

VILLAGE OF DECATUR DDA MEETING AGENDA

Wednesday
February 8,
2023



VILLAGE OF DECATUR
REGULAR DDA MEETING
Wednesday, February 8, 2023 – 1:00PM
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

1:00 PM DDA Meeting (Action to be taken by DDA on the following agenda items)

Note: Please be courteous and turn cell phones off during the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (Excused Absences if Any)

4. PUBLIC COMMENT

5. APPROVAL OF CONSENT AGENDA ITEMS

5A.1 - Approval of the Regular Meeting Agenda for February 8, 2023

5A.2 – Approval of the Regular DDA Meeting Minutes for January 11, 2023

6. COMMUNICATIONS TO THE DDA – PRESENTATIONS & GUEST

6A.1 – Presentation from McKenna- Development & TIF Plan

7. UNFINISHED BUSINESS

7A.1 – Discuss the expansion of the DDA boundary

7A.2 – Discuss future use of DDA Park

8. NEW BUSINESS

8A.1 – Request to approve a vendor for flowers/greenery for Summer throughout Village

9. PUBLIC COMMENTS- SECOND OPPORTUNITY

10. DDA MEMBER COMMENTS

11. ADJOURNMENT

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the DDA during public hearings and under “Public Comment,” members of the audience may address the DDA, please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the Chairperson.
 2. Verbal report provided by staff.
 3. The Chairperson asks DDA members if they have any questions for staff to clarify the staff report.
 4. Motion is made by a DDA member and seconded by another DDA member.
 5. The Chair then calls on DDA members to discuss the motion if DDA members wish to discuss.
 6. The Chair calls for a vote on the item after discussion has occurred.
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Village of Decatur
Downtown Development Authority

Wednesday, January 11, 2023, at 1:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. Call to Order

Manager Tapper called the meeting to order at 1:00 P.M.

II. Pledge of Allegiance

III. Roll Call

James Creagan (First State Bank), Jay Newell (Newell Insurance) excused, Lee Moser (Moser Financial Group) excused, David Moorman (Moorman Printing) excused, Roger Kemp (Decatur Automotive Supply), Elissa Zimmer (Webster Memorial Library), Mary Miller (Mousse Lodge), Jami Swihart (Honor Credit Union) excused, Matt Cooper (Cooper Law) excused, Christopher Tapper (Village Manager), Rebecca Harvey, (Village Planner- McKenna), Danielle Bouchard (McKenna), Megan Duncan (Clerk/Treasurer), Shantel Pentland (Administrative Assistant).

IV. Public Comments

None

V. Approval of Agenda & Meeting Minutes

Miller offered a motion to approve the agenda for January 11, 2023, supported by Zimmer, including meeting minutes from December 14, 2022, carried unanimously 4-0.

VI. Presentation and Guest – McKenna & Associates – DDA Development Plan

Representatives from McKenna & Associates were in attendance. Bouchard gave an overview of the provided Development & TIF Plan document. She mentioned that many areas are still missing data, and numerous areas will still need to be updated in this working draft. Discussion ensued about the current DDA boundary and the possibility of expansion, and how that would affect the core of “downtown.” Bouchard briefly discussed some up-to-date results from the community survey, 110 responses have been recorded. The board decided the survey should remain open for at least another month, as we have only received feedback from approximately 6% of Village residents. Tentative dates for Stakeholder Roundtable Discussions were set.

VII. Unfinished Business

- a. Staff provided an updated Calendar of Events for 2023, per input from the previous meetings. Creagan offered a motion to approve the 2023 Calendar of Events with the addition of tentatively adding the Toy Giveaway to December 3, 2023, supported by Miller, carried unanimously 4-0.
- b. Discussion ensued regarding expanding the current DDA boundary. Staff will prepare options for expansion to be presented at the February 8, 2023 meeting.
- c. Tentative dates/times were scheduled for Stakeholder Roundtable Discussions:
 1. Taxing Jurisdictions- AM on February 15, 2023
 2. Staff/Officials- PM February 27, 2023
 3. General Public- 6pm to 8pm on February 15, 2023 @ VBDL-Webster

VIII. New Business

- a. Manager Tapper discussed the FY24 Budget. Miller offered a motion to approve the Fiscal Year 2024 DDA Budget, supported by Kemp, carried unanimously 4-0.
- b. Brief discussion ensued regarding flowers and for Spring/Summer/Fall for the streetside flowerpots, planting services, Mums and other seasonal greenery. Staff will prepare a Request For Proposal, which will be sent to Paulette's Potting Shed, Rajzer's Farm Market, and Tuttle's Floral.
- c. Comparisons were made between Night Magic Displays and Pyrotecnico, both submitted RFP Bids for the 2023 Fireworks Display. Both companies offered very similar displays, and both bids were \$20,000. After discussion, the board agreed to enter into contract with Pyrotecnico. Staff will relay the decision to both companies, and begin the administrative process of coordinating with Pyrotecnico.

IX. Public Comments- Second Opportunity

None

X. DDA Member Comments

Manager Tapper shared that he and Jimmy Ebeling have had discussions regarding the DDA Park. Ebeling recommends purchasing new benches. Tapper has requested that future use of this park is considered in next month's agenda, considering the poor shape of the pavilion.

XI. Adjournment

Creagan made a motion with support from Miller to adjourn the meeting at 2:20 P.M.

Minutes submitted by: Shantel Pentland, Administrative Assistant



Agenda

Wednesday, February 8, 2023 – 1:00pm

1. PUBLIC ENGAGEMENT RECAP

1. Public Outreach Program

- a) Survey results to-date
- b) Stakeholder Roundtables
 - Village Residents (February 15, 2023 at 6-7:30pm)
 - Village Staff and Officials (???)
 - Taxing Jurisdictions (February 15, 2023 at 9-10:30am)
- c) Roundtable Event Program
 - Brief presentation on survey results
 - Downtown Wishlist Brainstorm Small Group Exercise

2. DDA/TIF BOUNDARY

1. Boundary Map Options

- a) Option 1
- b) Option 2
- c) Option 3
- d) Other???

3. NEXT STEPS

- a) Determine if a DACC will be needed (100 people or more living in Development Area)
- b) TIF projections based on selected boundary
- c) Development Plan projects based on public engagement results
- d) Draft Plan for review

Survey Results

The purpose of this appendix is to summarize the most frequent responses from the online community survey available to the public between November 2022 and XXXX 2023. During this period of time, 115 individuals responded to the survey. The purpose of the survey was to assist with determining the economic and developmental priorities and values of Decatur residents for the Development Plan and Tax Increment Financing (TIF) Plan.

QUESTION 1: QUALITY OF LIFE

The first question asked residents to rank four aspects of the Village of Decatur from highest to lowest priority. The average score from these 113 respondent rankings is summarized below.

- **School system** was the **highest** priority.
- **Restaurants** were the **second** highest priority.
- **Recreational amenities** were the **third** highest priority.
- **Government services** were the **fourth** highest priority.

QUESTIONS 2-11, 18: VILLAGE OF DECATUR SERVICES

The second through eleventh question and question 18 all relate to the services the Village of Decatur offers. Question 2 asks residents what they **like** about the services offered by the Village. The 95 responses are summarized below.

- Hosting fun and engaging **community events**.
- Timely and consistent **snow plowing**.
- Increased **accessibility** with online payment options and well-trained staff.
- Inclusion of **leaf and debris collection**.
- Well maintained **public amenities** such as parks and the library.

Question 3 asks respondents what they **dislike** about the services offered by the Village. The 92 responses are summarized below.

- **Limited hours** of Township staff.
- Lack of options for **broadband internet services**.
- **Streets and sidewalks** are undermaintained.
- Desire for **increased business downtown**.
- Lack of **transportation** options.

While there is some conflicting responses between the likes and dislikes of Decatur services, the results from question 2 and 3 show that residents want more options for recreation and entertainment in the Village and value timely and accessible municipal services.

Question 4 asks respondents to rank how well the Village of Decatur provides certain services. The average rankings for the 114 responses are as follows:

- The Village does **well** in maintaining **public landscaping and street trees**.
- The Village does an **average** job developing and maintaining the **sidewalk/bike lane/ trail system**.
- The Village does an **average** job in the number of **outdoor and open spaces** it provides.
- The Village does an **average** job with regard to **parks maintenance and upkeep**.

Question 5 through 11 are formatted the same. They ask respondents to rate certain Village conditions or services on

a scale from 1 to 5 stars, with 5 being the highest ranking and 1 being the lowest ranking. The results are as follows.

- Of **113** responses, **3.1** was the average score for **condition of sidewalks**.
- Of **114** responses, **3.3** was the average score for **level of walkability**.
- Of **114** responses, **3.3** was the average score for **road conditions**.
- Of **112** responses, **3.6** was the average score for **snow removal services**.
- Of **111** responses, **3.6** was the average score for **brush/yard waste removal**.
- Of **113** responses, **3.3** was the average score for **level of Village communication**.
- Of **114** responses, **3.4** was the average score for **level of personal safety** felt throughout the community.

Overall, the responses averaged slightly above average. The areas that respondents were most satisfied with were snow removal and brush/yard waste removal. The area that respondents were least satisfied with were conditions of the sidewalks.

QUESTIONS 12-13: RECREATION PRIORITIES

Questions 12 and 13 relate to Village recreation priorities. The twelfth question asked residents to rank seven aspects of the Village of Decatur's recreation services from highest to lowest priority. The average score from these **112** respondent rankings is summarized below.

- **Upgrading existing parks amenities** is the **highest** priority.
- **Expanding the parks system** is the **second highest** priority.
- **Expanding the availability of public waterfront/beachfront areas** is the **third highest** priority.
- **Trail connectivity** is the **fourth highest** priority.
- **Sidewalk connectivity** is the **third lowest** priority.
- **Youth sports fields** is the **second lowest** priority.
- **Planting new trees** is the **lowest** priority.

Question 13 asks respondents if they would support or oppose a property tax increase for three recreational facilities or services. The results of the **112** respondents are as follows:

- **69.2% support or somewhat support** a property tax increase for **developing and installing a splash pad at Red Woolfe Park**.
- **77.6% support or somewhat support** a property tax increase to **construct new sidewalks**.
- **82.3% support or somewhat support** a property tax increase for **creating new trails and bike paths**.

Question 18 asks respondents what improvements or additional services they suggest for the Village. There were **87** responses, and a summary of suggestions is listed below.

- Encourage more **business development** and increase **job opportunities**.
- Increase **accessibility** and **connectivity** throughout Village
- Include more **adorable housing** opportunities.
- Addition of more varied **recreation** opportunities.
- Increase **community activities** for residents of all ages.
- Promote **clean water** throughout Village.
- **Demolish or redevelop** vacant buildings.

QUESTION 14: VILLAGE PROJECT PRIORITIES

Question 14 asks respondents to rank the importance of projects for the Village to address over the next 5 years. The results from **112** respondent rankings are listed below.

- **Revitalizing the downtown district** is the **most important** project priority.
- **Maintaining and improving streets** is the **second most important** project priority.
- **Utilizing community gathering spaces** is the **third most important** project priority.
- **Implementing new construction of sidewalks** is the **fourth most important** project priority.

QUESTIONS 15-17, 19-21, 24-26 : DOWNTOWN DECATUR

Questions 15 through 17, 19 through 21, and 24 through 26 all pertain to Downtown Decatur. Question 15 asked respondents how frequently they visit Downtown Decatur. Respondents were encouraged to select all options that applied. Of the **114** respondents, **61.4%** responded they visit **every day**, **34.2%** responded they visit **once a week**, **8.0%** responded they visit **once a month**, **0.9%** responded they visit **every couple months**. While there were options for once or twice a year and never, no one responded with those answers.

Question 16 asked respondents what they typically visit Downtown Decatur for. Respondents were encouraged to select all options that applied. Of the **115** respondents, the following answers are summarized as follows:

- **57.3%** visited for **restaurants and bars**.
- **40.9%** visited for **retail shopping**.
- **26.4%** visited for **Downtown events**.
- **23.6%** **live** in Downtown Decatur.
- **19.1%** **work** in Downtown Decatur
- **16.5%** visited for **Downtown parks and greenspaces**.
- **24.6%** visited for **other** reasons including: **groceries, banking, library, and post office**.

Question 17 asked respondents to rank the importance of varying Downtown goals. The results of the **112** respondents are as follows:

- **Economic repositioning** is the **most important** goal.
- **Placemaking and design** is the **second most important** goal.
- **Infrastructure and transportation** are the **third most important** goal.
- **Organization and partnerships** are the **fourth most important** goal.

Question 19 asked respondents what they liked the most about Downtown Decatur. Respondents were encouraged to select all options that applied. Of the **99** respondents, the following answers are summarized as follows:

- **56.6%** liked the **walkability**.
- **42.4%** liked the **shopping and dining opportunities**.
- **41.4%** liked the **historic architecture and unique building character**
- **15.2%** liked the **open/green space for recreation**, while **12.1%** like the **open/green space for gathering**.
- **4.0%** liked the **house or apartment rental opportunities**.
- **4.0%** liked the **tourism opportunities**
- **1.0%** like the **office space opportunities**.

Question 20 asked respondents to rank potential improvements to Downtown Decatur by priority. The results from the **112** respondents are as follows:

- **Economic development** is the **highest** priority.
- **Recreation improvements** is the **second highest** priority.
- **Housing improvements** are the **third highest** priority.
- **Physical improvements** are the **fourth highest** priority.

- **Transportation improvements** are the **second lowest** priority.
- **Identify improvements** are the **lowest** priority.

Question 21 asks what respondents think needs to be created in Downtown Decatur today. Respondents were encouraged to select all answers that were applicable. **111** responses were recorded, and the results of these responses is summarized below.

- **57.6%** think Downtown needs more **entertainment opportunities**.
- **55.0%** think Downtown needs more **outdoor seating and dining**
- **54.0%** think Downtown needs more **community events and programs**.
- **32.4%** think Downtown needs more **parks and open spaces**.
- **26.1%** think Downtown needs more **bike trails and bike lanes**.
- **22.5%** think Downtown needs more **housing**.
- **17.1%** think Downtown needs more **crosswalks and sidewalks**.
- **12.6%** think Downtown needs more **wayfinding signs**.
- **9.9%** think Downtown needs more **public parking lots**.
- **2.7%** think Downtown needs more **office space**.
- **19.8%** responded **other**. These responses include suggestions such as: **fast-food restaurants, general restaurants, public transportation, and more recreation offerings**.

Question 24 asks what respondents think the highest priority for enhancing Downtown Decatur is. Of the **94** responses, the most occurring as listed below.

- **Restaurants**
- **Businesses**
- **Community events**
- **Entertainment**
- **Housing**
- **Sidewalks**
- **Open spaces**

Question 25 asks respondents if they feel there are sufficient opportunities to participate or engage in Village-wide events and activities. Of the **110** respondents, **51.8%** responded **yes**, while **48.2%** responded **no**.

Question 26 asks what program/services/events respondents recommend the DDA or Village offer. Of the **71** responses, the most occurring suggestions were as follows:

- **Volunteer clean-up events**
- **Festivals**
- **Family events**
- **Farmer's market**
- **Year-round events**
- **Concert or music events**

Question 26 asks business and property owners what opportunities or events they would find helpful. Respondents were encouraged to select all applicable options. 87 responses were recorded and are summarized below.

- **60.9%** feel **special events and activities** would be helpful.
- **51.7%** want **Downtown beautification**.
- **47.1%** believe **marketing** would be beneficial.
- **29.5%** feel **grant programs** for signage/façade improvements would help.

- **14.9%** want **technical assistance/workshops** provided.
- **12.6%** each want **shared parking opportunities** and **shared dumpster/trash collection**.
- **12.6%** feel **other** measures would be helpful including **upkeep efforts, redevelopment of abandoned buildings, and assistance obtaining liquor licenses**.

QUESTION 22-23: PARKING

Question 22 and 23 refer to parking in Downtown Decatur. Question 22 asks how long it usually takes to find a parking space in Downtown Decatur. **114** responses were captured, and the results are summarized below.

- **62.4%** found a parking space **immediately**.
- **33.0%** found a parking space in **less than 5 minutes**.
- **1.8%** took **more than 5 minutes** to find a parking space.
- **1.8%** did **not need** to find parking Downtown.
- **0.9%** could find a spot **immediately unless there was an even happening Downtown**.

Question 23 asks how long respondents are parked in Downtown Decatur. **114** responses were captured, and the results are summarized below.

- **49.5%** were parked for **30 minutes to 1 hour**.
- **32.1%** were parked for **less than 30 minutes**.
- **13.8%** were parked for **2-3 hours**.
- **4.6%** were parked for **more than 3 hours**
- **No respondents parked overnight**.
- **No respondents didn't need a parking spot**.

QUESTION 28-31: DEMOGRAPHICS

Questions 28 through 31 relate to the demographics of survey respondents. Question 28 asks the relation of the respondent to the Village of Decatur. Respondents were encouraged to select all responses that applied. Of the **109** responses:

- **68.3%** were **residents** of the Village.
- **20.2%** **worked** in the Village.
- **17.3%** were **business or property owners** in the Village.
- **1.9%** were **landlords** for Village properties.
- **23.1%** responded **other** and include roles such as **resident in nearby community** and **visitor**.

Question 29 asks how long respondents have been a resident of the Village of Decatur. **114** responses were recorded and the results are shown below.

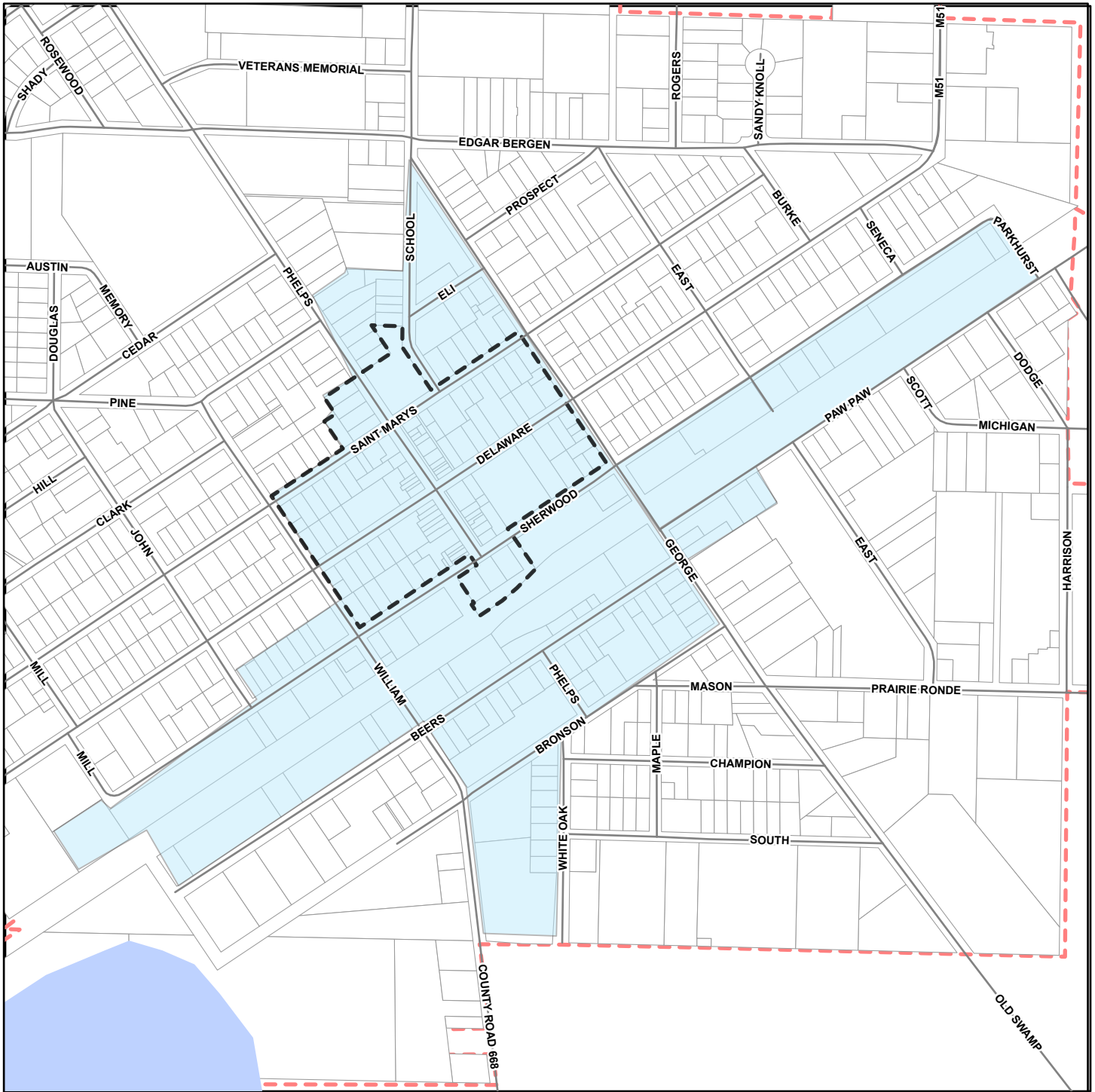
- **33.0%** have lived in Decatur for **10 or more years**.
- **4.6%** have lived in Decatur for **9-10 years**.
- **6.4%** have lived in Decatur for **7-8 years**.
- **12.8%** have lived in Decatur for **5-6 years**.
- **7.3%** have lived in Decatur for **3-4 years**.
- **10.1%** have lived in Decatur for **1-2 years**.
- **1.9%** have lived in Decatur for **less than 1 year**.
- **23.9%** **do not live in Decatur**.

Question 30 asks respondents their age. **114** responses were recorded, and the results are shown below.

- **0.0% are 17 or younger.**
- **0.9% are 18 -20 years old.**
- **10.1% are 21-29 years old.**
- **24.8% are 30-39 years old.**
- **27.5% are 40-49 years old.**
- **20.2% are 50-59 years old.**
- **16.5% are 60 or older.**

Question 31 asks respondents if they are a parent or guardian to a child (under age 17) and if so, how many. **113** responses were recorded, and the results are shown below.

- **45.4% have no children.**
- **16.7% have one child.**
- **19.4% have 2 children.**
- **10.2% have 3 children.**
- **3.7% have 4 children.**
- **4.6% have more than 4 children.**



DDA Boundary Option 1

Village of Decatur, Michigan

January 30, 2023

LEGEND

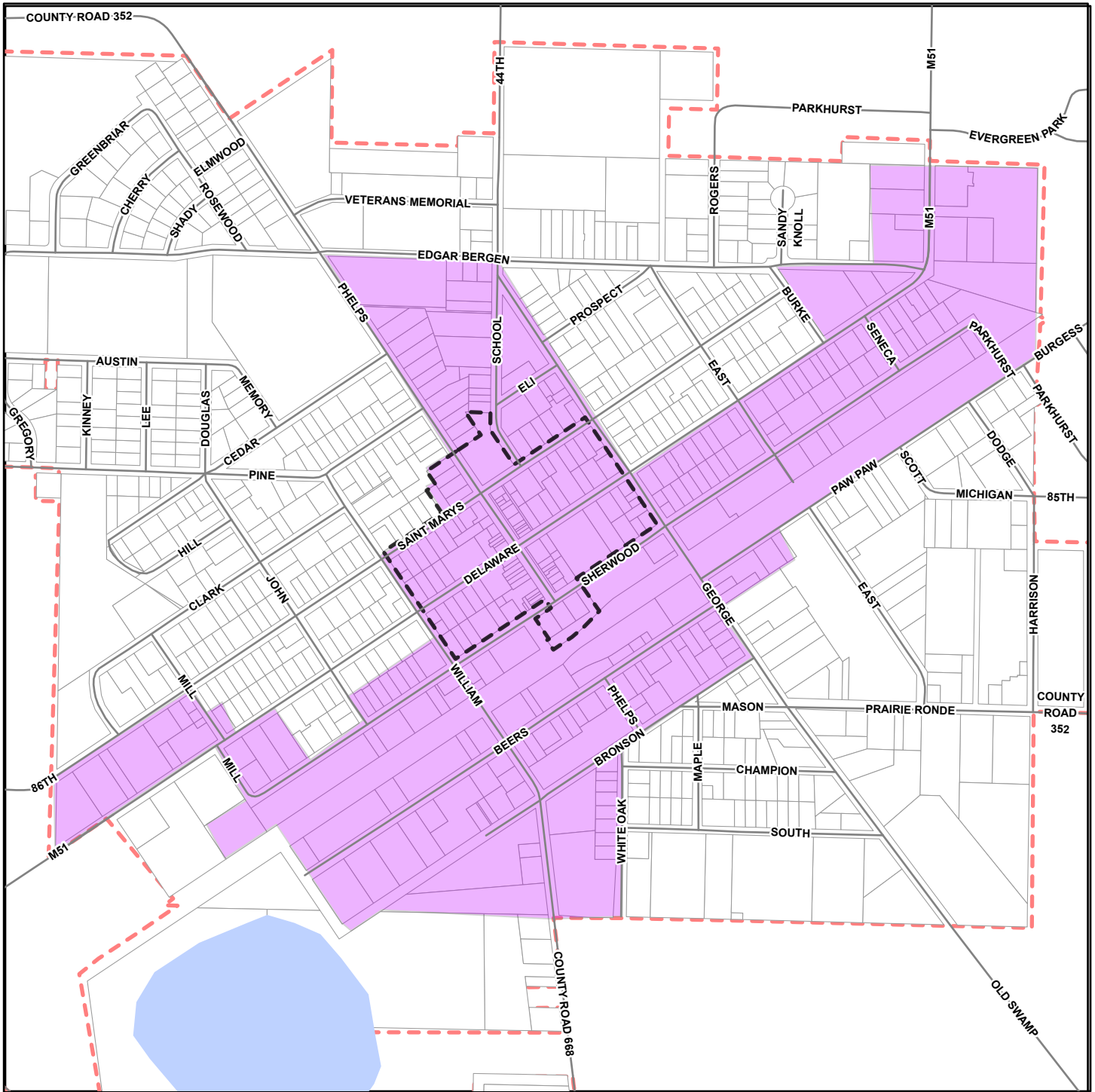
- Current DDA Boundary
- Parcels
- Boundary Option 1



0 300 600
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Van Buren County 2022. McKenna 2022.








DDA Boundary Option 2

Village of Decatur, Michigan

January 30, 2023

LEGEND

-  Current DDA Boundary
-  Parcels
-  Boundary Option 2



010200
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Van Buren County 2022. McKenna 2022.





DDA Boundary Option 3

Village of Decatur, Michigan

January 30, 2023

LEGEND

- Current DDA Boundary
- Parcels
- Boundary Option 3



0 300 600
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Van Buren County 2022. McKenna 2022.





Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Downtown Development Authority Board
FROM: Shantel Pentland, Administrative Assistant
REVIEWED BY: Christopher Tapper, Village Manager
DATE: February 3, 2023

SUBJECT: Summer 2023 Flowers Proposals

Action Requested:

It is requested that the DDA review, discuss, and approve a bid for the 2023 Summer Flowers. Three bids were received: Tuttle's Floral, The Potting Shed, Rajzer's Farm Market & Greenhouses

Background:

As part of the DDA's mission to beautify our Downtown District, flowerpots are annually placed throughout the district. Three bids were received for flower products and planting services: Tuttle's Floral, The Potting Shed, Rajzer's Farm Market & Greenhouses.

Attachments:

Bids from Tuttle's Floral, The Potting Shed and Rajzer's Farm Market & Greenhouses

Proposal for Downtown Flowers Spring 2023

Date : January 31st. 2023

Subject : Bid for Flower Pots

From : Chris A. Paynich – Tuttle Floral Co.

The Village of Decatur would bring the planters to Tuttle in the month of April , twelve 24" pots & the four rectangular planters. In May I will add a small amount of top dirt then fill the planter with a high grade of soiless mixture imbedded with fertillizer for the summer. Around the middle of May I will plant the containers with annuals. My suggestion and choices would be at the center cannas, then wave petunias, begonias, adgeratum, marigolds and for cascading, sweet potatoe vines. Colors would be pinks, lavenders, purples. All plants would be for full sun. This would be for the twelve 24" Pots & the 36" oval pot. The four rectangular planters will be simliar in plants. I will fill and plant the concrete oval planter late May, weather dependant. The price for the 12 Planters would be \$ 545.00 - The 36" Oval Planter \$95.00 The four Rectangular Planters would be \$ \$ 190.00 .

Planters would be ready for pickup late May, which is totally weather dependant. If temperatures would get below 38 degrees at night, waiting a week or two is recommended.

The total package price for all planters is \$ 830.00

After inspecting the planters I have a few ways of doing the planters a little differently then past years. I would also recommend a weekly fertilizing regiment added to the DPW watering schedule. I have a specialty fertilizer that I use and also supply to the Paw Paw DDA & DPW. The fertilizer for June and July would be about \$ 68.00 for 9 weeks thru July.

Finally after talking with Shantel I explained about the soiless mixture that I would use and some of the expense is in prices. I also suggest that in Fall the DPW pull out all the annuals and save as much of the soiless mixture as possible for the following season. The planters can be top dressed With 4 to 6" of new mix, instead of replacing it every year.

Thank you for the opportunity to bid on these flowers for the Spring

Chris A. Paynich - President/Owner – Tuttle Floral Co.



Tuttle Floral Co. - Paw Paw's Flowershop &
Greenhouses since 1906 657-5280



Paulette Rybarski
 54435 Territorial Road West
 Decatur, MI 49045
 ph 269.423.8348

Village of Decatur - Flower Planting 2023 Bid

Quantity	Description	Cost
10	Round planters @ \$125.00 each <ul style="list-style-type: none"> Includes various annuals and Proven-Winner varieties 	\$1250.00
4	Wooden planters @ \$175.00 each <ul style="list-style-type: none"> Includes various annuals and Proven-Winner varieties 	\$700.00
1	Large round planter by post office @ \$75.00	\$75.00
1	Bulk bag of soil plus fertilizer and pre-emergent	\$325.00
	Labor	\$528.00
Total		\$2878.00

*Propane, soil, flower product and container prices have all risen this year, but the Potting Shed Greenhouse will still honor last year's prices for the Village of Decatur 2023 bid.



Paulette Rybarski
54435 Territorial Road West
Decatur, MI 49045
ph 269.423.8348

Village of Decatur - Fall Mum 2023 Bid

Paulette's Potting Shed Greenhouse has (3) mum size options

Quantity	Description	Cost
1	● 9 inch black pot	\$8.00
1	● 10 inch black pot	\$12.00
1	● 12 inch decorative pot containing (3) mums in mixed colors	\$20.00

Rajzer Farm Market & Greenhouse

February 2, 2023

Village of Decatur,

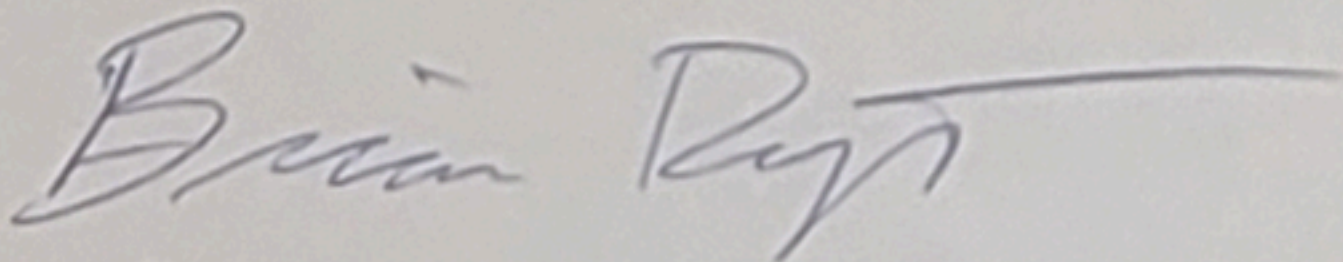
Below is bid for the summer flower planting only:

- Planting services, fertilizer, soil and summer flowers (June delivery)
 1. Twelve (12) 24" round plastic planters
 2. One (1) 36" oval cement planter
 3. Four (4) 36" x 24" rectangular wooden planters

We will provide premium plants to fill the above listed planters. All will contain Pro Mix Premium soil media with a slow release fertilizer. Two additional applications of fertilizer will be provided to the village for application in the water (approx. July 1 and August 1). Both plastic planters and the wooden planters will be planted at our greenhouse and under our care until the village picks them up (approx June 1). The cement planter will be planted by us on site at about the same time. This would come to a total of \$2,900.00. If you have any questions I can be reached at (269) 436-0239.

Replacement of plants due to vandalism or environmental damage are available at additional cost and also subject to availability, as all of our plants are grown on site.

Sincerely,



Brian Rajzer