. Attaining this achievement represents a significant commitment to excellence by the Village of Streamwood.

PUBLIC WORKS – Trustee Harper/Trustee Cecille

A-21-110 Ordinance – 2022-2023 Water and Sewer Rates

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING SUBSECTION “A” OF SECTION 8-3-4-1 OF CHAPTER 3, ENTITLED “WATERWORKS AND SEWERAGE SYSTEM REGULATIONS,” OF TITLE 8, ENTITLED “PUBLIC WAYS AND PROPERTY,” OF THE VILLAGE CODE OF THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Ordinance establishes the water and sewer rates for Village of Streamwood water customers, and affirms no rate increases for the next two years.

Trustee Harper presented the Ordinance for second reading and moved for approval. Trustee Cecille seconded the motion. ROLL CALL:

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Haque	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried.

ORDINANCE 2021-25

A-21-116 Resolution – Community and Economic Development Association (CEDA) – Water Assistance

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE, AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO AN AGREEMENT WITH THE COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATION OF COOK COUNTY, INC. (CEDA) TO PARTICIPATE IN THE LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM.” This Resolution authorizes the Village President to execute a vendor agreement with CEDA to accept direct payments for one-time water billing relief for eligible residents.

Trustee Harper presented the Resolution and moved for approval. Trustee Schmidt seconded the motion. Finance Director Josh Peacock stated CEDA is using ARPA funds to provide a water utility assistance program for low income households very similar to the LIHEAP program offered for heating bill assistance. CEDA will facilitate this program with the assistance of Hanover Township for Streamwood residents seeking funds. CEDA will make direct payments to the Village which requires this intergovernmental agreement to be in effect.

Trustee Harper asked about the debt forgiveness clause in the CEDA contract. Village Manager Sharon Caddigan stated that is between CEDA and the resident requesting assistance. The Village will have already received payment directly from CEDA.

ROLL CALL:

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Haque	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried.

RESOLUTION 2021-49

A-21-117 Motion – Fuel Bid Approval

Request the Board approve the low bid and authorize the purchase of gasoline and diesel fuel purchase from Avalon Petroleum Company.

This bid guarantees fuel delivery costs for the next three years (2022 – 2024) based on oil industry standards and stated bidder’s margin.

Trustee Harper presented the Motion and moved for approval. Trustee Haque seconded the motion. Public Works Director Matt Mann stated the Village uses approximately 7,000 gallons of gasoline and 4,000 gallons of diesel fuel each month. The bids for fuel are based on the price on the day of the bid plus the margin for the vendor. Two bids were received. Avalon’s margin price was significantly less than the other bid and they have provided fuel for the Village in the past. ROLL CALL:

Trustee Schmidt	Aye	Trustee Haque	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried.

PUBLIC SAFETY – Trustee Schmidt/Trustee Harper

A-21-118 Resolution – Approval of Labor Agreement / Metropolitan Alliance of Police, Streamwood Police Non-Sworn, Chapter 567

Request the Board approve a Resolution entitled "A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE OF STREAMWOOD, AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO, A LABOR AGREEMENT WITH THE METROPOLITAN ALLIANCE OF POLICE, STREAMWOOD POLICE NON-SWORN, CHAPTER 567." This Resolution approves a three-year collective bargaining agreement with the Metropolitan Alliance of Police, Streamwood Police Non-Sworn, Chapter 567, for the period beginning January 1, 2022 through December 31, 2024.

Trustee Schmidt presented the Resolution and moved for approval. Trustee Cecille seconded the motion. Police Chief Daryl Syre stated the Village management team met with representatives of MAP 567 and reached tentative agreement on the proposed

contract. The agreement covers terms of employment, compensation, insurance and benefits through December 31, 2024 and includes modifications to calculated vacation hours, longevity payments and compensation. Village Manager Caddigan noted wage increases over the three years of 2.75% -3%-3%. ROLL CALL:

Trustee Haque	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried.

RESOLUTION 2021-50

I-21-003 Information Item – 2021 Holiday Helping

On December 11, we are proud to be hosting the 10th Annual Holiday Helping Program. This opportunity helps make the upcoming holidays a little brighter for our community children and their families who have experienced unforeseen circumstances and events. Our firefighters, police officers, officials, and staff, will utilize contributions made to the Holiday Helping Program to provide local children gifts for the season. Last year, with the generous donations received, we were able to sponsor nearly 40 families. Knowing more are struggling this year; we are prepared to do more. As you begin thinking about your plans with friends and family, please consider making a monetary donation to this very worthy cause. Donations may be made at Village Hall or on our website.

COMMUNITY AFFAIRS – Trustee Cecille/Trustee Haque

A-21-119 Ordinance – Approval of 2022 Non-Union Employee Pay Plan

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING TITLE 1, CHAPTER 11, SECTION 1-11-2-2 OF THE VILLAGE CODE OF THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Ordinance establishes 2022 salary ranges for the eight job categories affecting non-union Village employees.

Trustee Cecille presented the Ordinance for first reading and posting.

Village Manager Sharon Caddigan stated the Village analyzes the wages paid for similar positions in the private and public sectors and compares with municipalities similar to ours to create the wage ranges for these non-union positions. The average increase to the range is roughly 4% with public safety wage rates increasing the most. Actual salary increases are based on demonstrated job performance.

I-21-004 Information Item – 2021 Luminaria

Please join us on Friday, December 3, at 6:30 p.m. for Luminaria 2021 – the 37th Annual lighting event! Hundreds of volunteers, civic organizations, and families help bring the holiday spirit to Streamwood by lining the medians of Park Boulevard with Luminaria. The entire Municipal Campus is also filled with lights, as Luminaria line Village Hall, the Police Station and Veterans Memorial. Don’t forget to stop into the Village Hall to visit with Santa and Mrs. Claus.

PUBLIC COMMENTS:

ADJOURNMENT TO CLOSED SESSION:

Trustee Baumer moved to adjourn to closed session for the purpose of discussing issues related to personnel and collective bargaining pursuant to 5 ILCS 120/2(c)(1) and (2). Trustee Haque seconded the motion. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Haque	Aye

Motion carried. The Village Board adjourned to Closed Session at 9:01 p.m.

Billie D. Roth
Village President

Kittie L. Kopitke
Village Clerk

Approved this 16th day of December 2021