



Board of Directors Meeting Agenda  
February 17, 2022

1. Call Meeting to Order (6:00)

Michelle Davis, Kate O'Neil, Dan Cotter, Joe Chura, Darren Triplett, Jenny Rodriguez, Grace French, Lynn Murray, Jaime Deplet, Seronica Powell, Fred Calatrello, Khalid Hawthorne, Josh Wright, Rich Sosenko, Jason Petroff (ex officio)

2. Approve Minutes (6:02)

One note - Names misspelled - Kate O'Neil, Joe Chura, will be corrected

Seronica motions to approved, Lynn seconds, Unanimous consent (with name corrections)

3. ACTION ITEM: Replace Dan Cotter on Near West Land Trust Board (6:05)

Dan was board appointee - stepping down due to other responsibilities conflicting with meeting schedules; Seronica still on board;

NWLT board would review and approve replacement candidate

Discussion of time - review procedures, monthly meetings (~30 minutes); Sometimes business conducted by email; 1 year term;

Tom added importance of role in preserving affordability for communities and importance to be community based, with wife Kate already on board don't want to have outsized voice when should be community led and driven; As employee of CLT org will be happy to provide support to nominee

Dan Imfeld expressed interest.

Dan Cotter motions, Lynn seconds; Unanimous consent

4. DISCUSSION ITEM: West 11<sup>th</sup> Street Development- Non-Binding Letter of Intent and Purchase Agreement (6:15)

TWDC Developer fee projection: \$100K or 10% of development, whichever is greater; Sale of parcel would be \$40K; Includes 20% @ 100%AMI affordability provisions

Khalid added - proposal with concept to Land bank approved; Planned to RFP but found developer (40 acres holdings, Vanessa Whiting) w/experienced MF development; Block club chairs engaged, met with Block club for preliminary feedback before deal complete; Determined community benefits agreement with developer. Worked with Farifax Renaissance, 75 Chester Developments. Son Tony Smith works for developer for Steelyard Commons. Worked on projects in Larchmere. They have already purchased 2 lots within this area.

How do we validate that owners carry out commitment for affordability?

Cognovit note Agreement will include fees associated with non-compliance. Include in Jefferson, W 5th, and Harcourt. Lynn added that this note helps bypass court hearings and direct to judgment. Quick and severe.

Total units? 80 units, Developer doing due diligence, soil testing, etc. and estimating construction costs

Clark fields completion? City of Cleveland hired construction firm will begin work, 2023 planned major update

Concerns about increased traffic? TWDC recommending traffic study - will be part of development plan. Within Letter of Intent. Mix of traffic with towpath - Block club has concerns with potential safety and maintenance concerns (onto 490 pedestrian bridge) that currently exist.

TWDC looking to schedule on-site meeting with residents for further community input

Joe pointed out that Area Median Income limits table to get an understanding of what 100% AMI affordable units looks like

No action required

#### 5. DISCUSSION ITEM: Attached Letter to Mayor Bibb (6:25)

5 bolded topics; signed and sent to Bibb administration

85 items that Bibb Transition team recommended includes our recommended topics

Reminder to board to review and ensure competency in representation of TWDC in community based on these recommendations and talking points

#### 6. Executive Director Report (6:30)

CDBG: \$305K = Competitive grants + Councilperson designations to CDCs within their wards.

PM: Reposted position; Deandre resigned;

W11th Project: Previously discussed

Pearl Dev: W25th and Columbus - will vacate Revere Rd (no houses on that street). Working with Developer on Community Benefits package; Went to Duck Island block club for community review; Letter to James in packet is the letter to Pearl.

RTA-Columbus: recommending developer get more community input - Duck Island and South of Lorain block clubs

W11th and Fairfield: Meeting with BC went well. New developer (same as Electric Gardens)

Letter to Bibb: Previously discussed

Strategic plan: Michelle attending leadership course that can have potential funding for this as TWDC's expired, looking to combine efforts with OCI but have separate goals; This can provide guidance to staff that currently bridge both orgs.

Constantinos: reach out to Sherrod Brown's office to help move forward with insight about federal prosecution options. Contact at Sherrod Brown's office has attention on this, is equally disturbed by how this progressed.

Events: Farmers Market coming and organizer under contract. Taste of Tremont to return in 2022 (July 17th weekend). Will be great for businesses. Spindrift is back to plan and produce.

Marketing: New Director of Marketing shared between TWDC and OCI

Side discussion re: All Star game - NBA may make community investments in recreation centers, etc.

## 7. Committee Reports (6:40)

### Finance Committee

Dollar Bank LOC increased to fund projects occurring or coming to occur

Focus for committee - hiring new Auditor, current auditor is retiring. Recommended to firm, reaching out to other CDC orgs for other recommendations. Seek to interview 3 firms. No set procedures but looking to standardize using this process. Board invited to be part of search. Costs are likely to increase.

Motion to approve Financial Statement: Jaime, Lynn second, Unanimous approval;

### Economic Development Committee

Jason Petroff was present; Attendance was sparse due to weather

Duck Island had lots of projects - BC leadership is synchronizing comprehensive surveying for input on projects, including surveys from community; Recommended to set as standard for future developments; Proposal for Redline Green development in coming months.

Jaime confirmed - no agenda items, Duck Island projects discussed.

### Safety Committee

Met with Sgt. Buys towing cars for snow bans. Crime slowed due to weather. Cameras missing on Clark/14th, Clark/Scranton; Prosecutor to provide more streamlined community report. Working with Councilman to move stop sign on 10th/Thurman;

Recommend to remind folks of crime activity as it relates to winter vs summer to proceed with appropriate vigilance

### Governance Committee

Election season incoming: Surveys underway for community

Lynn plans to step down and will have her seat open. We thank you for your tenure since 2006.

All of Board's responsibility to build skillsets of the board and recruit board member, especially in context of skills leaving such as Legal expertise.

## 8. New Business (6:55)

Duck Island BC - Planning Commission's Lilian Kuri encouraged Matt Moss to look at Urban Form

Overlay. BC will pursue conversation with City.

For what purpose? DIBC - concerns with how broad overlay is. There are good intentions but sometimes the resulting outcome is not beneficial.

Board mentions for context that several on the board have not had positive experiences with Matt Moss

9. Old Business (7:00)

10. Adjourn (7:05)

Lynn motions, Fred seconds, adjourned at 7:10PM



Board of Directors Meeting Minutes  
January 20, 2022 Meeting  
Meeting held Via Zoom

1. Call Meeting to Order (6:00)

Meeting called to order 6:09PM

Cory Riordan, Tom Tosuksri, Jason Petroff, Dan Cotter, Carolyn Bentley, Darren Triplett, Kate O’Neille, Fred Calatrello, Joe Churra, Josh Wright, Grace French, Jenny Rodriguez

2. Approve Minutes (6:02)

Fred motions to approve, Tom seconds, All in favor, Carolyn abstains

3. ACTION ITEM: Affirm Jason Petroff ex-officio Board member from Duck Island (6:05)

Welcome Jason Petroff as Ex-officio, BC appoints and Board generally affirms

Fred motions to affirm, Dan seconds, All in favor

Jason looks forward to meeting everyone in person and working together to advance interests of Duck Island and Tremont

4. ACTION ITEM: Resolution- Ownership Interest in Fairview Gardens (6:10)

Cory - looking to add to portfolio of Near West Land Trust, to complete 40 unit senior building in Ohio City. Currently managed by Famicos, will transfer to TWDC for management. Review Resolution - Executive committee had questions for clarifying re: Ownership clause. "Tremont West will become a silent co-limited partner owning up to 25% of Fairview Gardens OCI LLC. Fairview Gardens OCI LLC owns 99.09% of Ohio City Elderly LP, OCI owns remaining shares." - Legal defined the ownership as 25% of the .01%, to clarify, Cory requests approval now to move along project.

Why are we doing this? - Must have ownership interest to manage without Real Estate Brokerage license - NWLT is not one. Income will help support long term sustainability of NWLT staff. 15 year cycle of building has completed (was new construction). OCI seeks to add to Land Trust portfolio as City of Cleveland will retire \$1.2 million of debt, allowing OCI to relieve burden and focus income on building maintenance (no major needed at this time).

Why OCI does not manage on own? They are as owners - TWDC will join in partnership to bring into NWLT.

Is there a waiver of liability for TWDC? Cory working with Insurance to understand coverage necessary. No waiver present.

Why sign now without knowing? Prefer to understand liability limitations and risk involved based on potential liability issues of ownership of 25% of .01%:

Delay is OK for a month, but deadline for Famicos to transfer management is March 1st.

Does this affect hiring of Property manager? PM not identified yet, although salary

has been increased and this building is part of the strategy to cover that salary.

How best to conduct vote? Conditional on Liability? Will delay Property

Management transfer? - OHFA transfer is handled by Deandre, ownership interest must transfer before assuming prop management. Can possibly have emergency

Email vote or vote in February pending liability question.

Suggestion by board members to table vote until February and seek emergency

email vote if needed based on current quorum. **Email vote would require**

**unanimous approval from all board members.**

No vote was taken

#### 5. ACTION ITEM: CDBG Application Authorization Resolution (6:25)

Update to last year's resolution to allow Cory Riordan signature authority to apply for CDBG funding

Fred moves to approve, Tom seconds, **Unanimous approval, Resolution passes**

#### 6. ACTION ITEM: Signing Authorization for Acquisition for Tremont West

(6:35)

Depending on Title company, 2406 LLC entity for property acquisition prompts questions - Cory has signing authority for property acquisition, but for Vacant land, Cory does not have signing authority currently. When asked, usually delays closings on acquisitions. In the past, escalation at Title company has helped, in other cases, all documentation must be redone to fit that put past closings at risk.

Authority will still aligns with board process for acquisition, removes barrier for closing. Specifically names Cory Riordan, does not transfer to successors.

Fred motions to approve

Expiration date? BOD can rescind previous resolutions ad

hoc. Jenny seconds. **Unanimous approval, motion passes**

7. DISCUSSION ITEM: New Council Member/Council Invitations to Board

(6:45)

Rebecca Maurer is new Councilwoman replacing Anthony Brancatelli.

Recommend to specifically invite her, Cory previously met with her to welcome.

While that ward represents a small chunk of Tremont (Clark Ave - 71-S),

Holmden–Buhner-Rowley

Jasmine Santana is returning and hasn't checked in recently and will have new priorities.

Kerry is primary councilman and is active in the community

Recommend to split each councilperson in different meetings, 30 minutes, to offer

equal time to each. While territories have different proportions they have the same

single vote in council.

**Action Item:** Cory to ask Rebecca to attend BOD meeting in

February. 8. Executive Director Report (6:50)

See notes below

9. Committee Reports (7:00)

Finance Committee- Review and Approve November Financials

City of Cleveland pays in December (Account Receivables goes down then Op Acct goes up), explaining November high. City is ~6 months behind in reimbursement. Op Acct good indicator of financial health.

CDBG funds were received since last meeting in November.

Audit complete. Financial committee looking to hire new auditor.

**Seronica motions to approve, Josh seconds; Unanimous approval  
Financials approved**

Economic Development Committee

Jaime was not present. Joe reports

Unofficial review of Pearl

Review of Joe's Freeman project

Safety Committee

Well attended meeting. Sunoco station has questionable activity, brought up as common concern; Stop sign on Thurman/W10th must be moved, not visible by drivers.

Governance Committee- Executive Director Review, Annual

Meeting

Lynn was not present. Brain was not present.

Governance should begin Annual planning and Cory's annual evaluation. Governance meeting on January 31st.

10. New Business (7:15)

No new business proposed

11. Old Business (7:20)- Letter to Administration

Cory working on draft of letter. Seeking any additional input from board on content of letter. Top 4 paramount concerns: Town House Code; Community Engagement / BZA planning; LOOP legislation; Tax Abatement

Board request to review first draft; Joe & Cory suggest not waiting one more month but allow comments via email in the interim. Should also use to establish TWDC agenda with Councilpersons during visits as well as "cc'd" to the entire council.

12. Adjourn (7:30)

Meeting adjourned at 7:23pm

Executive Director's Report  
January 20, 2022

**Community Development Block Grant (CDBG)\***

We will be applying for the same amount of funding we have received in year's past (approximately \$300,000). We have confirmed with City Council members



that they will be funding at roughly the same level as last year. The breakdown is as follows:

Ward 3- \$160,000

Ward 12- \$15,000

Ward 14- \$60,000

Departmental Request- \$65,000

\*Our two major funding sources are CDBG and Cleveland Neighborhood Progress (CNP). CNP is a three year grant cycle that we are in year 2. We receive \$87,500 per year from CNP.

– Diversion from previous, may be ~\$1000 based on new priority setting by CW Santana, but should be at the same level as previous years. Departmental request may also have changes based on new admin.

CNP cycle won't reset until summer 2023, plan new application early 2023.

Are CDBG funding adjusted for inflation? No - adjustment based on population has happened in the past, Cleveland does get a special amount increase based on historical loss of manufacturing and population. Ultimately councilpersons can decide to allocate more or less

### **Development Updates**

There are 6 major developments in pre-development and/or community review. The 5 major developments are all multi-family projects.

Per recommendation of board including now all developments in process. All projects go through review through Economic Development committee if Board members re seeking more detail and observing discourse

### **Duck Island- 3 projects**

The Abbey Block

Furthest along - meet zoning for development project, apartment bank. 119 units, 16 town homes; No variances needed, receptive to community conversation. Meet parking requirement but is 2/3 of unit count, still controversial. Retail will be introduced, Abbey market will have a place based on community concern. Community can still influence project

The Pearl

Rushing through to final design approval. Former right of way causing community concern, would like to delay to ensure community input. Project group is trying to get Right of Way rescinded which give leverage to discuss with community

RTA Redline/Greenway

Anticipating community stir - GCRTA is responsible for determining if it should be developed, once they decide will send through standard TWDC process including community input

### **North of Literary- 1 project**

West 11<sup>th</sup> and Fairfield

Developers of Electric gardens. Seeking BC agenda in February. Going through standard TWDC process but has generally faster timelines than feasible. City of Cleveland is pushing things through faster and encouraging expedience, TWDC is seeking more community input opportunity

### **Lincoln Heights- 1 project**

West 20<sup>th</sup> behind Treo

Consistent with planning docs in Lincoln hts. Expectation conversations - land bank lots involved, should include Affordable units in development

### **MCC- 1 project**

West 11<sup>th</sup> Towpath

TWDC owns parcel within this project. Can influence for community standards. Shaping development agreement with developer, seeking Developer fee and Community benefits agreement for TWDC ownership of parcel. Previous pushback of development based on high # of units proposed. W 11th is narrow roadway that generally is parked, need to address traffic flow with increased population

### **Strategic Planning**

We will be seeking funding in 2022 for Strategic Planning dollars to update our current strategic plan while continuing to deepen our relationship and collaboration with OCI

Previous SP expired, recommend to seek funding to continue this process. With pride in brand continuing, we'd like to continue investment and partner with OCI as well based on partnerships.

Board is always involved in SP processes. Depending on scope, Board chairs meet with consultants, board meeting involvement, workgroups available to participate, TWDC staff also heavily involved in addition to community involvement

### **January 1<sup>st</sup>– December 31<sup>st</sup>, 2021 Accomplishments**

#### **Tremont West Service Area**

#### ***Julie Dahlhausen, Community Engagement Specialist, Healthy Homes Initiative***

- 1,393 Exterior property inspections completed
- 146 Residents referred home repair resources
- 31 Home repair resource referrals to homeowners 65+ years old
- 32 Properties brought into code enforcement compliance from previous inspection notes
- 14 Applicants to the 2021 Home Repair Program
- \$5,000 Grant acquired from Third Federal Savings & Loans
  - 9 Properties submitted to Building & Housing for code enforcement inspection

Was able to significantly help low income residents in TWDC service area, created grant pool with application process that Julie helps manage. Up to \$750 for small home repairs. If more needed for repairs, typically refer to SHAP and other standard Home Repair programs

## Holiday Food Drive

Cash & Check donations: \$29,455 (2021/2022) – our second biggest year for cash and check donations in a decade of Holiday Food Drives! Last year's Holiday Food Drive in 2020/2021 – the biggest year for the Holiday Food Drive in terms of cash/checks - raised \$40,741. Pre-pandemic, Holiday Food Drives raised on average \$10,000 - \$13,000 per year.

In the two years of the COVID-19 pandemic, residents of Tremont/Duck Island/Irishtown Bend have raised a combined \$70,196 to support our local food pantries and share food with our vulnerable neighbors and families in need in our communities – *an awesome outpouring of generosity by our residents!*

Food Items (canned goods & non-perishable items): 823 (2021/2022) and 1,099 (2020/2021) compared to 1,487 (2019/2020) – *historically most food items are gathered through Holiday Parties and door-to-door efforts – both precluded the last two years by COVID-19 concerns and restrictions*

Food Pantry Beneficiaries in 2021/2022:

- Iglesia Nueva Vida Food Pantry/ despensa de alimentos
- Immanuel Lutheran Church Food Pantry
- Greater Cleveland Food Bank
- Hunger Action Network of Greater Cleveland
- Mega Church Resource Center Food Pantry
- Pilgrim Church Food Pantry
- St. Augustine Hunger Center hot meals program
- St. Augustine Parish food pantry services
- St. Malachi Parish Back Door Ministry
- St. Michael the Archangel Parish/Holy Name Society Food Pantry/San Miguel Arcángel • Westside Catholic Center

Contributions have hit \$75K, highest ever now in the pandemic era. Kudos to board for engaging block clubs and donations

40 Acres Holding, LLC  
2489 Coventry Road  
Cleveland Heights, Ohio 44118

**40 ACRES HOLDING, LLC**  
**2489 Coventry Road**  
**Cleveland Heights, Ohio 44118**

January 21, 2021

Cory Riordan  
Executive Director  
Tremont West Development Corporation  
2406 Professor Avenue  
Cleveland, Ohio 44113

Dear Mr. Riordan:

40 Acres Holding, LLC (40 Acres) is pleased to present this outline of the terms and conditions under which we propose to work with Tremont West Development Corporation (Tremont West) with respect to the development of up to 100-unit apartment building on certain parcels in the Tremont neighborhood located at West 11<sup>th</sup> Street just south of I-490 (the Project).

We propose the following:

40 Acres will be the sole developer of the Project.

Tremont West and 40 Acres will enter into a Consulting Services Agreement acceptable to both parties. Working with the City of Cleveland, the councilman and the community Tremont will provide consulting services to obtain the requisite government and community approvals and support for the Project. As a consultant Tremont will be paid a fee equal to the greater of \$100,000 or 10% of the developer fee. In exchange for the fee Tremont will head the Project's community engagement efforts, help to consolidate, and transfer the necessary landbank lots, and help the Project obtain any necessary zoning and variance approval from the City of Cleveland. Tremont will transfer parcel #008-04-114 to the Project for the purchase price of \$40,000

40 Acres and Tremont West will develop a community benefits agreement in partnership with the community that will include a \$60,000 payment to a MCC Development Fund, possible community access to amenities and/or meeting spaces but understanding the tenants of said project will have priority use. 40 Acres will obtain a traffic study/ plan that will address pedestrian and vehicle traffic flow as well as connections to the Towpath. 40 Acres agrees to price 20% of the units as affordable at 100% of area median income. The final community benefits agreement will be consummated between the developer and Tremont West representing the community.

The parties will enter into the necessary and appropriate documents to effectuate the terms herein. The parties agree this is a non-binding term sheet. By signing below the parties are indicating agreement on the preliminary terms set forth herein.

We look forward to working with you on this most exciting project. Should you have any questions, do not hesitate to call Vanessa at 216-339-1444 or Tony at 216-659-1141.

Tremont West Development Corporation

40 Acres Holding, LLC

*[Handwritten signature]*  
or Ex

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.1/31/22  By:





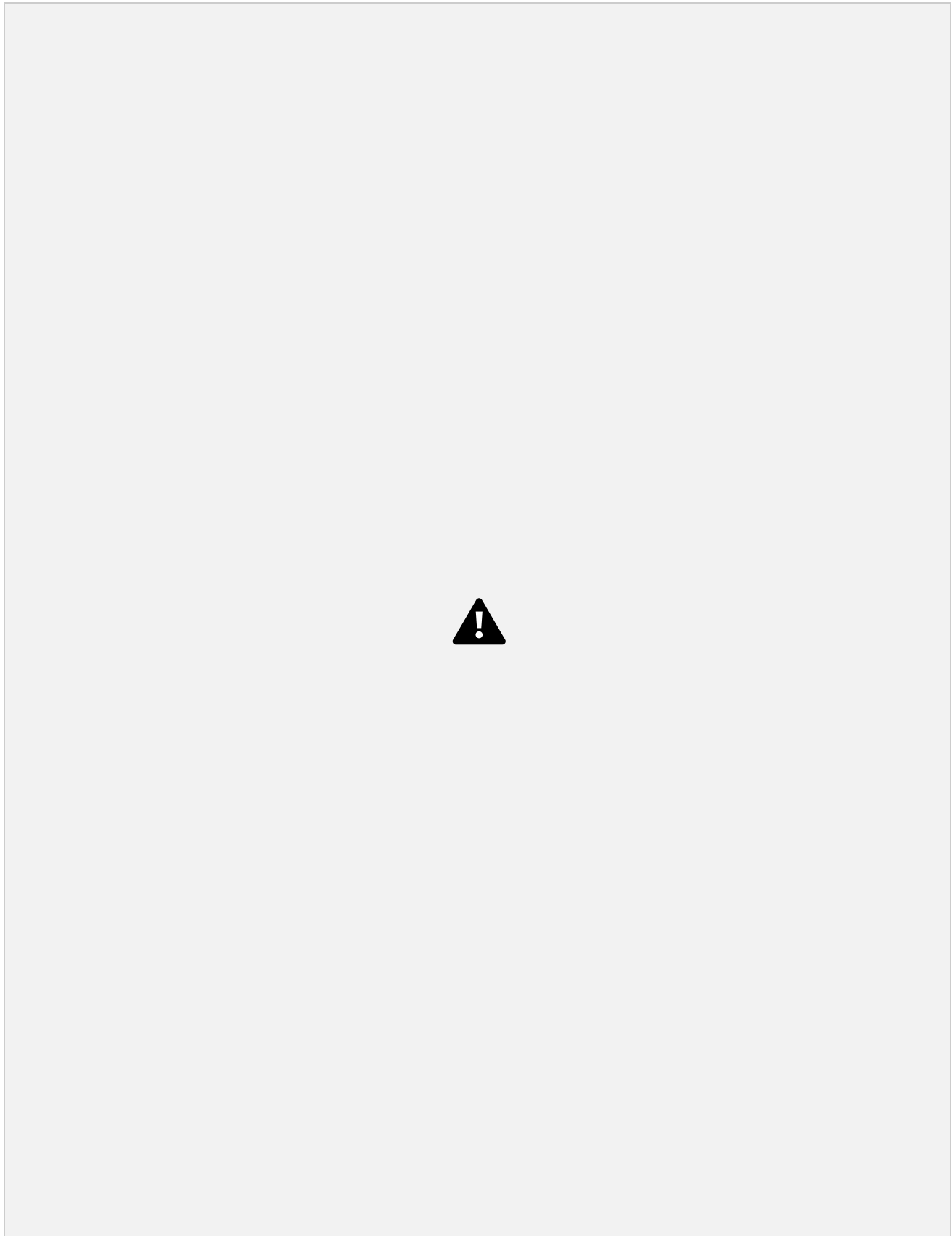






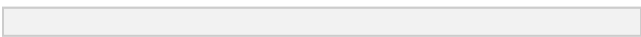
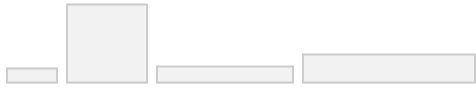




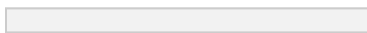
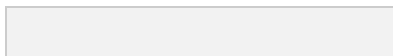


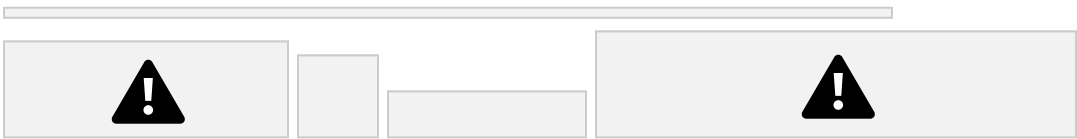
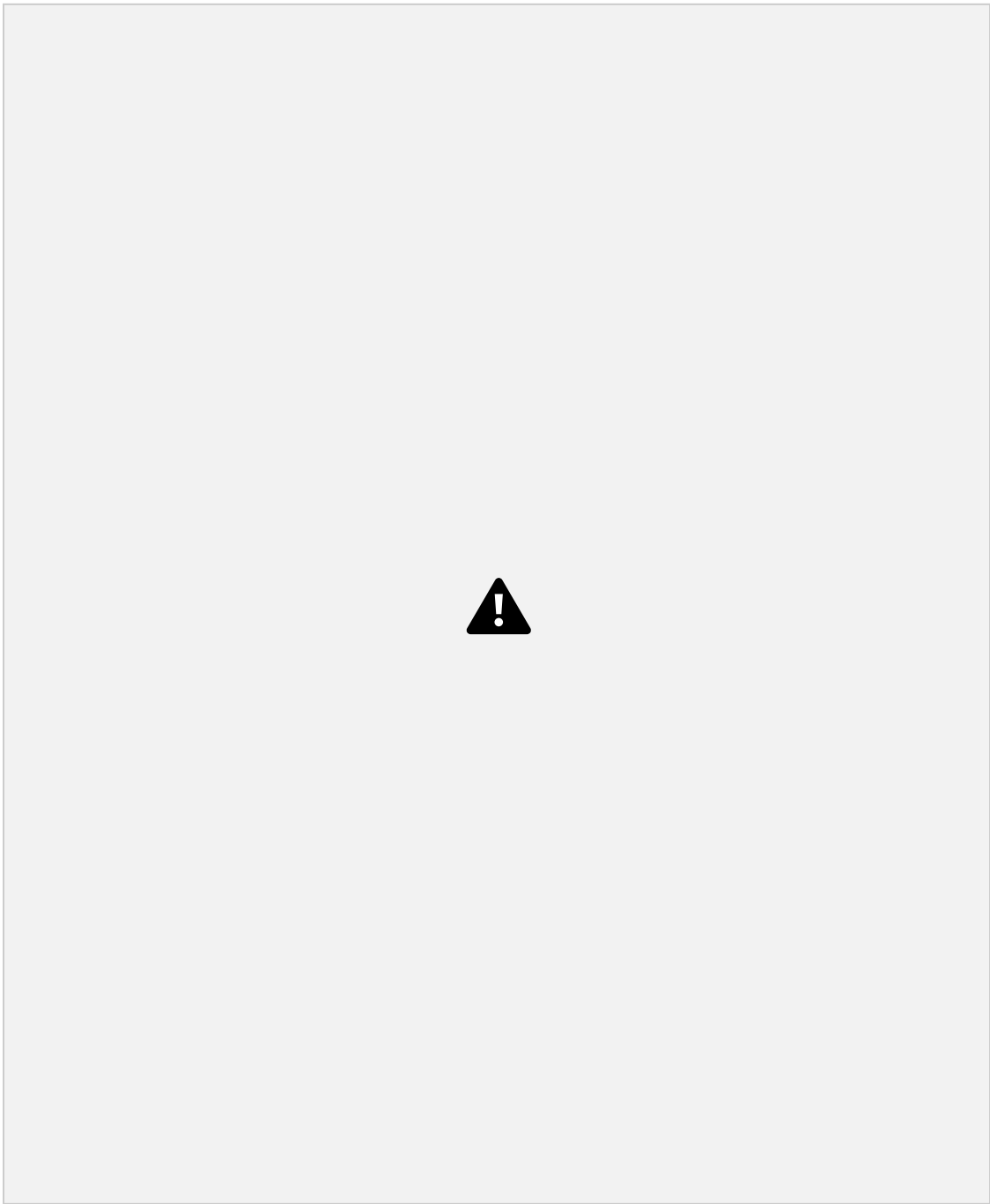




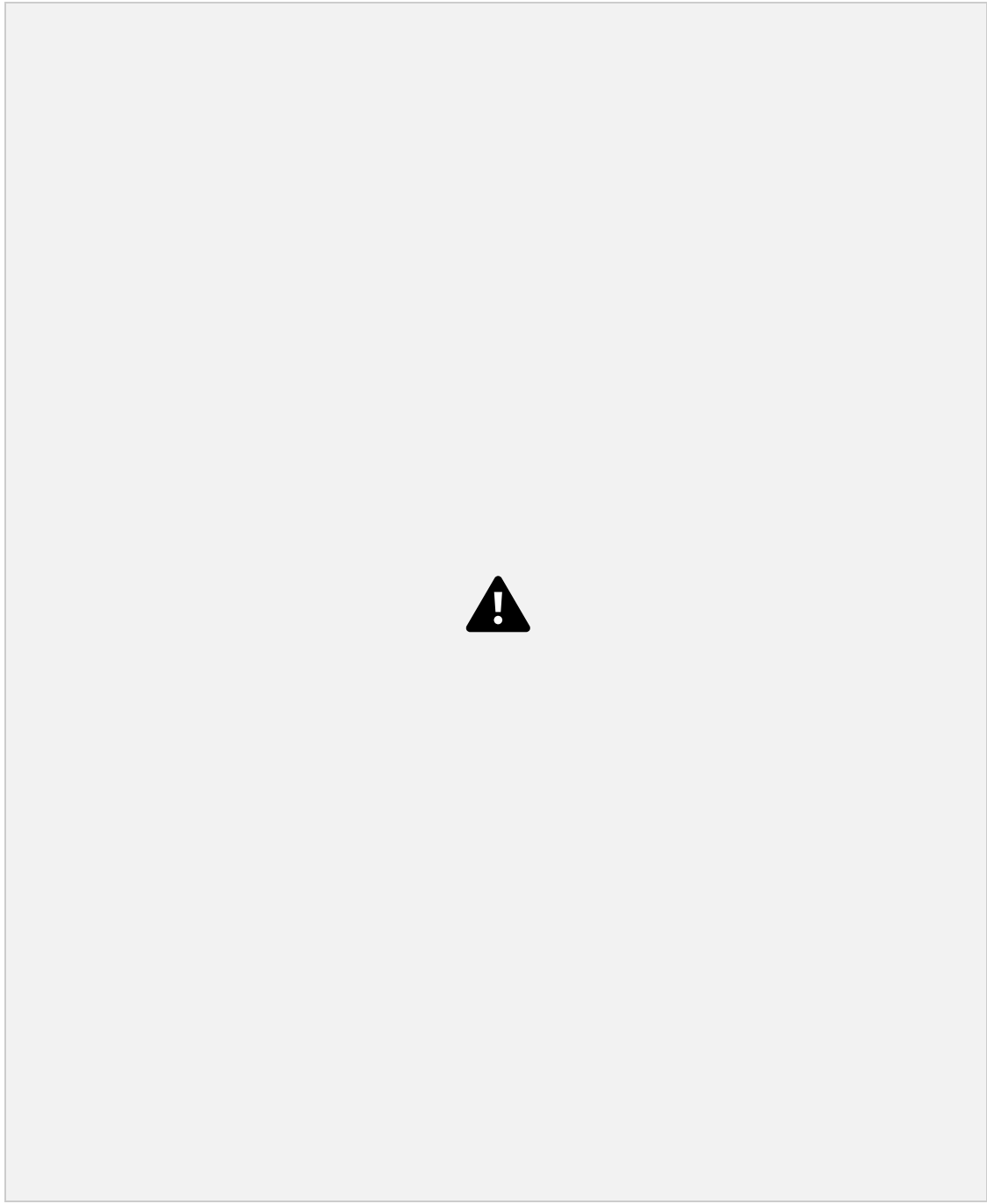
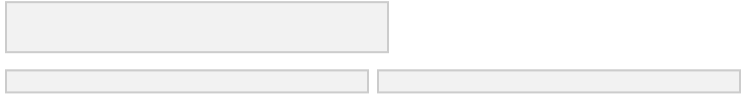














## **Community Development Block Grant (CDBG)**

On February 8<sup>th</sup> we submitted our CDBG PY2022 application to the City of Cleveland in the amount of \$305,000. It is expected that we receive slightly less than this current amount. The Ward funding is allocated by the Councilperson but additional dollars are available through the Administration and is awarded based on a number of factors. Recently, we have received fewer dollars from this pot based on our smaller service area and decreasing poverty rates.

## **Property Management**

DeAndre White informed us that he was re-signing as property manager (effective January 31) due to poor health. We currently have the position posted and are looking to quickly fill the position.

The ownership interest in Fairview Gardens that was presented last month, will be delayed for the time being. We did speak to our insurance company which stated that as long as the insurance on the building has coverage, we should be fine but need to verify that the language additionally covers us. I have not had a legal review of the document since this is tabled and our usual lawyer has a conflict of interest so did not feel comfortable reviewing.

## **Development Updates**

### **West 11<sup>th</sup> Towpath Project**

The West 11<sup>th</sup> site is directly south of the footbridge connecting Auburn-Lincoln Park and the Mentor-Castle-Clark sub-neighborhoods.

We have been working with a development group led by Tony Smith and Vanessa Whiting, on a re-development plan that includes one parcel they own, a parcel owned by Tremont West and numerous land bank lots. We have negotiated the **attached non-binding Letter of Intent** that includes the terms of our participation (utilizing our land) in the development.

Additionally, **attached is the purchase agreement** (1<sup>st</sup> and last page) for parcel #008-04-114 which the development team is purchasing from us. We purchased this property in 2021 to secure for development purposes and leverage our position for the neighborhood's benefit.

### **Pearl Development**

Please see attached communication to the Pearl Development team on expectations of development of multi-family/retail building on the corner of West 25<sup>th</sup> Street and Columbus. This is the most recent communication after official letters from Economic Development Committee to the development team and the Planning Commission.

### **RTA-Columbus Road Development**

Running along the west side of Columbus road is a large tract of land owned by the RTA. They have named Ari Maron as the partner developer. Ari owns property on West 25<sup>th</sup> Street including the former Voss Industries. He is looking to have an initial meeting with Duck Island Block Club and we are working to get this scheduled. Due to the size and scope (it includes

developable land on the Gehring side of the trench) they need to additionally work with the SOLO BC in Ohio City.

## **West 11<sup>th</sup> and Fairfield**

90+ unit development. Initial review took place at the block club on 2/15/2022.

## **Letter to Mayor Bibb**

Please see **attached letter** to Mayor Bibb and his Administration. I have a meeting scheduled with Chief of Integrated Development Jeff Epstein next week and although the letter was not an impetus for the meeting, I will rely on its content to guide the conversation about Tremont priorities.

## **Strategic Planning**

We will be seeking funding in 2022 for Strategic Planning dollars to update our current strategic plan while continuing to deepen our relationship and collaboration with OCI. Michelle Davis is working on a CDC Leadership Program Graduate Support grant application to help fund strategic planning.

## **CED-HFFI Grant (Constantino's)**

After much delay in receiving feedback from the federal grant administrators, I reached out to Senator Sherrod Brown's office for assistance in finding out the liability we face and options we have moving forward. As you are aware, we received a grant in late 2015 to create a grocery store in the neighborhood. Per the grant agreement and requirements, we made a loan to Constantino's in the amount of \$649,649 to create a grocery. After many years and many challenges, the grocery store was not built. \$205,000 of legitimate project expenditures were made. At the conclusion of the grant, with the loan being in default, we requested the return of the remainder of the dollars immediately and hired legal assistance in the matter. Constantino's made a counter offer from their lawyers for an 8 year repayment period. As we have not heard back from the grant administrators, we have not been in a position to negotiate if we would like to accept these terms or take legal action, criminal or civil, to recoup costs (previously, the Board had eliminated civil as an option due to the ability to bankrupt the LLC that took the loan).

Senator Brown's office agreed to look into the issue and help us get resolution on this long festering issue.

## **Events**

Tremont Farmers Market- I have signed a contract with Lisa Nemeth of Northcoast Promotions to continue on as the Farmers Market Manager. The market will begin in May and run through the second week of October.

Taste of Tremont- The Return of TASTE OF TREMONT! We are in the planning phase for Taste of Tremont 2022 with the full intention of bringing the event back this year. I received a proposal from Spindrift Management to plan and produce Taste of Tremont. Meeting this week with MetroHealth to discuss their event sponsorship and have reached out to our other large sponsors to ask them to sponsor Taste 2022 including Butcher and the Brewer (Taphouse) as our beer garden sponsor and Cleveland Water.

## **Marketing**

Although technically an OCI employee, we have jointly hired a Director of Marketing for Near West Partners (our joint entity with OCI). Katy Baumbach has years of experience in the marketing field, most recently as Digital Marketing and Website Manager for a global flooring company.



[Redacted]

[Redacted]

[Redacted]

