

# MEMO



**To:** Mayor and Board of Aldermen  
**From:** Jason Lipe, Parks and Recreation Director  
**Date:** Wednesday, March 01, 2023  
**Re:** Civic Center Assisted Door Opener

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Written quotes were solicited for the Civic Center Assisted Door Opener Project. Cape Paint & Glass. submitted the lowest quote for installation of the assisted door openers at the Civic Center. City staff recommends approval.