

BOARD OF DIRECTORS

Annual Meeting

May 26, 2022

AGENDA

AGENDA

- 1. Call to Order
- 2. VOTE: Approval of Agenda
- 3. VOTE: Approval of Minutes
- 4. CONSENT & VOTE: MIPA Financials
- 5. PUBLIC COMMENT on MIPA Actions
- 6. PRESENTATION: MIPA Overview and Background
- 7. REPORT & VOTE: MIPA Budget
- 8. REPORT: Organizational Process
- 9. REPORT: CEDS
- 10. REPORT: Funding and Service Opportunities
- 11. REPORT: Meeting Dates
- 12. Other Business
- 13. Adjournment



MINUTES

MIPA FINANCIALS

Mid Iowa Planning Alliance for Community Development

Transaction Summary for Month Ended April 30, 2022

Interest Income Interest Income - April 2022		1.72	
interest meonie 14pm 2022		1.72	
TOTAL		1.72	\$1.72
Deposits			
City of Indianola	MIPA Dues	593.60	
City of Huxley	MIPA Dues	795.00	
City of Boone	MIPA Dues	2,336.00	
City of Bondurant	MIPA Dues	1,380.00	
City of Des Moines	MIPA Dues	40,149.00	
Marion County	MIPA Dues	2,179.00	
City of Mitchellville	MIPA Dues	465.94	
City of Ankeny	MIPA Dues	2,545.75	
City of West Des Moines	MIPA Dues	2,577.00	
City of Johnston	MIPA Dues	4,124.00	
City of Knoxville	MIPA Dues	1,424.00	
City of Carlisle	MIPA Dues	780.00	
City of Pleasant Hill	MIPA Dues	1,902.56	
Jasper County Economic I	MIPA Dues	824.80	
City of Norwalk	MIPA Dues	2,399.00	
City of Grimes	MIPA Dues	2,886.00	
City of Adel	MIPA Dues	1,153.00	
City of Runnells	MIPA Dues	85.69	
City of Ogden	MIPA Dues	376.00	
Story County	MIPA Dues	1,711.00	
TOTAL		70,687.34	70,687.34
TAL INCOME/DEPOSITS -April 2022			\$70,689.06
Expenses			
Bankers Trust	Bank Fees	-36.86	
TAL EXPENSES -April 2022			-36.86
INCOME - April 2022			\$70,652.20

Reconciliation Summary for Month Ended April 2022

BEGINNING CHECKING BALANCES (as of April 1, 2022)

Bankers Trust \$5,120.90
Cleared Checks & Payments -\$36.65

Cleared Deposits & Credits \$70,689.06

Total Cleared Transactions \$70,652.41 \$75,773.31

ENDING CHECKING BALANCE (as of April 30, 2022) 75,773.31

TOTAL CASH BALANCE (as of April 30, 2022)

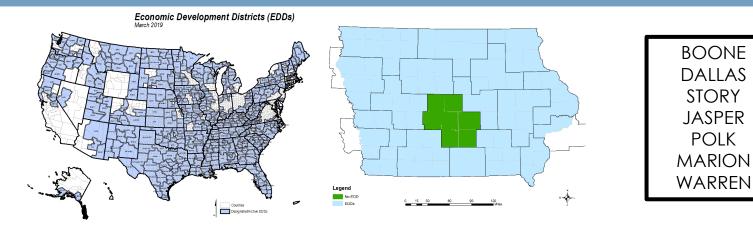
\$75,773.31

PUBLIC COMMENT

MIPA OVERVIEW AND BACKGROUND

ECONOMIC DEVELOPMENT DISTRICT FOR CENTRAL IOWA

Background: Central lowa is the state's only region without an Economic Development District (EDD). The region is qualified for an EDD for the first time since the 2008 floods, due the impacts of the pandemic and the 2020 derecho. The primary benefit of an EDD would be easier access to federal funding, bringing an additional layer of financing to economic development projects supporting jobs in Central lowa. EDDs work collaboratively with other EDDs as well as state agencies such as the lowa Economic Development Authority.



Definition: 1. An Economic Development District (EDD) is a **designation** by the U.S. Economic Development Administration given to regions that have experienced economic distress. Among other benefits, having an EDD designation improves the competitiveness of federal grant applications.

2. An EDD also refers to the federally required **EDD Organization** that supports the designated district. These are typically multi-jurisdictional entities, have public and private representation on the board of directors, and exist to support the region's economic development, notably in the seeking funding.

MAKING IOWA WHOLE

Mid-lowa has been missing out on funding.

EDDs are often the first to receive EDA funding after major disasters.

For example, Mid-Iowa missed out on \$470,000 in no-match funding from the CARES Act because it lacked an EDD.

\$61.9 million in EDA investments in Iowa since 2018. Percapita spending was six times higher outside Central Iowa.

\$3.2 million in Central lowa

(~ \$4/person)

\$58.7 million outside Central Iowa (~ \$25/person)

PHASE 1: Weigh support



November to February

- Stakeholder discussions
- County resolutions of support
- Concurrence from Governor's Office.



PHASE 2: Create entity



March to August

- Meet all criteria for formation of EDD.
- Form entity.
- Determine due structure.
- Form board.
- Develop and adopt CEDS.



PHASE 3: Designation



• Fall 2021

- Submit materials for designation.
- Review process estimated at 2-3 months.
- Final approval from a deputy administrator.



PHASE 4: Launch Operations

- Late 2021 -Mid-2022
- Determine membership
- Following designation, the entity would apply to participate in the EDA's Partnership Program, i.e., federal funding for admin costs.



UNANIMOUS SUPPORT

BOONE

DALLAS

STORY

JASPER

POLK

MARION

WARREN

STATE OF IOWA



KIM REYNOLDS GOVERNOR

OFFICE OF THE GOVERNOR

ADAM GREGG

August 30, 2021

Angela Martinez, Regional Director Denver Regional Office, U.S. Economic Development Administration 1244 Speer Boulevard Suite 431 Denver, CO 80204

Dear Director Martinez,

This letter affirms the state of Iowa's concurrence with the request for an Economic Development District (EDD) designation for the Mid-Iowa region, comprised of Boone, Dallas, Jasper, Marion, Polk, Story, and Warren Counties. These are the only counties in Iowa not currently designated as an EDD. Creating an EDD for the region is important for the ongoing economic development of Mid-Iowa.

Further, acting through the Iowa Economic Development Authority, the state has reviewed and concurs with the Mid-Iowa Comprehensive Economic Development Strategy (CEDS).

Sincerely,

Kim Reynolds Governor of Iowa Debi Durham, Executive Director Iowa Economic Development Authority

CC: Todd Ashby, Executive Director, Mid-Iowa Planning Alliance for Community Development

STATE CAPITOL DES MOINES, IOWA 50319 515.281.5211 FAX 515.725.3527 WWW.GOVERNOR.IOWA.GOV

IT'S OFFICIAL: MIPA is an EDD





UNITED STATES DEPARTMENT OF COMMERCE Economic Development Administration Washington D.C. 20230

January 26, 2022

Ms. Brenda Dryer Chainnan of the Mid Iowa Planning Alliance for Community Development (MIPA) 420 Watson Powell Jr. Way, Suite 200 Des Moines, Iowa 50309

Dear Chairman Dryer:

I am pleased to inform you that the U.S. Economic Development Administration (EDA) has approved the Vfid Towa Planning Alliance for Community Development's (MIPA) request for designation as an Economic Development District (EDD). The EDD is comprised of the Boone, Dallas, Jasper, Marion, Polk, Story and Warren Counties of Iowa.

EDA is committed to providing financial assistance to meet the economic development needs of distresped communities throughout the Little States. Our mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the word/wide economy. To that end, this designation will serve as a foundation for future economic successes that will benefit both finallics and businesses in your region.

I trust that this designation will strengthen the economies of the Mid Iowa region and wish you every success in carrying out your economic development activities. All DeVersseman, Economic Development Representative for the state of lowa, will remain your primary point of contact regarding this designation and may be contacted by telephone at (605) 877-2866, or by cmail at addirectssame@cda.gov.

Your ongoing efforts to stimulate growth and business expansion through local economic development programs are greatly appreciated.

Sincerely

Alejandra G. Castillo
Alejandra Y. Castillo
Assistant Secretary of Commerce
for Economic Development



MEMORANDUM OF OFFICIAL DESIGNATION OF AN ECONOMIC DEVELOPMENT DISTRICT

In accordance with Section 401 of the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3171), I hereby designate the Economic Development District identified below:

Name of EDD: Mid Iowa Planning Alliance for Community Development

State: lowa

Regional Definition: Boone, Dallas, Jasper, Marion, Polk, Story and Warren

Counties of Iowa.

Alejandra G. Castillo

Assistant Secretary of Commerce for Economic Development

Received notice January 26 that the Mid-lowa region has been officially designated an **Fconomic** Development District by the U.S. **Economic** Development Administration.

Funding and Dues



Federal "Partnership Program" Grant

- \$70,000 annual to add capacity (staffing)
- Needs to be matched 1-to-1 with local dollars
- Effective: April 1, 2022

Membership Dues

- 15 cents / capita annually for member jurisdictions
- Future rates may be adjusted by board of directors

MEMBERSHIP: 52 Jurisdictions

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Ames

Ankeny

Baxter

Bondurant

Boone

Carlisle

Clive

Colfax

Cumming

Des Moines

Dallas County

Elkhart Grimes Hartford

Huxley

Indianola

Jasper County

Johnston

Kellogg Knoxville

Lambs Grove

Lynnville

Marion County

Melcher-Dallas

Milo

Mingo

Mitchellville

Monroe

Nevada

Newton

Norwalk

Oakland Acres

Ogden

Pella Perry

Pleasant Hill

Pleasantville

Prairie City

Polk County

Reasnor Runnells Story City

Story County

Sully

Urbandale

Valeria

Van Meter

Waukee

West Des Moines

Windsor Heights

Zearing

Membership as of May 16, 2022

91% of Mid-lowa population is covered



STAFFING: Welcome, Caleb Knutson

MIPA BUDGET

MIPA Budget Summary

Summary

	FY 23
REVENUES	
Membership Dues	\$115,186
EDD PP Match	\$70,000
Overage beyong match (for	
reserves)	\$45,186
US Economic Development	
Administration Partnership	
Program (EDD PP)	<u>\$70,000</u>
Contracts/Grants (TBD)	\$35,000
TOTAL REVENUES	\$220,186

COSTS

Salaries, Wages	, Benefits, and
-----------------	-----------------

Other

Indirect Costs	\$127,187
Salaries (minus PTO)	\$48,276

Benefits \$42,919

\$7

Wages \$0 Non-Personnel \$35,992

Contract Costs \$47,806

TOTAL COSTS \$174,993

Overage beyong EDA PP
match (for reserves) \$45,186

COST BREAKDOWN

	FY 23
(a) Salaries and Wages (a1) Salaries (minus paid leave) (a2) Wages (b) Fringe Benefits	\$48,276 \$48,276 \$0 \$42,919
(b1) Paid Leave (b2) Other Fringe Rate	\$7,724 \$35,195 88.90%
(c) Salaries and Wages + Fringe Benefits	\$91,195
(d) Non-Personnel Costs Facilities Professional Services Computers Telecommunications Printing and Postage Travel & Training Dues/Memberships Equipment Office Supplies Publications Sponsorships Food & Beverages Meeting Rooms	\$35,992 \$11,650 \$6,176 \$4,544 \$1,900 \$843 \$4,957 \$1,171 \$1,487 \$991 \$413 \$1,239 \$578 \$41
(e) Contract Costs MPO Staff Support Admin fee to MPO (5% of personnel costs) Audit	\$47,806 \$38,330 \$6,476 \$3,000
(e) Total Costs	\$174,993

ORGANIZATIONAL PROCESSES

Structure and representation



Structure

- MIPA was formed as a 504 nonprofit entity on advice of legal counsel.
- The structure meets EDA requirements.

Board of Directors

- 1 representative per member jurisdiction; 2 private sector representatives per county; 1 each from ISU, DMACC, Greater Des Moines Partnership (Maximum 125 members)
- Notable responsibilities: Budget, bylaws, CEDS, contract authority over \$50K.

Executive Committee

- 2 city or county reps from within each county, plus 1 private rep from each county to be appointed by members within county. (21 members)
- Day-to-day decision making on board's behalf; contract authority up to \$50K.

Full bylaws: www.midiowaplanningalliance.com/membership

Appointment Process

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Board of Directors

- Public reps (1/member) direct appointment by individual member jurisdictions.
- Private reps appointed by members from within each county (2 per county)
 - Staff has worked through the public board reps.
- Other reps (1 each for ISU, DMACC, and Partnership) appointed by the institution.

Executive Committee

- Public reps (2/county) and private reps (1/county) appointed by member jurisdictions from within each county.
 - Per the bylaws, staff is to reach out each December for appointments.
 - (This year, staff reached out in May, working through public board reps.)

Officers

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Officer positions include Chair, Vice Chair, Secretary, and Treasurer Appointment

- Officers are appointed from among the executive committee members by the executive committee members in February of each year, per the bylaws.
- Current officers were elected by interim board in September 2021.

Current Officers

- Chair Brenda Dryer, Ames Chamber
- Vice Chair Clyde Evans, West Des Moines
- Treasurer Vacant
- Secretary Charlie Dissell, Indianola

Staffing plan



- MIPA will employ a senior planner.
- MIPA will contract with MPO for back-office, administrative and planning support, including accounting and auditing, staff supervision, office space, payroll, etc.





Membership



- An annual enrollment period will be advertised to eligible jurisdictions each year around December-January, during budget-development season for local jurisdictions.
- Existing members will be assumed to continue their membership unless MIPA is notified otherwise.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

Comprehensive Economic Development Strategy (CEDS)

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- Adopted by MIPA in November 2021 and accepted by EDA in December.
- Provides overview of regional economy.
- Includes Vision
 Statement, Goals,
 and Strategies.



midiowaplanningalliance.com/ceds/

CEDS STEERING COMMITTEE

Name	Position	Organization	County
Mike Hammond	Interim Director	Boone Chamber and Economic Growth Corp.	Boone
Greg Piklapp	Council Member	Boone City Council	Boone
Butch Ostrander	Mayor	City of De Soto	Dallas
Kyle Michel	City Administrator	City of Van Meter	Dallas
Deb Bengston	President	Adel Partners Chamber of Commerce	Dallas
Alex Lynch	Executive Director	Greater Dallas County Development Alliance	Dallas
Brandon Talsma	Supervisor	Board of Supervisors	Jasper
Wade Wagoner	City Administrator	City of Colfax	Jasper
Amanda Accola	Key Account Manager	Alliant Energy	Jasper
Jeff Davidon	Director	Jasper County Economic Development Corp.	Jasper
Tanya Michener	Associate Director	Jasper County Economic Development Corp.	Jasper
Heather Ussery	Interim City Manager	City of Knoxville	Marion
Don De Waard	Mayor	City of Pella	Marion
Dylan Morse	City Council Member	Knoxville City Council	Marion
Carla Eysink	Executive Director	Marion County Development	Marion
Joe Mrstik	City Manager	City of Pleasantville	Marion
Carrie Kruse	Economic Development Administrator	City of Des Moines	Polk
Clyde Evans	Director of Community and Economic Development	City of West Des Moines	Polk
Curtis Brown	Assistant City Manager	City of Urbandale	Polk
Derek Lord	Economic Development Director	City of Ankeny	Polk
John Norris	County Administrator	Polk County	Polk
Brenda Dryer	Senior Vice President	Ames Chamber	Story
Mark Jackson	City Manager	City of Story City	Story
Leanne Harter	County Outreach and Special Projects Manager	Story County	Story
Charlie Dissell	Community and Economic Development Director	City of Indianola	Warren
Lorin Ditzler	Community Coach	Warren County Hometown Pride	Warren
Rachel Gocken	Executive Director	Warren County Economic Development Corp.	Warren
Deven Markley	City Administrator	City of Carlisle	Warren
Hollie Zajicek	Economic Development Director	City of Norwalk	Warren

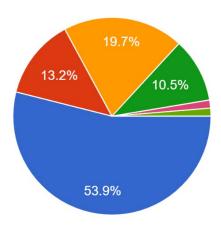
Stakeholder Session



- MIPA convened a stakeholder session with nearly 50 attendees
- Participates included elected officials and persons with roles in economic development at cities, counties, economic development offices, or chambers of commerce.
- Facilitated SWOT analysis discussion
- Facilitated discussion about goals

RESPONDENTS

Diverse stakeholder participation



- City in Mid Iowa.
- County in Mid Iowa.
- Economic development organization in Mid Iowa.
- Private business in Mid Iowa.
- Developer in Mid Iowa.
- Investor in Mid Iowa.
- Non-Profit, Planning and Zoning in Pella, IA, Community Member
- Economic Engine serving most of Iowa

- City of Des Moines
- City of Indianola
- Greater Dallas County Development Alliance
- City of Zearing
- City of Urbandale
- County in region
- City of Bondurant
- City of Nevada
- Mel her-Dallas city council
- City of Van Meter
- City of Melcher-Dallas
- City of Pella
- DMACC Business Resources
- City of Newton, IA
- City of West Des Moines
- city of Des Moines
- Maxwell City Council
- Knoxville Chamber of Commerce

- Lely North America
- Boone County Economic Growth Corporation
- Iowa State
 University Extension
 and Outreach
- South Central Iowa Solid Waste Agency
- Jasper County
- Story City Council
- City of Adel
- Marion County Extension Office
- Habitat for Humanity of Marion County, Inc
- Polk County Board of Supervisors
- DMAMPO
- City of Knoxville
- West Bank
- WorkSMART Connector
- City of Gilbert
- City of Norwalk

- Chaos &e LLC aka One Eleven Public House
- Ames Chamber c Commerce
- City of Colo
- Marion County Development
- City of Pleasant Hill
- Greater Des Moines Partnership
- Marion County Development Commission
- CONSTRUCTION
- Jasper County ED Corp
- Knoxville Hospital
- Marion County
 Public Health
 Department
- City of Carlisle
- City of Pleasantville
- Marin County
- City of Boone
- Urbanda

- Weiler Products
- Urbandale City Council
- City of Huxley
- Pleasantville Chamber of Commerce
- City of Colo
- City of Ankeny
- City Of Dm
- Newton
 Development Corp
- Des Moines
 International
 Airport
- Knoxville Hospital & Clinics
- City of Newton
- Marion County
- City of Story City
- Adel Partners
 Chamber of
 Commerce
- City of Waukee
- Story County Iowa

Vision statement

Life is pretty good in Mid-Iowa – and we're working to make it better.

We have housing in a rural or urban setting at relatively low costs – which we want to make and keep affordable for everyone.

We have nation-leading industry clusters, strong companies, and a talented workforce – which we want to nurture, grown, and expand.

We have abundant energy and natural resources – which we want to protect and preserve.

We have a wide-ranging cultural and recreational amenities to attract and retain residents – which we want to expand throughout the entire region.

Building upon these strengths will further distinguish Mid-lowa as a desirable place to grow a career, raise a family, own a company, invest, and enjoy a high quality of life.

GOALS

Goal 1 – Attract, retain, and expand businesses throughout the Mid-lowa region.

Goal 2 – Provide the necessary infrastructure to sustain and grow communities and businesses.

Goal 3 – Attract, retain, and expand the workforce throughout Mid-Iowa.

Goal 4 – Prepare the workforce to the evolving Mid-lowa economy of today and into the future.

Goal 5 – Bolster the economic resilience of Mid-Iowa by safeguarding our natural assets and through disaster avoidance and mitigation.

CEDS ACCEPTED

- Received notice December 9
 that the Comprehensive
 Economic Development
 Strategy had been accepted
 by the EDA.
- Helpful to grant applications.



United States Department of Commerce Economic Development Administration Denver Regional Office 1244 Speer Boulevard, Suite 431 Denver, Colorado 80204

Todd Ashby, Executive Director Mid-lowa Planning Alliance for Community Development 420 Watson Powell Jr. Way #200 Des Moines, JA 50300

Dear Mr. Ashby:

November 4, 2021

As an applicant for district designation and as a potential EDA partnership planning grantee, your organization will be responsible for producing one of the concrisions of EDA's programs your organization of EDA's programs of the concrision of

We have reviewed and accepted your CEDS document and encourage you to continue to use it as a nod for the Mid-down Planning Alliance for Community Development (MIPA) region. Please a nod for the Mid-down Planning Robert and the CEDS and th

- Keep your midience in mind. Please ensure the CEDS is written for various audiences. For professional planners, a full technical version of the CEDS may be appropriate accompanied by an in-depth analysis. Extremely busy readers, us an elected officials or business owners, but the properties aborter version of the double or overview, with a reference explaining where to go to find the more commented version. Overview, with a
- MIPA worked extensively with EDA staff to improve the action implementation plan. As
 a potential partnership planning grantee, EDA will continue to look for the CEDS and the
 action plan to evolve over time. We look forward to seeing this action plan develop as

You may find more information about EDA's CEDS content Guidelines on our website at www.eda.gov/ecds/content/. You are encouraged to use this tool in the preparation and evaluation of you must Fire-Vera CEDS document which is due to EDA on September 30, 2022. Should you have any questions, please content Dumile Rojetine. Economic Specialist at dispositing eda got or Alex Smith, Economic Development Representative at ASmith/@eda.gov.

We commend your organization for its good efforts, and we look forward to working with you as you continue to address the economic development planning and implementation needs of your region.

Sincere

Degio

Economic Development Specialist

CEDS UPDATE

- Updates required every 5 years.
- Denver Region has put its 10 states on fixed schedules.
- Iowa and Montana's updates are due in September 2022.
- Existing CEDS will provide strong foundation.
- Public engagement process in summer 2022.



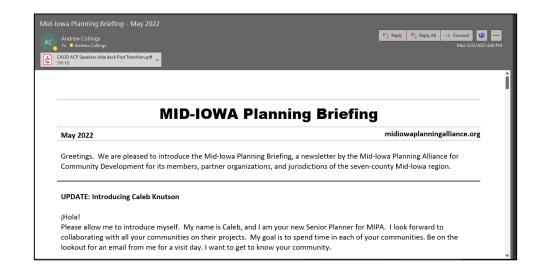




FUNDING AND SERVICE OPPORTUNITIES

FUNDING OPPORTUNITIES

- MIPA will send regular updates to member jurisdictions, aka Mid-lowa Planning Briefing.
- The briefing will include upcoming funding opportunities.
- A distribution list has been developed to include points of contact within all jurisdictions – but it is a work in progress.



 To sign up, please contact Caleb Knutson at <u>cknutson@midiowaplanningalliance.org</u> or 515-334-0075.

FUNDING SCORECARD TO DATE

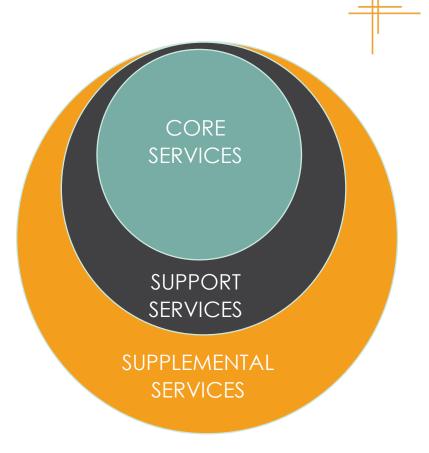


County	Jurisdiction	Grant Program	FY	Amount Requested	Funded?	Project
Dallas County	City of Adel	WTFAP	2022	\$300,000	Y	Wastewater facility
Warren County/Polk County	City of Carlisle	WTFAP	2022	\$500,000	Y	Waterline to Avon Lake
Warren County	City of Carlisle	CDBG-CV	2022	\$80,000	Y	Daycare business
Warren County	City of Hartford	WTFAP	2022	\$500,000	Y	Wastewater facility
Warren County	City of Indianola	WTFAP	2022	\$500,000	Y	Wastewater facility
Marion County	City of Knoxville	CDBG Façade	2022	\$400,000	Y	Downtown façade
Warren County	City of Martensdale	USDA Wastewater	2019	\$350,000	Y	Wastewater facility
Marion County	City of Melcher-Dallas	CDBG Water-Sewer	2019	\$500,000	Y	Sewer lines
Marion County	City of Melcher-Dallas	CDBG Water-Sewer	2021	\$500,000	Y	Sewer facility
Dallas County	City of Perry	WTFAP	2022	7000,000		Sewer facility
Polk County	City of Des Moines	EDA	2022	?	N	Water trails project
Polk County	City of Ankeny	EDA	2022			Trails project
Jasper County	DMACC	EDA	2022	7	N	Newton district
Polk County	City of Urbandale/Des Moines	EDA	2022	?	, N	Buccaneers facility
Total Awarded				\$3,630,000		

SERVICES

MIPA offers technical services to member jurisdictions. Some are included; others may require an additional fee.

- Core Services include grant-seeking, grantwriting, and technical assistance; e.g., mapmaking and demographics research. These are included in membership.
- Support Services can be requested at any time, namely grant-administration. MIPA would collect grant-administration funding provided by the grant. The cost to the grant recipient is net-neutral.
- Supplemental Services are offered to member governments on a case-by-case basis, subject to alignment with CEDS goals and staff capacity.



SUPPLEMENTAL SERVICES



Supplemental services are offered to member jurisdictions who request them. They are subject to staff capacity and additional funding. Examples include:

- Comprehensive Plans
- Zoning Ordinances and Maps
- Urban Renewal Plans
- Sidewalk and Trails Planning

MEETING DATES

MEETING DATES

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Calendar Year 2022

- Meetings of the MIPA board and executive committee are scheduled for 10 a.m. on the fourth Thursday of every other month.
- Meetings will continue to hybrid.
 - July 28 Executive Committee Meeting
 - September 22 Board of Directors Special Meeting
 - November 17* Executive Committee Meeting
 - * Third Thursday to avoid the Thanksgiving Day holiday.
- Calendar invitations will be sent soon.

OTHER BUSINESS

ADJOURNMENT