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By Town Clerk's Office at 9:15 am, Apr 09, 2024

# TOWN OF BURLINGTON

## *Meeting Posting*

*Email Posting to [meetings@burlington.org](mailto:meetings@burlington.org) or Bring to the Clerk's Office. Thank you*  
*Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)*

DEPT./BOARD: Burlington High School Building Committee & Burlington School Committee

DATE: April 11, 2024

TIME: 6:30 p.m.

PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA & Webex (Virtual)

The public can also access this meeting via WebEx Technology (see below). The Burlington High School Building Committee will hear public comments in person and virtually. Meetings are also broadcast live on Burlington Cable Access TV (BCAT) and video/audio recordings are being made.

This meeting/hearing of the Burlington High School Building Committee will be held in-person at the location provided on this notice. Members of the Public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. If you are participating remotely, please identify yourself by typing your name on the screen in advance and verbally once you are identified to speak. We request you please turn on your camera. Comments and statements are limited to 3 minutes.

**Join from the meeting link**

<https://townofburlington.webex.com/townofburlington/j.php?MTID=m12027da6d868c26818aaf680da3b0701>

Meeting ID: 2343 487 4560

Password: Burlington





# TOWN OF BURLINGTON

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### Agenda

1. Call to Order & Pledge of Allegiance
2. Approval of March 14, 2024, Meeting Minutes (vote expected)
3. Invoices and Commitments for Approval (vote expected)
4. Public Comment
5. Enrollment Projection (vote expected)
6. Alternate Sites
7. Tappe Architects- Project Update
8. Working Groups
9. Schedule / Timeline
10. Other Topics not Reasonably Anticipated 48 hours prior to the meeting
11. Public Comment
12. Next Meetings
13. Adjourn



**SCHOOL COMMITTEE / SCHOOL BUILDING COMMITTEE  
MEETING MINUTES**



Project: Burlington High School  
 Subject: School Building Committee Meeting  
 Location: BHS/Webex Conference Call  
 Distribution: Attendees, Project File

Project No:  
 Meeting Date: 3/14/24  
 Time: 6:30 PM  
 Prepared By: R. Rincon

Present	Name	Affiliation	Present	Name	Affiliation
✓	Katherine Bond*	SBC Chair	✓	Mike Burton	DWMP
✓	Martha Simon*	SBC Vice Chair	✓	Christina Dell Angelo	DWMP
✓	Jeremy Brooks*	SBC/SC Member	✓	Steve Brown	DWMP
✓	Christine Monaco*	SBC/SC Member		Mike Cox	DWMP
	Melissa Massardo*	SBC/SC Member	✓	Terry Hartford	DWMP
✓	Eric Conti*	Superintendent	✓	Rachel Rincon	DWMP
	Lisa Chen*	Asst. Superintendent	✓	Charlie Hay	Tappe
	Nichole Coscia	Business Manager	✓	Christopher Blessen	Tappe
✓	Bob Cunha	Director of Operations	✓	David Gould	Tappe
✓	Mark Sullivan	BHS Principal			
	Joe Attubato	Dir. of Support Services			
✓	Neil Guanci	Maintenance Manager			
	John Danizio	Town Accountant			
	Paul Sagarino Jr.	Town Administrator			
✓	Doug Davison	Ways & Means			
✓	Wendy Czerwinski	BHS Teacher			
✓	Laura Maida	BHS Teacher			
✓	Tom Regan	BHS Teacher			
	Gail Pinkham	Parent			
✓	Christopher Campbell	Parent			
✓	Mimi Bix-Hylan	Parent			
	Colin Irwin	BHS Student			
	Esther Ma	BHS Student			

Item No.		
4.1	<b>Call to Order &amp; Intro:</b> 6:36 PM meeting was called to order by SBC Chair K. Bond with 4 of 7 voting members in attendance.	Record
4.2	<b>Approval of February 8, 2024 Minutes (Vote Expected):</b> A motion to approve the February 8, 2024, meeting minutes made by J. Brooks and seconded by C. Monaco. Discussion: None. Roll Call Vote: M. Simon – Yes, J. Brooks – Yes, C. Monaco - Yes, K. Bond – Yes. Abstentions: None. All in Favor. Motion passes. Minutes approved. 4-0-0	Record
4.3	<b>Invoices and Commitments for Approval (Vote Expected):</b> A motion to approve Dore & Whittier Invoice No. 4 in the amount of \$18,000.00 made by C. Monaco and seconded by J. Brooks. Discussion: None. Roll Call Vote: M. Simon – Yes, J. Brooks – Yes, C. Monaco - Yes, K. Bond – Yes. Abstention: None. Motion passes, vote approved, 4-0-0.	Record
4.4	<b>Public Comment:</b> None.	Record
4.5	<b>Designer Introductions – Tappe Architects:</b> <ul style="list-style-type: none"> <li>➤ T. Hartford introduced Tappe Architects and shared they will walk through short to long term goals in schedule format.</li> <li>➤ Tappe introduced their team members. C. Hay, C. Blessen, and D. Gould.</li> <li>➤ Tappe reviewed their preliminary designer work plan.           <ul style="list-style-type: none"> <li>○ PDP               <ul style="list-style-type: none"> <li>▪ Tappe shared that the first step they planned to take was getting into the building over April vacation and examining what was in the building. They would possibly use nights and weekends as they prepare to have the building scanned to obtain accurate layouts. After that, programming exercises would begin in late April. Completion of the PDP is scheduled for late-July.</li> </ul> </li> <li>○ PSR               <ul style="list-style-type: none"> <li>▪ This is where Tappe will dive into the concepts from PDP. They will develop a bunch of options and eliminate some. The goal by the end of PSR is to establish what the preferred project is. Completion of the PSR is scheduled for late November.</li> </ul> </li> <li>○ Schematic Design               <ul style="list-style-type: none"> <li>▪ Tappe shared this is a high-level schedule shown, but a more detailed schedule will be developed as it gets closer. Completion of SD is targeted to meet Fall Town Meeting 2025.</li> </ul> </li> </ul> </li> <li>➤ T. Hartford mentioned there are other capital projects in town such as Fox Hill, and the Police Station. These projects may or may not impact the schedule and</li> </ul>	Record

Tappe's workflow so they would recommend discussing that further at the next SBC/SC Meeting.

Discussion:

- E. Conti asked B. Cunha about the recent systems work that had been done and if they could share that information with Tappe. B. Cunha shared that they had conducted an HVAC Feasibility Study that was shared with D+W and would pass it on to Tappe. Along with that HVAC study, there was an accessibility and codes review and structure review. T. Hartford mentioned that the documents B. Cunha referred to had been shared with Tappe.
- E. Conti inquired about the status of the contracted solar panels on the roof of the high school. B. Cunha explained that in 2017, a PPA agreement was signed for 20 years. The solar panels are not directly tied into the building. All the earned solar turns into credits and comes back on the bill. The company owns the panels, and they are leasing the rooftop. If there is a need to remove any of the panels for maintenance work, there is some contract language for that. The goal is to keep the panels online and earn as many credits as possible for the panel company and themselves for the remainder of that contract. Currently, there is a 30-year Firestone roof that was replaced 9 years ago, leaving 21 years left on the roof.
- E. Conti asked if the site had been surveyed recently. B. Cunha responded that there was recently a survey done, which resulted in a 600-page document. This document reviewed not only Burlington High School but also other properties in town, assessing all athletic fields, wetlands, flood zones, etc. C. Hay mentioned that all this information would be helpful for Tappe, and part of their scope is to conduct a site survey. Tappe will have four outside consultants, one of which is for site surveying, including wetland flagging. They are always interested to see what has already been done and whether it confirms their assumptions. Additionally, Tappe will have a preliminary geotechnical exploration done to understand the lay of the land under grade. An ACM (Asbestos Containing Material) survey and traffic study will also be conducted. The first phase, which is PDP, focuses on fact-finding. The second phase, PSR, aims to conclude on the best option, and the third phase involves developing the preferred option.
- E. Conti mentioned that Burlington is also applying to the MSBA and submitting the High School as the primary statement of interest. B. Cunha explained that the window for MSBA statement of interest is currently open, and they are preparing one that will come before the school committee for approval. E. Conti expressed favor for still applying to the MSBA. SOIs are due on April 12th.
- M. Simon asked about the flood zone change and wanted to make sure it will be thought out carefully.

4.6	<p><b>Enrollment Projection (Vote Expected):</b></p> <ul style="list-style-type: none"><li>➤ T. Hartford mentioned that the agreed-upon enrollment number drove the space summary, square footage, and ultimately the cost of the building. The SOI for the past 5 years had stated 950 students, so they wanted to confirm that the number was still accurate.</li></ul> <p><u>Discussion:</u></p> <ul style="list-style-type: none"><li>➤ K. Bond asked E. Conti if he was comfortable with an enrollment of 950 based on the numbers over the past couple of years. E. Conti responded that he would like to go back and review the projections done every year but feels 950 would suit Burlington. The only concern is that the building originally opened for 2,000 students, but he suggests designing it with the option for expandability. At this point, they aren't worried about reimbursable versus non-reimbursable expenses, but if the local Cable TV station and the integrated pre-school that currently exists and wants to remain, he thinks that would change the enrollment numbers. There will be a high school enrollment and a programmatic enrollment. There are also collaborative programs through LABBB to be considered. T. Hartford shared that the high school enrollment is likely going to be 950. There are other elements and a desire to have as much space as possible, but they also need to be realistic. E. Conti and B. Cunha listed numerous additional spaces that are located at the current High School (Central Office, BCC, BCAT, Maintenance, District IT, District Freezer, etc.). B. Cunha mentioned this is not typical for a high school, but it is more of a central district hub. Tappe recommended deciding on the student enrollment and then addressing the additional programs. K. Bond mentioned her concern that if the MSBA accepted BHS into their program, if Burlington wanted additional spaces the town was willing to pay for, the MSBA might not want to participate or move forward with their project. T. Hartford shared that for a different MSBA project D+W had worked on, the district office and superintendent's office were located in the building and the town chose to do work on those spaces. The MSBA does not stop you from building those spaces; they just will not contribute.</li><li>➤ C. Monaco asked if MSBA decided to help them out, they would have a rigid enrollment number, so it wouldn't matter what they picked because they would have to use MSBA's number. C. Monaco also explained that the pre-school is as much a part of this community as the high school is, so they need to figure out what their enrollment is most likely to be.</li><li>➤ J. Brooks advocated that Burlington approach this project's enrollment number by making a deliberate, data-driven decision. Once they put this number in stone, it is going to drive everything from here on.</li><li>➤ E. Conti stated that he would send the projections to T. Hartford to use and provide options backed with data.</li><li>➤ C. Hay noted it will also be important to decide on a Pre-K number.</li><li>➤ The vote is on hold until the next meeting.</li></ul>	Record
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4.7	<p><b>Schedule/Timeline:</b></p> <ul style="list-style-type: none"> <li>➤ T. Hartford shared the D+W timeline. The plan is to combine Tappe and D+Ws schedules/timeline.</li> </ul>	Record
4.8	<p><b>Website:</b></p> <ul style="list-style-type: none"> <li>➤ T. Hartford mentioned that the website was live and encouraged everyone to visit, provide feedback, and suggested the formation of a communications working group.</li> <li>➤ K. Bond asked to have the link added to the school's website.</li> </ul>	Record
4.10	<p><b>Other Topics not Reasonably Anticipated 48 house prior to the Meeting:</b></p> <ul style="list-style-type: none"> <li>➤ C. Campbell asked about voting members, and at the last meeting. K. Bond stated that all members are voting members because this is an advisory committee. Any member of the HS SBC who is interested in becoming a voting member of this advisory committee should get sworn in. T. Hartford will reach out to Amy to come to the next meeting so the remaining members can be sworn in.</li> </ul>	Record
4.11	<p><b>Public Comment:</b></p> <ul style="list-style-type: none"> <li>➤ None.</li> </ul>	Record
4.12	<p><b>Upcoming Meetings:</b></p> <ul style="list-style-type: none"> <li>➤ April 11, 2024 @ 6:30 p.m.</li> <li>➤ May 9, 2024 @ 6:30 p.m.</li> <li>➤ June 13, 2024 @ 6:30 p.m.</li> </ul> <ul style="list-style-type: none"> <li>➤ T. Hartford indicated he would be sending calendar invites for the remainder of the calendar year.</li> </ul>	Record
4.13	<p><b>Adjourn: 7:17PM</b>        7:32 PM a motion was made by C. Monaco and seconded by J. Brooks to adjourn the meeting. Roll Call Vote: M. Simon – Yes, J. Brooks – Yes, C. Monaco - Yes, K. Bond – Yes. None. Motion passes, vote approved, 4-0-0. Adjourn.</p>	Record

Sincerely,

**DORE + WHITTIER**

Rachel Rincon

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.

**Dore and Whittier Management Partners, LLC**

Please send payments to;  
212 Battery Street  
Suite 1  
Burlington, VT 05401

Town of Burlington  
123 Cambridge Street  
Burlington, MA 01803

Invoice number 00005  
Date 03/27/2024

Project 23-0130 BURLINGTON HIGH SCHOOL,  
BURLINGTON, MA

Attn: Nichole Coscia, Business Manager

For Date Range: March 1 to March 31, 2024.

Description	Contract Amount	Prior Billed	Current Billed	Remaining	Total Billed
<b>Project Initiation &amp; Pre-Designer Selection</b>	60,000.00	60,000.00	0.00	0.00	60,000.00
<b>Feasibility</b>	200,000.00	12,000.00	18,000.00	170,000.00	30,000.00
<b>Schematic Design</b>	190,000.00	0.00	0.00	190,000.00	0.00
<b>Total</b>	450,000.00	72,000.00	18,000.00	360,000.00	90,000.00

Invoice total **18,000.00**

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00004	02/27/2024	18,000.00	18,000.00				
00005	03/27/2024	18,000.00	18,000.00				
	<b>Total</b>	36,000.00	36,000.00	0.00	0.00	0.00	0.00



April 11, 2024



**Burlington High School Project**  
**School Building Committee Meeting #5**  
**April 11, 2024, 6:30 PM**

1. Call to Order & Pledge of Allegiance
2. Approval of March 14, 2024, Meeting Minutes (vote expected)
3. Invoices and Commitments for Approval (vote expected)
4. Public Comment
5. Enrollment Projection (vote expected)
6. Alternate Sites
7. Tappé Architects – Project Update
8. Working Groups
9. Schedule / Timeline
10. Other Topics not Reasonably Anticipated 48 hours prior to the meeting
11. Public Comment
12. Next Meetings
13. Adjourn

## 2. Approval of Previous Meeting Minutes

1. March 14, 2024, Minutes – approval (vote required)

**\*Motion to approve BHS  
Previous Meeting  
Minutes**

# 3. Invoices and Commitments for Approval

1. Dore & Whittier Invoice No. 5 Mar-24 in the amount of \$18,000.00

**\*Motion to  
approve  
invoices**

**Dore and Whittier Management Partners, LLC**  
Please send payments to:  
212 Battery Street  
Suite 1  
Burlington, VT 05401

Town of Burlington  
123 Cambridge Street  
Burlington, MA 01803

Invoice number 00005  
Date 03/27/2024

Project 23-0130 BURLINGTON HIGH SCHOOL,  
BURLINGTON, MA

Attn: Nichole Coscia, Business Manager

For Date Range: March 1 to March 31, 2024.

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<b>Project Initiation &amp; Pre-Designer Selection</b>	60,000.00	60,000.00	0.00	0.00	60,000.00
<b>Feasibility</b>	200,000.00	12,000.00	18,000.00	170,000.00	30,000.00
<b>Schematic Design</b>	190,000.00	0.00	0.00	190,000.00	0.00
<b>Total</b>	<b>450,000.00</b>	<b>72,000.00</b>	<b>18,000.00</b>	<b>360,000.00</b>	<b>90,000.00</b>

Invoice total **18,000.00**

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00004	02/27/2024	18,000.00	18,000.00				
00005	03/27/2024	18,000.00	18,000.00				
<b>Total</b>		<b>36,000.00</b>	<b>36,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## 4. Public Comment

# 5. Enrollment Projection

\*Motion to approve BHS Statement of Interest Enrollment Projection of \_\_\_\_\_ for Use in the Preliminary Design Program

Non-Educational Programming will need to address enrollment projections for Pre-K



## Burlington, MA Projected Enrollment

School District: Burlington, MA

1/28/2020

Enrollment Projections By Grade*																				
Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2014	280		2019-20	103	265	296	298	297	284	259	244	272	254	221	224	244	248	0	3406	3509
2015	306		2020-21	104	304	263	300	289	302	284	262	245	272	207	229	226	243	0	3426	3530
2016	272		2021-22	105	270	301	266	291	294	302	287	263	245	221	214	231	225	0	3410	3515
2017	288	(prov.)	2022-23	106	286	268	305	258	296	294	306	288	263	199	229	216	230	0	3438	3544
2018	275	(prov.)	2023-24	107	273	283	271	295	262	296	298	307	288	214	206	231	215	0	3439	3546
2019	284	(est.)	2024-25	108	282	271	287	262	300	262	300	299	307	234	222	207	230	0	3463	3571
2020	285	(est.)	2025-26	109	283	279	274	278	267	300	265	301	299	250	242	224	206	0	3468	3577
2021	281	(est.)	2026-27	110	279	280	283	265	283	267	304	266	301	243	259	244	223	0	3497	3607
2022	283	(est.)	2027-28	111	281	277	284	274	270	283	270	305	266	245	252	261	243	0	3511	3622
2023	282	(est.)	2028-29	112	280	278	280	275	279	270	286	271	305	216	254	254	260	0	3508	3620
2024	283	(est.)	2029-30	113	281	278	281	271	280	279	273	287	271	248	224	256	253	0	3482	3595

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births
Based on children already born
Based on students already enrolled

Projected Enrollment in Grade Combinations*									
Year	PK-5	K-5	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2019-20	1802	1699	1943	2469	1029	770	526	1463	937
2020-21	1846	1742	2004	2521	1063	779	517	1422	905
2021-22	1829	1724	2011	2519	1097	795	508	1399	891
2022-23	1813	1707	2013	2564	1151	857	551	1425	874
2023-24	1787	1680	1978	2573	1189	893	595	1461	866
2024-25	1772	1664	1964	2570	1168	906	606	1499	893
2025-26	1790	1681	1946	2546	1165	865	600	1522	922
2026-27	1767	1657	1961	2528	1138	871	567	1536	969
2027-28	1780	1669	1939	2510	1124	841	571	1572	1001
2028-29	1774	1662	1948	2524	1132	862	576	1560	984
2029-30	1783	1670	1943	2501	1110	831	558	1539	981

Projected Percentage Changes			
Year	K-12	Diff.	%
2019-20	3406	0	0.0%
2020-21	3426	20	0.6%
2021-22	3410	-16	-0.5%
2022-23	3438	28	0.8%
2023-24	3439	1	0.0%
2024-25	3463	24	0.7%
2025-26	3468	5	0.1%
2026-27	3497	29	0.8%
2027-28	3511	14	0.4%
2028-29	3508	-3	-0.1%
2029-30	3482	-26	-0.7%
Change	76		2.2%

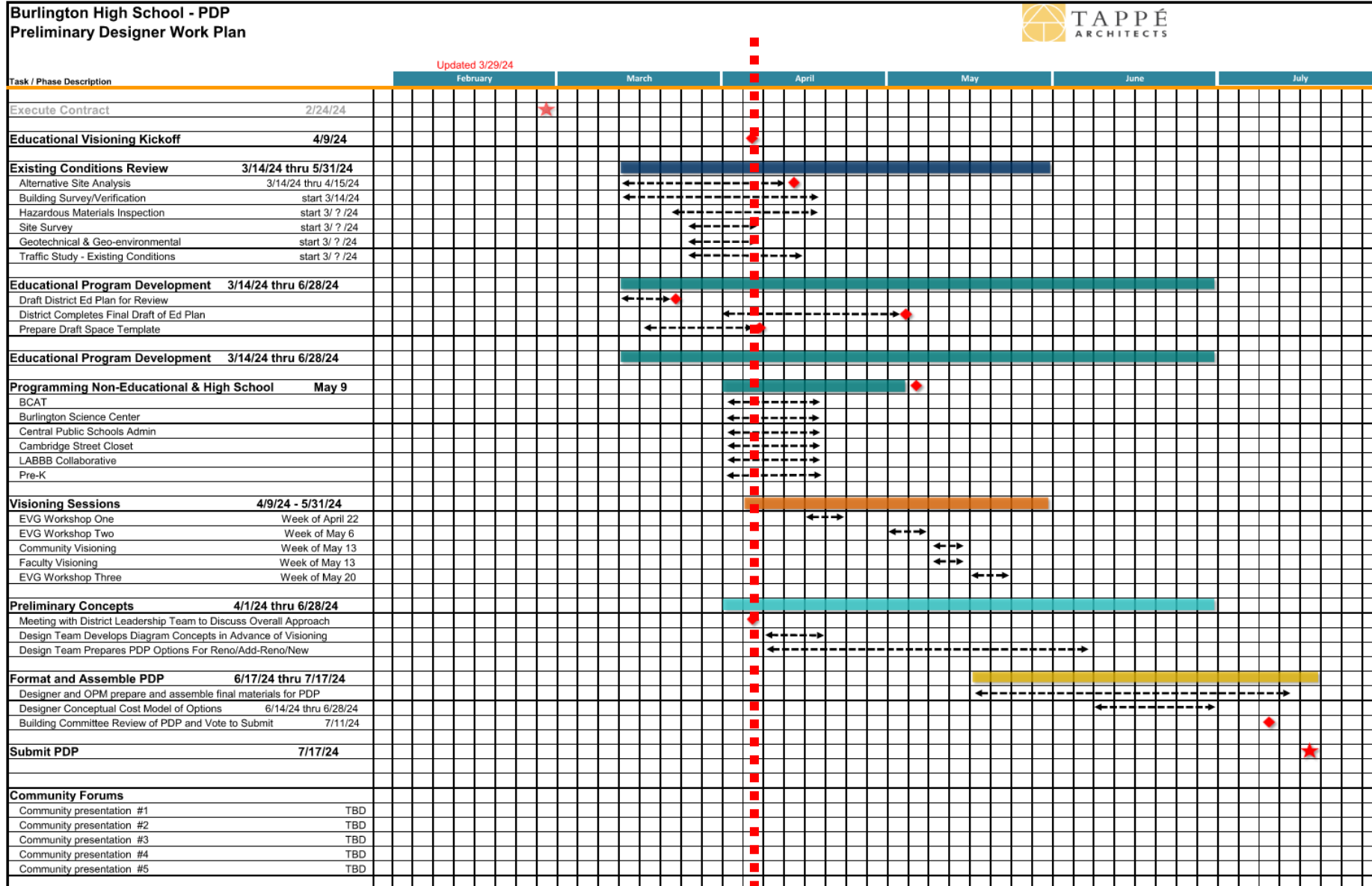
\*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

# 6. Alternate Sites

- Using Patriot Properties and searching for “Town of Burlington” as the “owner”
- Then filter sites to show 22+ acres of land
- 12 sites met the criteria
- Of those 12:
  - 5 are Schools (Fox Hill, Meadowbrook, Francis Wyman, Marshall Simonds, BHS)
  - 3 are Conservation (Mill St., Locust St., Mountain Rd.)
  - 2 are Water Stations (Middlesex Tpk, Terrace Hall)
  - 1 is Recreation (Route 3)
  - 1 is “Taking for High School” (L McGinnis Dr) – Associated with current site/Meadowbrook

**Are we missing any potential alternate sites?**

# 7. Tappé Architects – Project Update





# 7. Tappé Architects – Detailed Schedule View

## BURLINGTON HIGH SCHOOL - APRIL 2024 DETAILED WORK PLAN



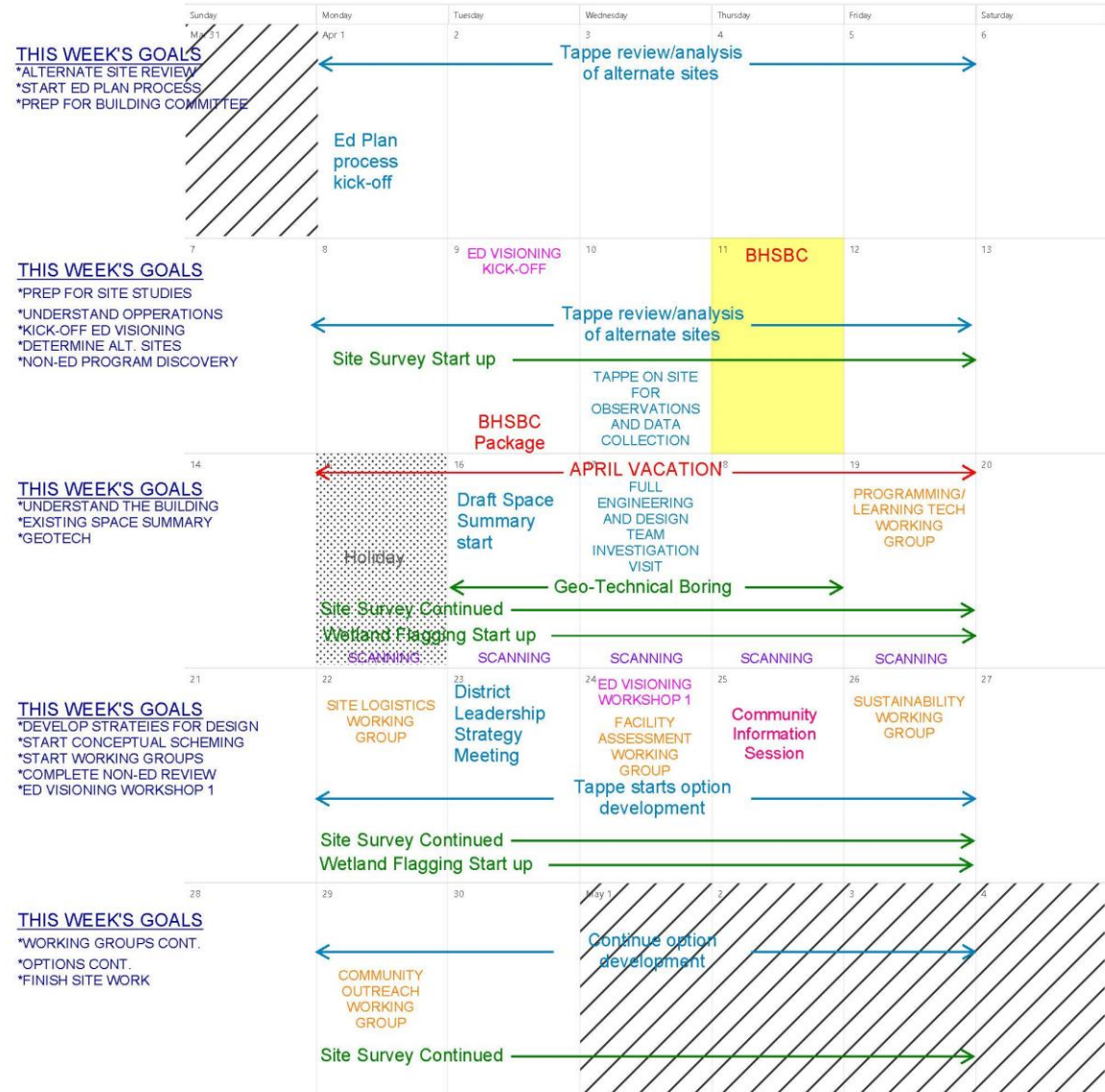
### April Brief:

In April the design team is really starting to make momentum. Previous months have been establishing contracts and scheduling so that April brings much more on site work and data gathering. This month we hope to start more aggressive meeting scheduling and gathering all the data required to assemble a robust PDP level document.

### April 11<sup>th</sup> - Potential Building Committee Actions

- Review and approve Design Enrollment for High School
- Establish Working Groups
- Discuss alternate site options

### NOTES:



**Discussion:**  
**Non-Educational Programs to be reviewed?**

# 7. Tappé Architects – Detailed Schedule View

## BURLINGTON HIGH SCHOOL - MAY 2024 DETAILED WORK PLAN



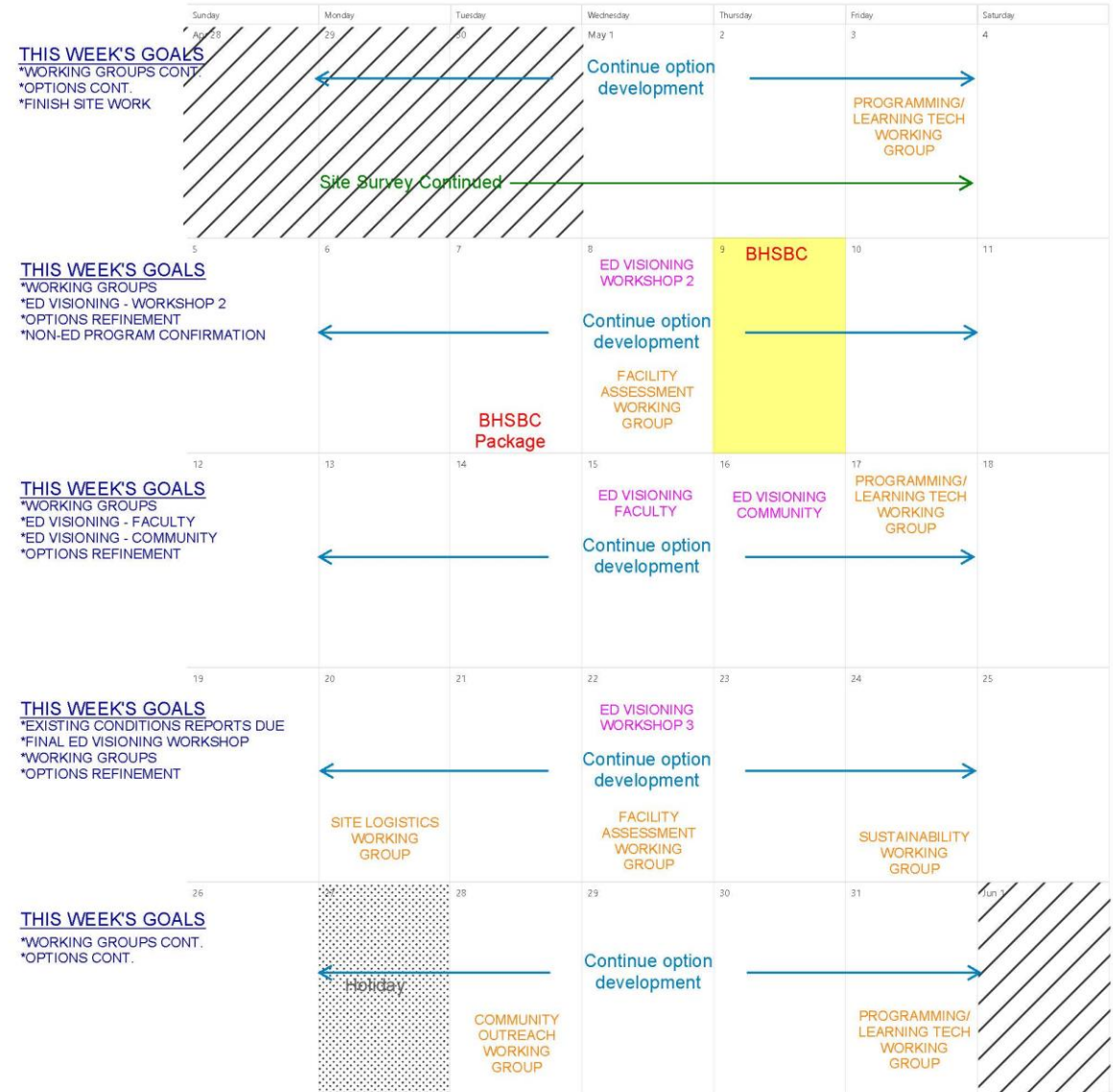
### May Brief:

With the condition of the existing building becoming fully clear and the feasibility of systems, structures and site is understood, May will bring on a lot of blue sky thinking and discovery of all available options to the district.

### May 9<sup>th</sup> - Potential Building Committee Actions

- Establish and confirm non-ed strategy for planning
- Working Group Reports
- Existing Conditions Update

### NOTES:



# 7. Tappé Architects – Detailed Schedule View

## BURLINGTON HIGH SCHOOL - JUNE 2024 DETAILED WORK PLAN



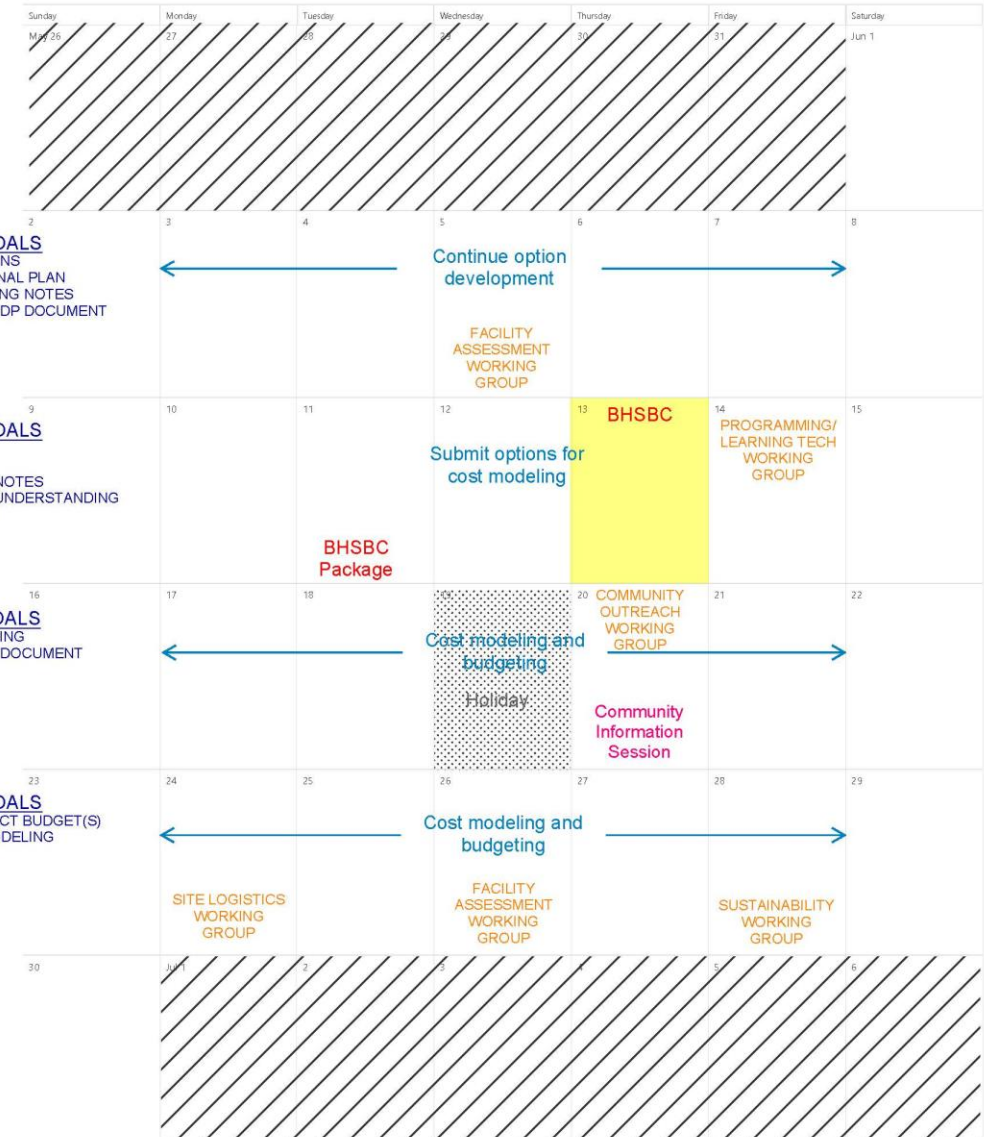
### June Brief:

In June we will be looking to establish the full set of options available to the district. We need to build cost models starting in the middle of the month and will be looking feedback on options as well as broad ideas relative to logistics, phasing and planning which affect budgets.

### June 13<sup>th</sup> - Potential Building Committee Actions

- Review PDP options
- Review/accept ed plan
- Review Ed Visioning notes

### NOTES:



# 7. Tappé Architects – Detailed Schedule View

## BURLINGTON HIGH SCHOOL - JULY 2024 DETAILED WORK PLAN



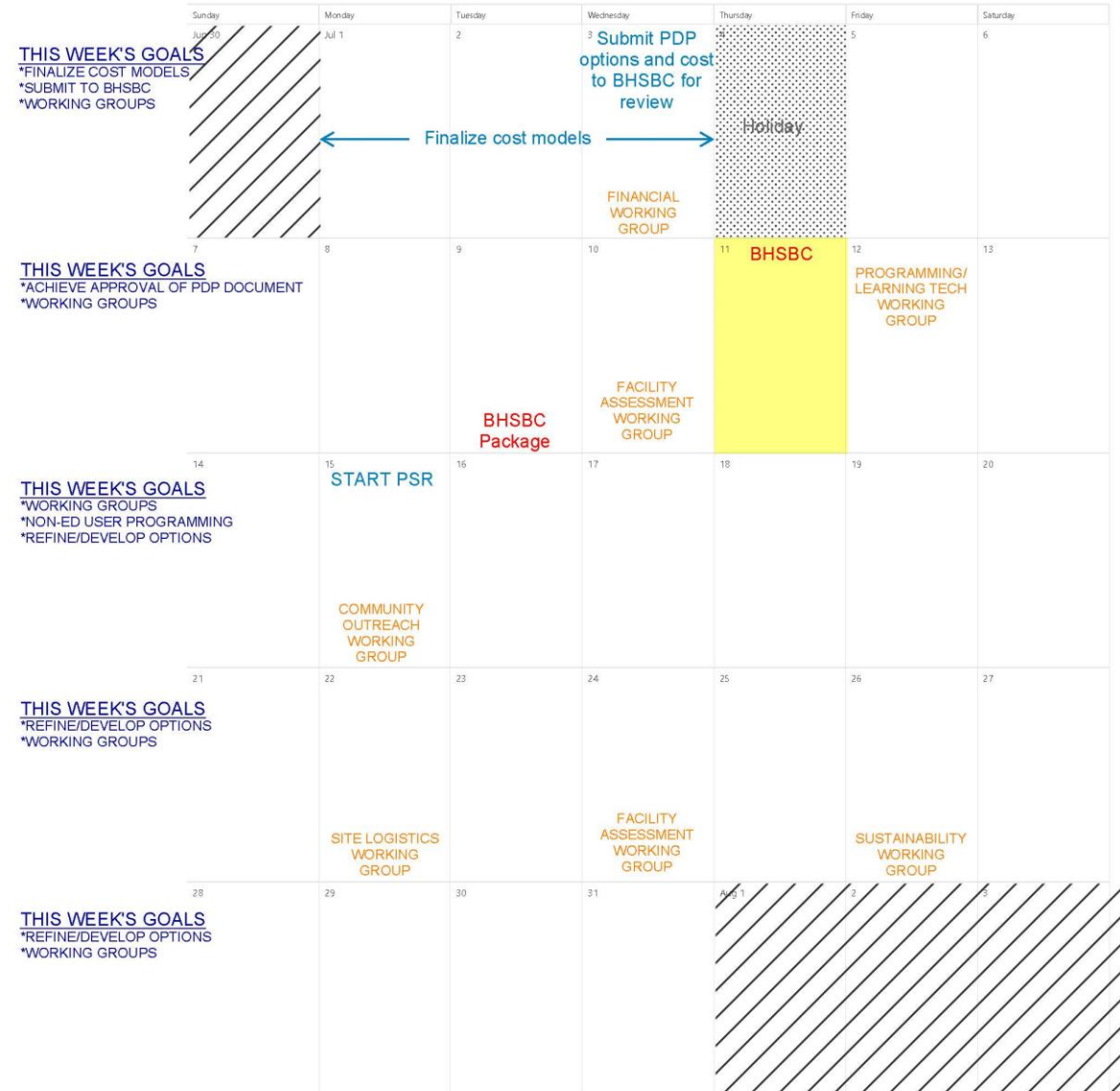
### July Brief:

In July the team will be busy trying to finalize the PDP and building up consensus and understanding of the available options as well as high level cost assumption. Part of the month will launch us into PSR which will begin some deeper dives into selected options, but July should also see a narrowing of available options as we continue to add detail and develop idea.

### July 11<sup>th</sup> - Potential Building Committee Actions

- Review and approve PDP package

### NOTES:



# 7. Tappé Architects – Meet the Team



**WHAT HIGH SCHOOL  
COULD BE...**



## **BHS Project Information Session**

Month XX, 2024 | 0:00 PM

**VIRTUAL/ZOOM MEETING**

Learn about the process and “Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.



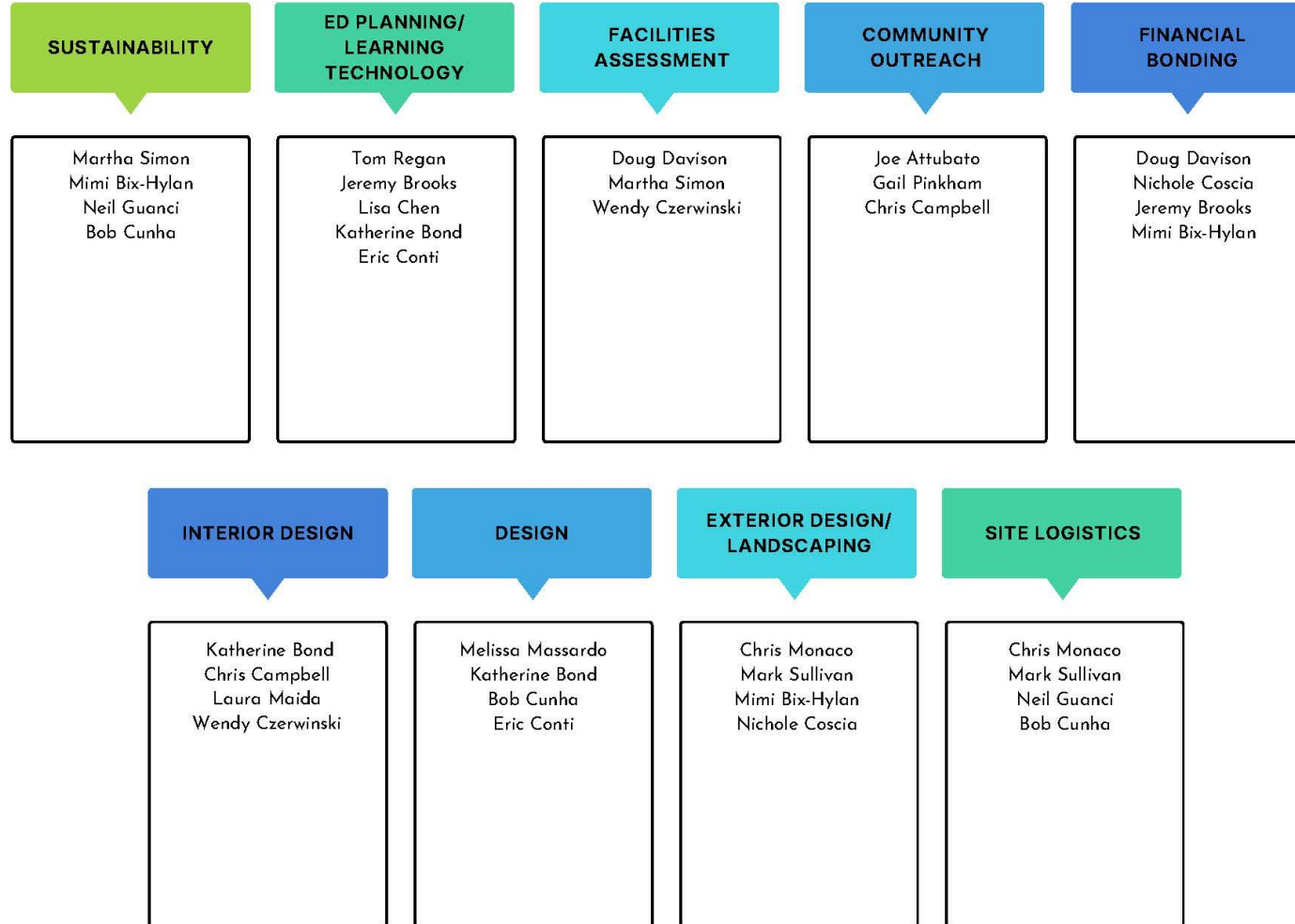
**SCAN ME**



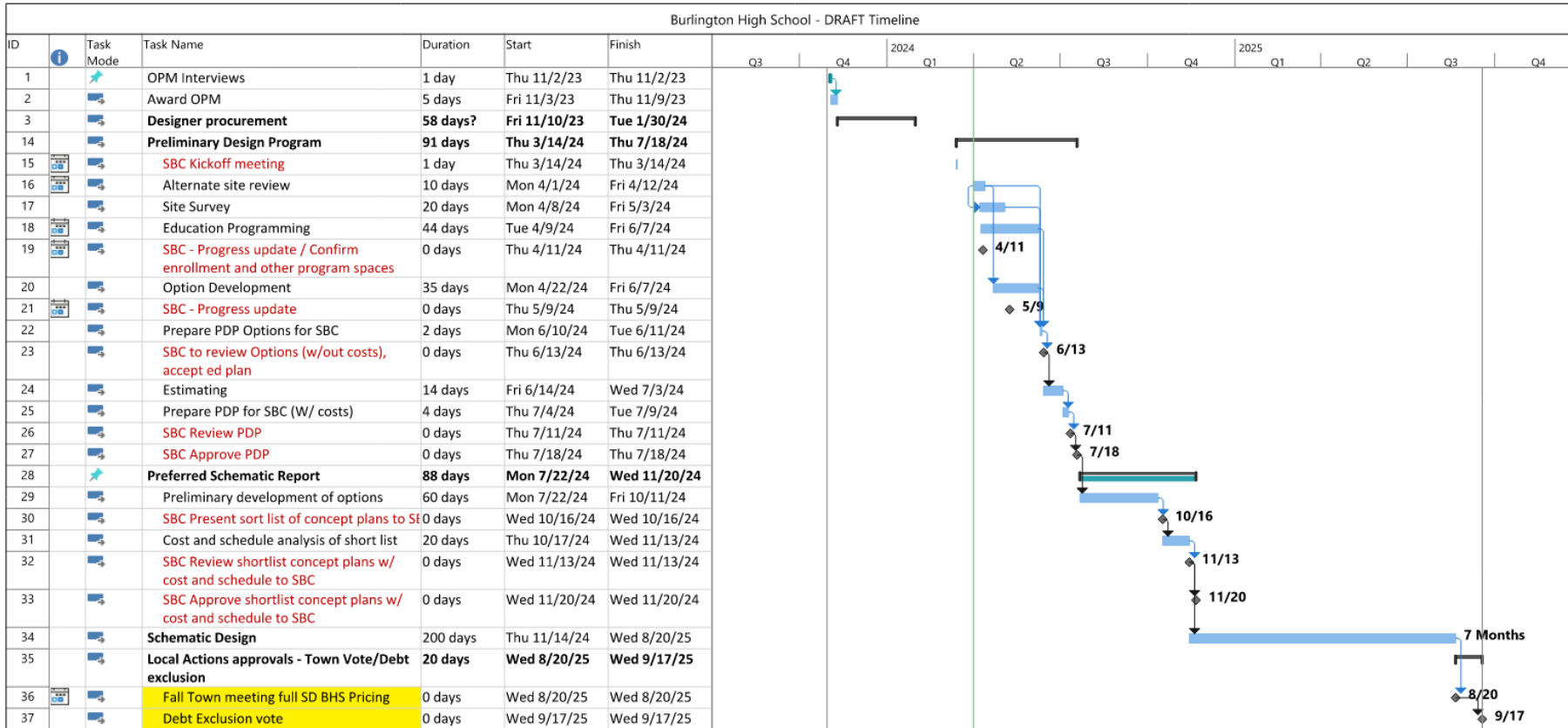


# 8. Working Groups

## BHS Working Groups



# 9. Schedule / Timeline



Milestones

PDP – July 2024

PSR – November 2024

Schematic Design – August 2025

Fall Town Meeting – September 2025



# Remaining Agenda Items

10. Other Topics not Reasonably Anticipated 48 hours prior to the meeting

11. Public Comment

12. Next meetings – refer to following slide

13. Adjourn

# 12. Upcoming Meetings

- May 9, 2024 @ 6:30 p.m.
- June 13, 2024 @ 6:30 p.m.
- July 11, 2024 @ 6:30 p.m.
- August 8, 2024 @ 6:30 p.m.
- September 12, 2024 @ 6:30 p.m.
- October 10, 2024 @ 6:30 p.m.
- November 14, 2024 @ 6:30 p.m.
- December 12, 2024 @ 6:30 p.m.

**Cost Effective**

**Thoughtful**

**Collaborative**

**Detailed**

**Committed**

**Creative**

**Experienced**

**Proactive**