



MARATHON COUNTY PARK COMMISSION AGENDA

Date and Time of Meeting: Tuesday, April 2, 2024 at 11:00 am

Meeting Location: 212 River Dr, Room 5, Wausau 54403

The meeting site identified above will be open to the public. Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number: 1-408-418-9388 Access code: 2483 003 5251. When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!

Park Commission Members -

Commissioners: Dawn Herbst, Jean Maszk, Allen Opall, Rick Seefeldt, Lou Larson, Vacant-City, Vacant-At Large

***Marathon County Mission Statement:** Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

***Parks, Recreation and Forestry Department Mission Statement:** Adaptively manage our park and forest lands for natural resource sustainability while providing healthy recreational opportunities and unique experiences making Marathon County the preferred place to live, work, and play.*

Agenda Items

1. **Call to Order**
2. **Public Comment Period – Not to Exceed 15 Minutes – Any Person Who Wishes to Address the Commission Must Provide, Name, Address and the Topic to the President of the Commission No Later than Five Minutes Before the Start of the Meeting. Topics must be relevant to the Committee’s area of jurisdiction.**
3. **Approval of the Minutes of the March 5, 2024 Park Commission Meeting**
4. **Policy Issues for Discussion and Committee Determination**
 - A. Discussion and Possible Action by Committee
 1. Approving the Memorandum of Understanding for the Merrill to Wausau Trail Master Plan Project
 2. Rentals of Duane Corbin Shooting Range
 3. Big Eau Pleine Timber Sale Tract 10-24
5. **Operational Functions Required by Statute, Ordinance or Resolution:**
 - A. Discussion and Possible Action by Committee
 1. Authorizing a Resolution for Urban Forestry Inflation Reduction Act Grant and Urban Forestry Catastrophic Storm Grant
 - B. Discussion and Possible Action by Committee to Forward to the Environmental Resource Committee for its Consideration
 1. None
6. **Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee**
 - A. None

7. Educational Presentations/Outcome Monitoring Reports

- A. Project Update (Marathon Park Improvements, Big Eau Pleine Invasive Species, Amco Playground, Cherokee Restroom, D.C Everest Restroom, Dells of Eau Claire Paving, Asphalt Study.

8. Announcements

- A. Next Meeting Date & Time, Location – April 30, 2024 at 10:30am, 212 River Dr. Room 5, Wausau, WI 54403
- B. Future Agenda Items – City Service Level Proposal

9. Adjourn

Signed /s/ Jamie Polley
 Presiding Officer or Her
 Designee

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting.

FAXED TO DAILY HERALD

THIS NOTICE POSTED AT THE

COURTHOUSE

(Email/Fax City Pages, Marshfield News, Midwest Radio Group)

Date March 28, 2024 Time 9:00 a.m.

By Jodi Luebbe

Date _____ Time _____

By _____

AGENDA SUMMARY

4A1. Discussion and Possible Action Approving the Memorandum of Understanding for the Merrill to Wausau Trail Master Plan Project

At the March, 2024 Park Commission meeting staff informed the Commission that Marathon County has been working with the Wisconsin DNR, Lincoln County and a local non-profit biking group stationed in Merrill to evaluate the possibility of establishing a trail from the City of Wausau to the City of Merrill. The corridor could possibly utilize land that Wisconsin Public Service (WPS) owns that had been planned for an electric rail car. This corridor is also identified by the state as a future State Trail segment. In preliminary discussions with WPS the use of the corridor may be a possibility for this future trail. MSA Professional Services, Inc. has been chosen to complete the project.

The non-profit, River District Development Foundation of Merrill has agreed to pay for the project in the amount of \$91,601 which will be donated to Marathon County. As stated at the March meeting, Corporation Counsel agreed that the County can sign the agreement with two actions, one, the Park Commission accept the donation of funds from the nonprofit and two, the County sign a memorandum of understanding with the non-profit agreeing to the payment of services and on the scope of the project. The Park Commission approved the acceptance of this donation at the March 2024 meeting. A Memorandum of Understanding (MOU) has been developed to be approved and signed by Marathon County, Lincoln County and the River District Development Foundation of Merrill. The MOU has been reviewed by both Marathon and Lincoln County's Corporation Counsels.

The Park Commission is asked to approve the Memorandum of Understanding and authorize the President of the Park Commission to sign the agreement on behalf of Marathon County.

4A2. Discussion and Possible Action Determining Rentals of Duane Corbin Shooting Range

The Duane Corbin Shooting Range is open to the public throughout the year on scheduled days. During these times a staff member is present. The public areas of the shooting range include shooting lanes available from 25 yds to 300 yds and a clay target range. Other uses of the range include contracts for use by the Marathon County Sheriff's Office and the Marathon County Rifle and Pistol Club, Inc. The contracted uses also include the 600 yd range. At this time the 600 yd range has not been made available to the public due to safety and the proximity to the clay target range. When the 600 yd range is used by the contacted users the clay target area is closed.

As part of the agreement with the Sheriff's Office, other agencies can utilize the range during a joint training session. We have recently received a request from the Marshfield Police Department and Wood County Sheriff's Department to utilize the range, specifically the 600 yd range. This use would not be during a joint training with Marathon County Sheriff's Office. Renting out the facility is a change to current practice and would need to include additional parameters to ensure the safety of the participants. In addition for liability purposes any renter would be required to have workman's compensation insurance and the County would require a Certificate of Insurance with their county, which includes their employees, elected officials, representatives, and members of its boards and commissions as Additional Insured.

The Park Commission is asked to determine the policy for the range. If the commission feels the facility should be available for rent, staff feels an outside rental would require a staff person to be at the range during the rental, the rental would only take place when the range is closed to the public, and only law enforcement agencies would be allowed to rent the facility. If the Park Commission supports this policy staff will bring back to the Commission recommendations on rental fees.

4A3. Big Eau Pleine Timber Sale Tract 10-24

In your packet you will find the prospectus for the third timber sale planned within Big Eau Pleine Park. This sale is part of a long range timber management plan presented to the Park Commission in June of 2020. The timber sale will be bid in September. The winning bidder will have a two year contract with work to be completed November 1 and March 15.

The Park Commission is asked to approve the timber sale Tract 10-24 and authorize staff to bid this sale in September of 2024.

5A1. Discussion and Possible Action Authorizing a Resolution for Urban Forestry Inflation Reduction Act Grant and Urban Forestry Catastrophic Storm Grant

The Wisconsin DNR Urban Forestry Inflation Reduction Act (UF IRA) Grant program uses federal funds to support projects that positively impact trees and people within disadvantaged communities in Wisconsin. Cities, villages, towns, counties, tribes and 501(c)(3) nonprofit organizations conducting their projects in Wisconsin may apply for an UF IRA grant. Eligible projects must occur in or benefit those living in disadvantaged communities (DACs) as identified by the DNR.

A total of \$4 million of IRA funds will be awarded to eligible applicants. The Wisconsin Department of Natural Resources intends to award all of these monies in this round of funding, as another round of IRA-funded grants is not anticipated.

Grants will be awarded from \$1,000 to \$500,000 and require no match. The City Forester would like to apply for this grant as areas within Wausau fall within the criteria of a disadvantaged community. The project proposed in the grant application will seek grant funds to provide funding for residents to remove Ash trees on their private properties as well as funding to continue to remove or treat ash trees and plant new replacement trees. The City of Wausau and surrounding areas are infested with Emerald Ash Borer and the removal of the ash trees are recommended to reduce the spread of the borer.

As the body of jurisdiction over the department the Park Commission is asked to approve the resolution to apply for the Urban Forestry Inflation Reduction Act grants and authorize the President of the Park Commission to sign the agreement.

7A. Project Update

Marathon Park -

-*Eastgate Hall* –the ceiling contractor has completed the ceiling and new fans and lights have been installed. The flooring contractor will begin the floor replacement following the elections on April 2. The siding has been removed and the windows will be installed. Work will continue through the month of April.

-*Ice Arena Feasibility Study* – JLG Architects has provided the County with the first draft of the program needed for the facility based on the user meetings and feedback collected. Staff has met with them to provide feedback. JLG is still working on refining the program and is beginning to develop the floor plan. A team will also start to review the requirements of the saferoom and how that will be integrated into the plan. A third group, Ballard and King is beginning the work on the economic impact analysis. Staff met with them last week and will be providing them with data of our current facility.

-*Arbor Day Planting* is planned for Thursday, April 25

-*Wausau Cyclones* ended their season on March 16th and the ice is now out of both rinks.

-*Marathon Park Campground playground* – the site is prepped and installation by the contractor will take place once weather allows.

Big Eau Pleine –

-Invasive Species – Staff is working on a plan to address the garlic mustard within the park. A team worked on the removal of this invasive species in 2023 however more areas have been identified.

Amco – The playground has been removed and the site is prepped for the new playground. Install is planned for as soon as weather allows.

Cherokee – Staff is working with CPZ on planning the installation of the new restroom as part of the 2024 CIP projects.

D.C. Everest – New doors had to be ordered for the new restroom as the doors sent from the manufacturer did not meet code.

Dell of Eau Claire – The newly paved areas going into the beach area and beach parking lot are being painted and small touch ups are being made.

Asphalt Study – Staff completed a study of all the asphalt areas that are in need of crack sealing and patching.

DRAFT
MARATHON COUNTY PARK COMMISSION

Date and Time of Meeting: March 5, 2024 at 10:30am Location: Room 5 at 212 River Dr., Wausau WI 54403

Park Commissioners present: Dawn Herbst, Lou Larson, Jean Maszk, Rick Seefeldt

Excused: Allen Opall

Staff present: Jamie Polley-Parks, Recreation and Forestry Director, Andy Sims-Assistant Director of Operations, Jamie Alberti – Corporation Counsel Paralegal

1. Call to Order – President Seefeldt called the Park Commission meeting to order at 10:30 am. Official notice and the agenda for the meeting was posted publicly in accordance with the State statutes.

2. Public Comment – none brought forward.

3. Approval of the Minutes of the January 30, 2024 Park Commission Meeting – Motion by Maszk, second by Herbst to approve the January 30, 2024 meeting minutes. Motion **carried** by voice vote, vote reflected as 4-0.

4. Policy Issues for Discussion and Committee Determination

A. Discussion and Possible Action by Committee

1. Recognition – 2023 Soccer Field of the Year Award from WI Sports Field Management Association – The People’s Sports Complex has been voted on as 2023 soccer field of the year by the Wisconsin Sports Field Management Association. They are recognized with a plaque and a press release that will be going out.

5. Operational Functions Required by Statute, Ordinance or Resolution:

A. Discussion and Possible Action by Committee

1. Accepting a Donation from River District Development Foundation of Merrill to Complete Master Plan for Future Trail from Wausau to Merrill – Staff have been working with the Wisconsin DNR, Lincoln County and a local non-profit biking group stationed in Merrill to evaluate the possibility of establishing a trail from the City of Wausau to the City of Merrill. Through a variety of discussions, it was found that Wisconsin Public Service (WPS) has a corridor for much of the way where they had planned to build an electric rail car. This corridor is also identified by the State as a future State Trail segment. In preliminary discussions with WPS the use of the corridor may be a possibility for this future trail. The groups worked together to issue a Request for Proposals (RFP) to develop the Wausau to Merrill Trail Master Plan. The RFP was advertised during the month of November with proposals due on December 1, 2023. Five proposals were received. The steering group narrowed the proposals to two firms and issued a set of follow up questions. Upon final review of the additional submittals the group selected MSA Professional Services, Inc. to complete the project. The non-profit, River District Development Foundation of Merrill has agreed to pay for the project in the amount of \$91,601. It is recommended that the agreement for a project such as this be between the contractor and the county or state. Marathon County’s Corporation Counsel has reviewed the agreement and has agreed that the County can sign the agreement with the two actions, one, the Park Commission accept the donation of funds from the nonprofit and two, the County sign a memorandum of understanding with the non-profit agreeing to the payment of services and on the scope of the project. Staff is developing this memorandum of understanding. **Motion** by Larson, second by Herbst to accept the donation of \$91,601 from River District Development Foundation to be utilized for the completion of a master plan for a future trail from Wausau to Merrill. Motion **carried** by voice vote, vote reflected as 4-0.

2. April Meeting Dates – After discussion it was decided to keep the April meeting date on April 2nd and the Director will join remotely. It may move ½ hour earlier or later depending on her schedule. (It was later determined that the meeting will be held at 11:00am on April 2nd)

6. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee

A. Discussion and Possible Action by Committee – None

B. Discussion and Possible Action by Committee to Forward to the Environmental Resource Committee for its Consideration – None

7. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee – None

8. Educational Presentation/Outcome Monitoring Reports for Discussion

A. Project Update – Big Eau Pleine – *Trees* – Additional large hazard trees have been removed in the west campground. *Firewood* – Staff is completing the cutting of firewood for the 2024 season, and we are filling the firewood bins for the upcoming rental season. Marathon Park – *Eastgate Hall* – favorable bids were received, and work has begun, the ceiling tiles have been removed and the electrician is setting up the new lighting. Once complete the ceiling contractor will move back in to install the new ceiling. The siding will begin to be removed in the next couple of weeks. Work will continue through the months of March and April. *Ice Arena Feasibility Study* – JLG Architects has provided the County with the first draft of the program needed for the facility based on the user meetings and feedback collected. Staff has met with them to provide feedback. The next step is to refine the program and begin to develop the floor plan. A team will also start to review the requirements of the saferoom and how that will be integrated into the plan. A Third group will begin working on the economic impact analysis. *Trees* – Infested ash trees have been removed. *Arbor Day Planting* – is planned for Thursday, April 25. *Wausau Cyclones* made the playoffs and secured home ice advantage. Their first playoff game is March 8th. To accommodate these games, we will keep the ice in on rink 1 an extra week. Rink 2 ice is coming out the week of March 4th. *Marathon Park Junction playground* – We removed this playground on 2/27 for safety reasons. The playground had repairs that needed to be made and the parts are no longer available. This playground will be replaced in the future when the splash pad is replaced per the Westside Master Plan. Bluegill Bay – Construction has begun on another new dock. This dock, along with some hardscape work by the dock entrance, will make both sides of the Bluegill boat launch ADA compliant. North Central Health Care – Our department submitted a bid for fence removal and turf restoration at NCHC. Mission Lake – Staff is still working on a cost-effective plan to replace the beach timbers. We have two quotes for material. One possibility is to use concrete planks that we have as well. Playgrounds – Marathon Park Campground and Amco Park playgrounds. Installer has contacted us and is ready to begin installing as soon as we can prep the sites.

B. 2023 Recreation Deputy Report – Polley discussed the Law Enforcement Report. It included information on parks and forestry patrols; criminal complaints; citations and warnings; criminal charges and arrests; and recreation motor vehicle patrols. Snowmobile, boat, and UTV patrol hours are tracked and reimbursed from a DNR grant for this work.

9. Announcements

A. Next Meeting Date & Time, Location – Tuesday, April 2, 2024 at **11:00am**, 212 River Dr., Rm.5, Wausau, WI 54403

B. Future Agenda Items – City Service Level Proposal

10. Adjourn - Motion by Herbst, second by Larson to adjourn the meeting at 11:30 am. Motion **carried** by voice vote, vote reflected as 4-0.

INTERGOVERNMENTAL AGREEMENT FOR PLANNING OF
WAUSAU TO MERRILL TRAIL CORRIDOR PLAN

WHEREAS, Marathon County, Lincoln County, and the River District Development Foundation (collectively the "Parties") have a vested interest in identifying a corridor for a potential trail from Wausau to Merrill; and

WHEREAS, the Parties recognize that the development and improvement of recreational facilities between Wausau and Merrill will promote tourism as defined in Wis. Stats. § 66.0615(1)(fm) and will consequently benefit their local economies; and

WHEREAS, the Parties recognize that such development in Marathon and Lincoln Counties will also increase the opportunities for recreational use in the area for their respective residents; and

WHEREAS, the Parties recognize that tourism promotion and adding recreational opportunities for the residents of Marathon and Lincoln Counties is in the best interests of the residents of each County; and

WHEREAS, the Parties understand that the Trail Corridor process is at the Master Plan stage, and that final design, property acquisition, development and capital improvements will occur at a later date, most likely in phases as time and funding allow, and that additional local governmental bodies within Marathon and Lincoln County may wish to participate in subsequent phases or may be required to approve certain projects or expenditures.

NOW THEREFORE, Marathon County, Lincoln County and the River District Development Foundation agree as follows:

1. Subject to the agreement for funding laid out in this document, and subject to any required approval of any governing body with jurisdiction over such funding, Marathon County will contract with MSA Professional Services, Inc. ("MSA") for the development of a Master Plan (hereinafter the "Plan") for the Trail Corridor from Wausau to Merrill at a cost of up to \$91,601.00. The Plan shall include the work described in paragraph 2 of this agreement. The contract shall provide that MSA will deliver full copies of the completed Plan documents to each Party to this agreement.
2. The Plan shall provide, as outlined in MSA's project approach in their project proposal dated December 1, 2023, the following: (a) lay out the Parties' goals and objectives for development of the Corridor, (b) include mapping of existing routes, trail service areas and potential liability locations, (c) include public engagement and input into the master plan,

(d) up to 6 concept plans that include sketches of trailheads, access, and crossing points for the trail to help expand on the route and develop preliminary construction cost estimates, and (e) a draft plan and final plan including a capital improvement summary and potential funding opportunities in the event that the Parties may choose to make such improvements.

3. MSA will work with individual Parties in identifying their respective goals and objectives. Marathon County shall be the primary contact with MSA for administering the contract. Marathon County will provide the other Parties on a timely basis with information related to the administration of the contract.
4. Marathon County shall pay the invoices of MSA when due under the contract. The other Parties shall pay Marathon County their respective share of the invoice amounts within thirty (30) days of receipt of notice from Marathon County. If any dispute should arise over performance under the contract by MSA, Marathon County shall determine the resolution of the dispute and the other Parties agree to pay Marathon County their respective portions of any sums paid by Marathon County to MSA in accordance with this agreement.
5. The parties agree to contribute the following sums toward the cost of preparing the Trail Corridor Master plan:
 - a. River District Development Foundation shall contribute \$91,601.00 (100%). A \$25,000 initial contribution will be made to Marathon County for the first payment to MSA at the time this agreement is executed.
6. The Parties may agree to share in the cost of any change orders that might be proposed for additional work related to the Master Plan, but no Party is bound to approve any additional work. In the event of such changes, the cost and division of payment shall be determined by the Parties and approved as an addendum to this agreement.
7. Nothing in this agreement binds any Party to construct any of the improvements identified in the Master Plan.
8. By signing this agreement, the signatories certify that this contract has been approved by the governing bodies of their respective governmental/governing entities.
9. This agreement supersedes any and all other prior agreements, either oral or in

writing, between the Parties with respect to the matters contained herein. The Parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, with respect to the subject matter of this agreement have been made by any Party, or anyone acting on behalf of any party, that are not embodied in this agreement, and that no other agreement, statement, or promise not contained in this agreement with respect to the matters contained in this agreement shall be valid or binding. No amendment, alteration, or modification of this agreement shall be effective unless it is in writing and signed by the Party to be bound.

10. This agreement is effective upon the last approval by the governing bodies of all the Parties.

MARATHON COUNTY

By:

Authorized Representative (date)

LINCOLN COUNTY

By:

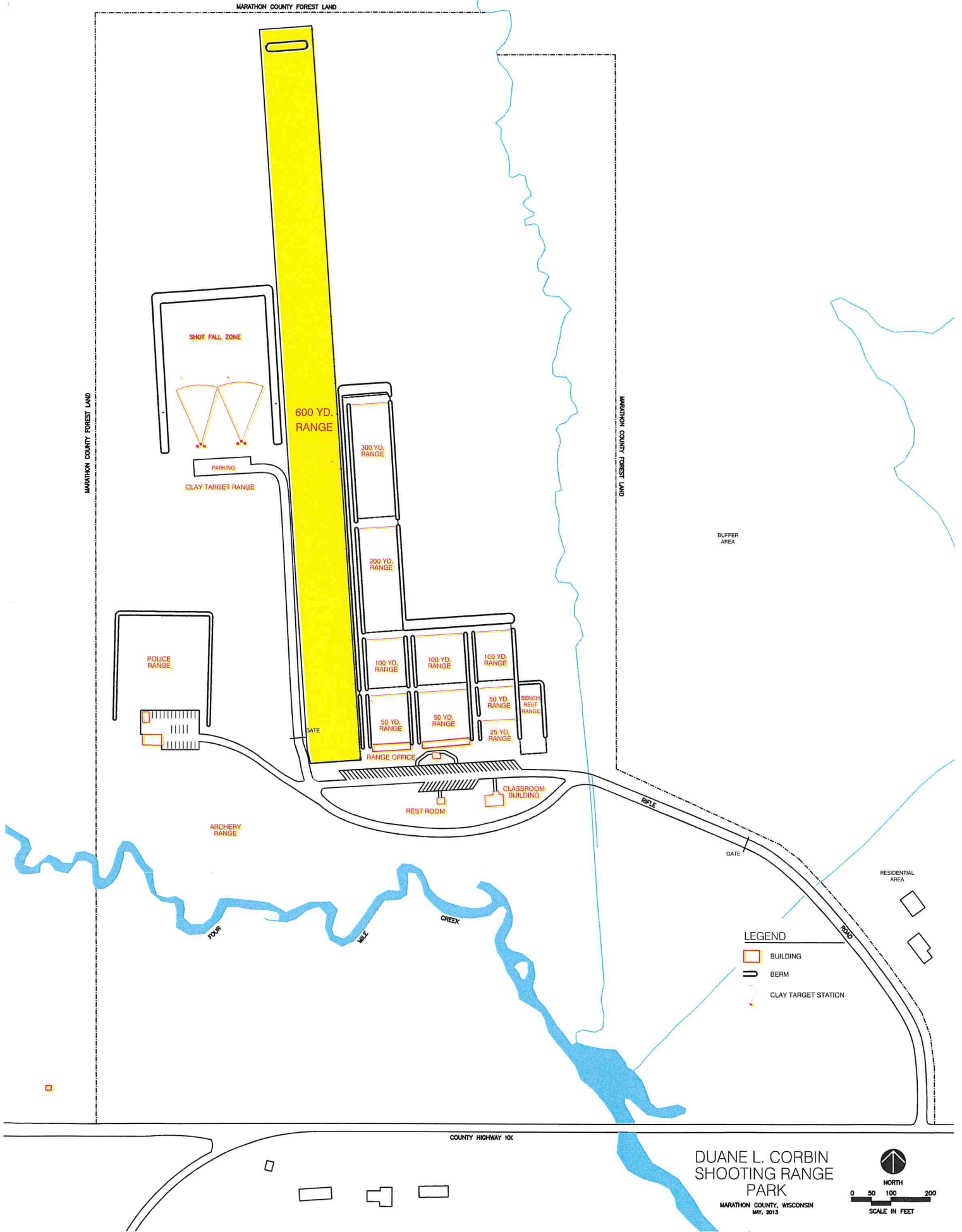
Authorized Representative (date)

RIVER DISTRICT DEVELOPMENT
FOUNDATION

By:

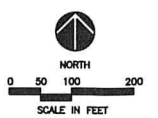
President (date)

EXHIBIT A



DUANE L. CORBIN
SHOOTING RANGE
PARK

MARATHON COUNTY, WISCONSIN
MAY, 2013



MARATHON COUNTY TIMBER SALE
Big Eau Pleine County Park – September 2024

Tract # 10-24

<u>Ticket Sale</u>	<u>Estimated Volumes</u>	
	<u>Species</u>	<u>4" Top</u>
	Mixed Hardwood	1550 Tons (Approx. 54% Hard Maple, 31% Ash, 13% Red Maple, & 2% all other hardwood)
	Basswood	700 Tons
	Aspen	260 Tons
	Hickory	90 Tons
	Basswood Logs	50.0 MBF (Incl. all other hardwood logs)
	Ash Logs	40.0 MBF
	Hard Maple Logs	20.0 MBF
	Red Maple Logs	10.0 MBF
	Hickory	2.0 MBF

Location: Section 12, T.26N.-R.05E. (Town of Green Valley) Size: 79 Acres
Section 07, T.26N.-R.06E. (Town of Bergen)

Seasonal Time Frame: November 1 to March 15

Cutting Regulations:

Hardwood Thinning – Cut all orange marked trees, except those marked with an orange “W.”

Roads/Trails/Decking Areas: Forestry Division must approve skid routes and decking areas. All trails and landings shall be returned to their original condition by April 15 of each year. Potential for new landing construction along park road in north block (see map) at contractor’s expense following County’s specifications.

Slash/Wildlife/Other:

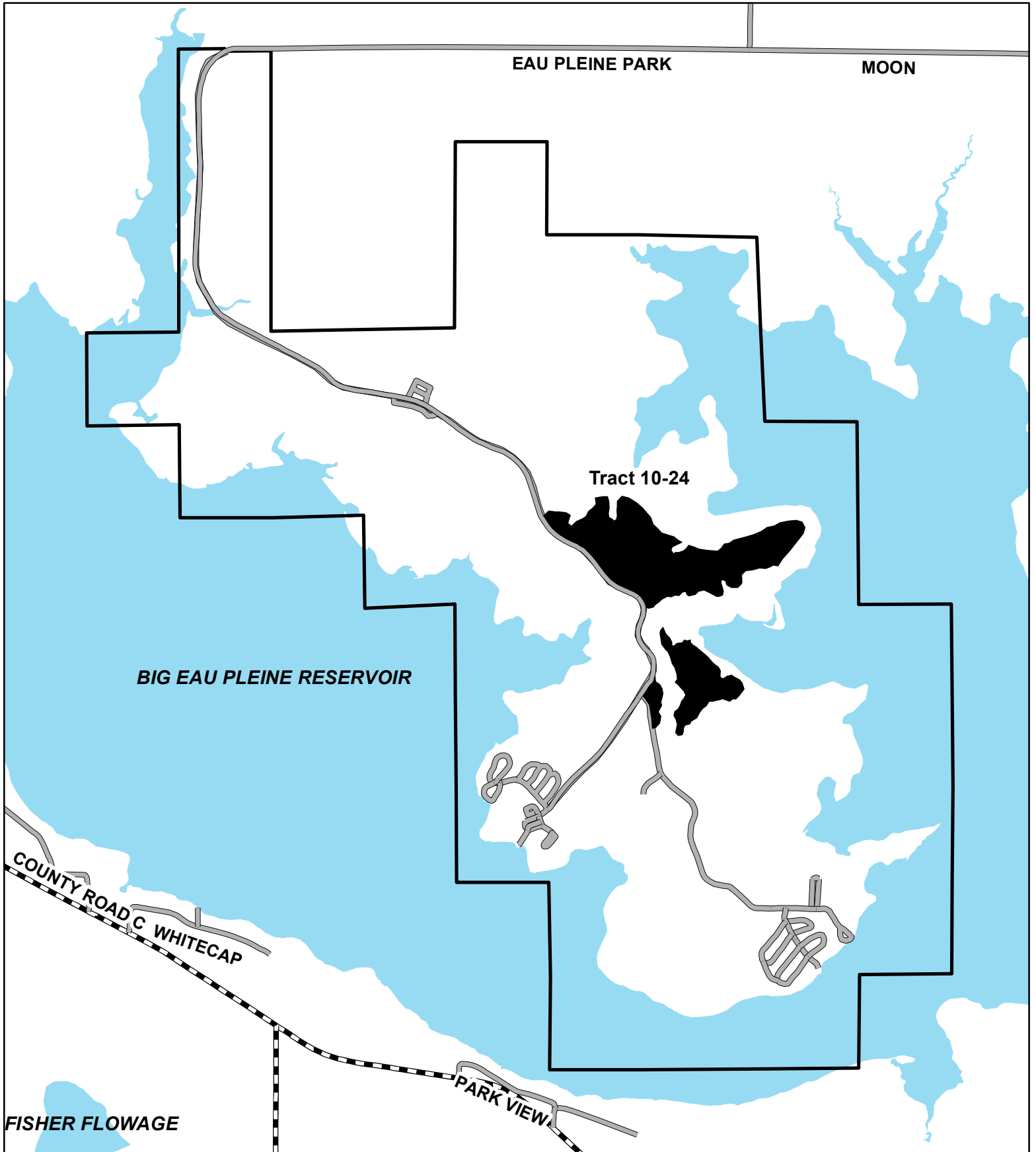
- 16’8” maximum forest product length.
- All merchantable wood shall be removed from the park by March 15 of each year.
- All tops shall be lopped and scattered to lie within 24 inches of the ground. Tops shall not be placed within 10 feet of either side of mountain bike trails (County Forester will flag trails). No tops in park road ditches.
- Maximum stump height shall be 12 inches, except for stumps less than 10 inches, which shall not exceed 10 inches.”
- Do not cut snags unless they pose a safety risk to harvesting operations or are within 100’ of trail.
- Decking wood along park roads is prohibited.
- Driving on or across park roads with rubber tire equipment only. Access onto park roads shall be at gravel trail entrance points only, no driving through ditches onto road.
- **Park is not certified lands.**

Utilization: Sawlogs - 10 inch or larger diameter inside bark (DIB) on the small end, at least 50% sound
Pulpwood - One or more sticks to a 4-inch diameter inside bark (DIB) on the small end

The bidder must sign and return our contract and a performance bond of at least 25% of the contract value within 15 days of being awarded the bid or the bidder will forfeit the bid bond in its entirety.

Contract Length: Contract must be completed by December 31, 2026.

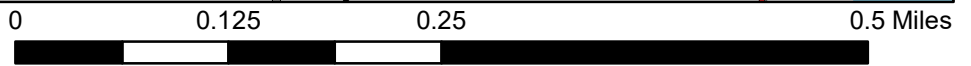
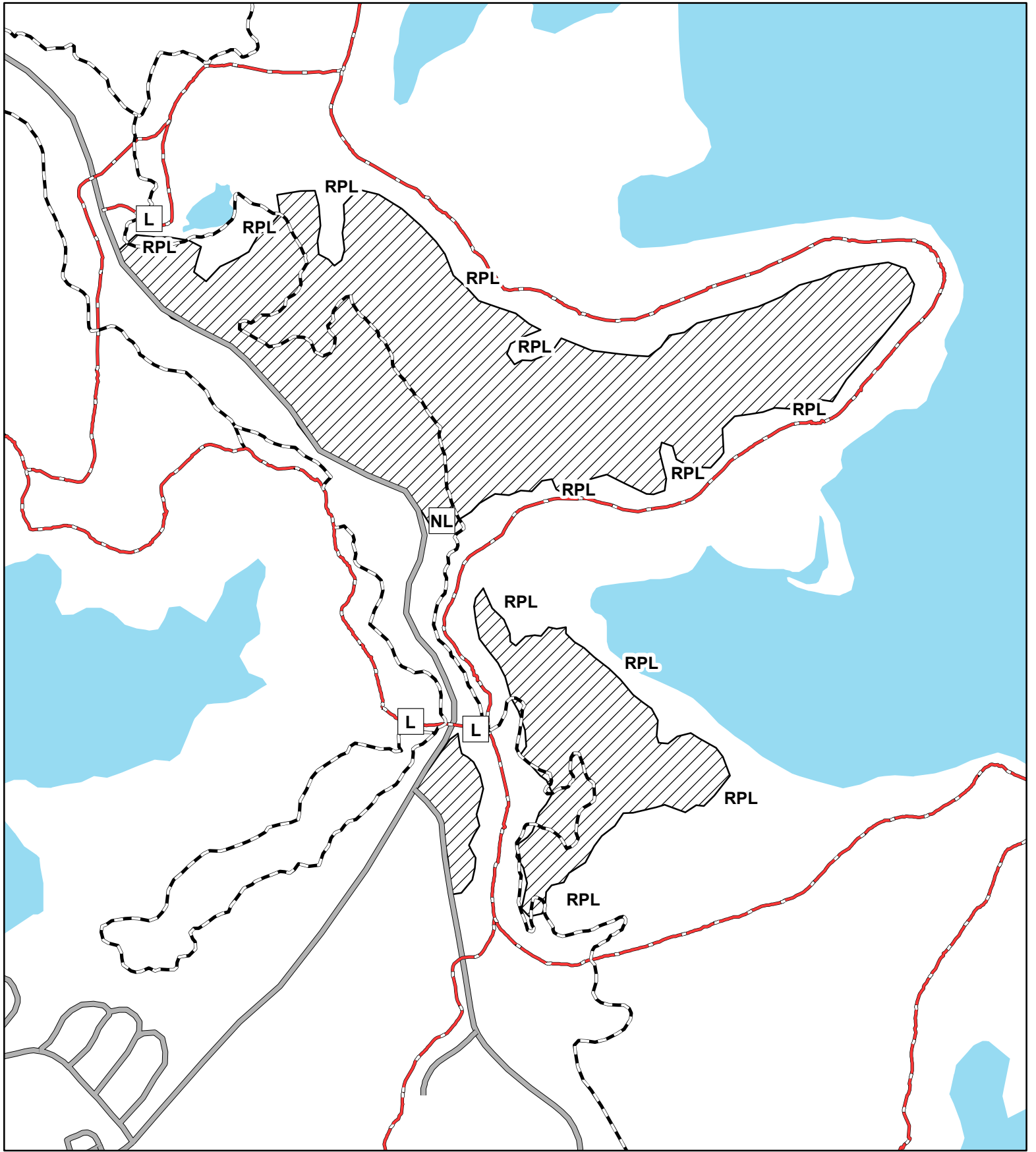
Big Eau Pleine County Park










0 0.5 1 2 Miles



Big Eau Pleine County Park Tract 10-24 (79 Acres)



Legend

	Hardwood Thinning		RPL Red Paint Line
	Horse/Gravel Trails		L Landings
	Single Track Trails		NL Potential New Landing
	Park Roads		



**AUTHORIZING RESOLUTION FOR
URBAN FORESTRY INFLATION REDUCTION ACT GRANT AND
URBAN FORESTRY CATASTROPHIC STORM GRANT PROGRAMS**

WHEREAS, the applicant, Wausau/Marathon County Parks, Recreation & Forestry, is interested in obtaining a grant, that does not require a cost share, from the Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects that positively impact trees and people within disadvantaged communities in Wisconsin or urban forestry catastrophic storm projects specified in emergency rule Board Order FR-06-23(E);

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, Wausau/Marathon County Parks, Recreation & Forestry, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the agreement;

BE IT FURTHER RESOLVED, the applicant has a sufficient budget, in which will be reimbursed, to fully and satisfactorily complete the project and hereby authorizes and empowers City Forester, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

Adopted this _____ day of _____, 20____.

I hereby certify that the foregoing resolution was duly adopted by the Marathon County Park Commission at a legal meeting on the _____2nd_____ day of _____April_____, 2024__.

Authorized Signature	Title	Date Certified