NOTICE OF MEETING
Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee

11:30 a.m., Wednesday, May 13, 2020
Virtual Meeting
Click Here to Register for Video Meeting Access
OR Dial 1-312-626-6799, Meeting ID: 892 584 92237

TENTATIVE AGENDA

1. Call To Order
2. ROLL CALL
3. VOTE: Approval of Agenda
4. VOTE: Approval of Meeting Minutes ........................................................................ Page 2
   - Approve the April 8, 2020, meeting minutes.
5. CONSENT and VOTE: Contacts and Expenses .......................................................... Page 5
6. REPORT and VOTE: FFY 2020-2023 TIP Amendment Request ................................ Page 6
   - Report regarding an amendment to the Federal Fiscal Year 2020-2023 Transportation Improvement Program to adjust funding for transit programs; consider approval.
7. REPORT and OPTIONAL VOTE: Fiscal Year 2021 Member Assessments .................. Page 9
   - Report and discussion regarding member assessments for Fiscal Year 2021; consider approval.
8. REPORT and VOTE: Fiscal Year 2021 Unified Planning Work Program and Budget ........ Page 10
   - Report regarding the FY 2021 Unified Planning Work Program and Budget; consider approval.
9. REPORT: Project Coordination for I-80 Widening Project ....................................... Page 11
   - Update on the Iowa DOT’s plan to widen I-80 between 60th Street and Grand Prairie Parkway.
10. REPORT: Rail Revolving Loan and Grant Reimbursements ................................... Page 12
    - Update on the reimbursement requests through the Rail Revolving Loan and Grant (RRLG) program for the Des Moines Transload Facility.
11. REPORT: Transload Facility Update ...................................................................... Page 13
    - Update on the development of the Des Moines Transload Facility.
12. REPORT: Purple Heart Highway Update ................................................................. Page 14
    - Update on the progress towards designating Iowa Highway 5/US Highway 65 as an interstate.
13. REPORT: Water Trails Update ............................................................................. Page 15
    - Update on efforts related to the use of the BUILD Grant for water trails.
14. REPORT: Legislative Update ................................................................................ Page 16
    - Standing item to discuss any items related to the Federal and State Legislative issues.
15. REPORT: Upcoming Events ................................................................................ Page 17
16. VOTE: Approval of the Policy Committee Meeting
17. Other Non-Action Items of Interest to the Committee
18. Next Meeting Date – June 10, 2020, at 11:30 a.m.
19. Adjournment

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting "ayes" or "nays" will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit www.dmampo.org/titlevi/ or call 515-334-0075.
ISSUE: Approval of Meeting Minutes

VOTEd: Consider approval of the April 8, 2020, MPO Executive Committee meeting minutes.

BACKGROUND:

The minutes of the April 8, 2020, MPO Executive Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the April 8, 2020, MPO Executive Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075
MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
EXECUTIVE COMMITTEE
11:30 a.m., Wednesday, April 8, 2020
Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a virtual meeting at 11:30 a.m. on April 8, 2020. MPO staff emailed agenda packets to the MPO Executive and members on April 3, 2020. In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.

Executive Members Present:
Joe Gatto | City of Des Moines
Matt McCoy | Polk County
Sara Kurovski | City of Pleasant Hill
Steve Gaer | City of West Des Moines
Kyle Mertz | City of Altoona
Gary Lorenz | City of Ankeny
Ted Weaver | City of Clive
Chris Coleman | City of Des Moines
Stephanie Riva | City of Norwalk
Jeff Walters | City of Polk City
Bob Andeweg | City of Urbandale
Andy Loonan | IDOT

Staff Present:
Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Gunnar Olson | Communication Manager
Tracey Deckard | Office Manager
Allison van Pelt | Associate Planner
Sreyoshi Chakraborty | Senior Planner
Zhi Chen | Associate Planner
Tanvi Halde | Intern
Scott Brennan | MPO General Counsel (alt)

Executive Members Absent:
Emily Kessinger | Taxpayers Assoc. of Central Iowa
Art Wittmack | United Way
Clifford Leonard | Public

1. Call to Order
MPO Chair Joe Gatto called the April 8, 2020, meeting to order at 11:32 a.m. A quorum was present.

2. Roll Call
No members absent

3. Approval of Agenda
MOTION: A motion was made to approve the April 8, 2020, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.
MOTION CARRIED

4. Approval of Meeting Minutes
MOTION: A motion was made to approve the March Executive Committee meeting minutes as amended.
MOTION CARRIED

5. Presentation- Capital Crossroads Stormwater Management Work Products
MOTION: A motion was made to approve payment to the auditor.
MOTION CARRIED

6. FFY 2020-2023 Transportation Improvement Program Amendment
Staff presented. Recommend approval of the FFY 2020-2023 Transportation Improvement Program Amendment from the City of Des Moines.
MOTION: A motion was made to approve the FFY 2020-2023 Transportation Improvement Program Amendment from the City of Des Moines.

MOTION CARRIED

7. **FFY 2020-2023 Transportation Improvement Program Amendment**
   Staff presented. Recommend approval of the FFY 2020-2023 Transportation Improvement Program Amendment from the Iowa Department of Transportation.

   **MOTION:** A motion was made to approve the FFY 2020-2023 Transportation Improvement Program Amendment from the Iowa Department of Transportation.

   **MOTION CARRIED**

8. **Purple Heart Highway Update**
   Executive Director presented. Recommend approval for the Executive Director to execute a contract with HNTB to update the Iowa Highway 5/ US Highway 65 Freeway Corridor Interstate System Designation Summary Report.

   **MOTION:** A motion was made to approve the Executive Director to execute a contract with HNTB for the study update.

   **MOTION CARRIED**

9. **FFY 2024 Surface Transportation Block Grant (STBG) Program Funding Recommendations**
   Staff presented. Recommend approval of the award recommendations for the FFY 2024 STBG funding.

   **MOTION:** A motion was made to approve the award recommendations for the FFY 2024 STBG funding.

   **MOTION CARRIED**

10. **Water Trails Update**
    Executive Director presented. Report and discussion only.

11. **Des Moines Transload Facility**
    Staff presented. Report and discussion only.

12. **State Legislative Update**
    Staff presented. Report and discussion only.

13. **Upcoming Events**
    Staff presented. Report only.

14. **Approval of the Policy Committee Agenda**
    **MOTION:** A motion was made to approve the Policy Committee Agenda as amended regarding the Audit RFP.

    **MOTION CARRIED**

15. **Other Non-Action Items**
    none

16. **Next Meeting Date**
    May 13, 2020 beginning at 11:30 (virtual meeting format)

17. **Adjournment**
    Hearing no objection to the contrary, the Chair adjourned the Executive Committee meeting at 12:39 p.m.
ISSUE: Contracts and Expenses

Consent and VOTE: Consider approval of the following expenses in accordance with the MPO’s proposed policies and procedures regarding contracts and expenses.

BACKGROUND:

Below are expenses that exceed the limits set by the MPO’s policy and procedures regarding expenditures and require the Executive Committee’s approval.

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>PURPOSE</th>
<th>NOTES/INFORMATION</th>
<th>AMOUNT REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Record</td>
<td>CRE Trends &amp; Issues Forum</td>
<td>Co-sponsor with Polk County Housing Trust Fund</td>
<td>$8,500.00 MPO Share ($4,250.00)</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

Approve payment of the Business Record invoice in the amount of $8,500.00 and invoice Polk County Housing Trust for $4,250.00.

STAFF CONTACT:

Todd Ashby, Executive Director
(515) 334-0075
ISSUE: _Federal Fiscal Year 2020-2023 Transportation Improvement Program Amendment Request_

REPORT and VOTE: Report regarding an amendment to the _Federal Fiscal Year 2020-2023 Transportation Improvement Program_ to adjust funding for transit programs; consider approval.

BACKGROUND:

The Des Moines Area Regional Transit Authority (DART) is seeking an amendment to the _Fiscal Years 2020-2023 Transportation Improvement Program_ (TIP) to adjust funding for the following programs:

- New Maintenance Facility (5115)
- Rideshare Vehicles (1046) and Computer Hardware (1030)
- Heavy Duty Buses (3866) and Preventive Maintenance (1020)
- Small Buses (4292), Facility A&E (1024), and ADA Paratransit (1021)

The details of adjustments to each program is included on the following pages. They are grouped to indicate how the funds are being moved between the programs.

RECOMMENDATION:

_Approve the _Federal Fiscal Years 2020-2023 Transportation Improvement Program_ amendment request._

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org
(515) 334-0075
<table>
<thead>
<tr>
<th>Sponsor:</th>
<th>DART</th>
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<tbody>
<tr>
<td>Project:</td>
<td>New Maintenance Facility - 5115</td>
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<tr>
<td>Federal Aid Amount:</td>
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<tr>
<td>Total Cost:</td>
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<tr>
<td>Type of Funding:</td>
<td>FTA 5339 Discretionary and Formula</td>
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<tr>
<td>TIP Projects Modifications:</td>
<td>Revise funding to match grant awards, adjust federal/local split</td>
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<td>Change:</td>
<td>Increase total budget by $1,193,750</td>
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<tr>
<th>Sponsor:</th>
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<tr>
<td>Project:</td>
<td>Rideshare Vehicles - 1046</td>
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<tr>
<td>Federal Aid Amount:</td>
<td>$548,000.00</td>
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<tr>
<td>Total Cost:</td>
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<td>Type of Funding:</td>
<td>FTA 5307 Formula</td>
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<tr>
<td>TIP Projects Modifications:</td>
<td>Decrease vehicle replacements</td>
</tr>
<tr>
<td>Change:</td>
<td>Decrease total budget by $170,000</td>
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<tbody>
<tr>
<td>Project:</td>
<td>Computer Hardware - 1030</td>
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<td>Increase from reductions in 1046 above</td>
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<tr>
<td>Change:</td>
<td>Increase total budget by $170,000</td>
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<tr>
<td>Project:</td>
<td>Heavy-Duty Buses - 3866</td>
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<td>Total Cost:</td>
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<td>FTA 5307 &amp; 5339 Formula, STBG</td>
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<td>Adjust funding between sources and utilize prior year grant funds</td>
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<td>Change:</td>
<td>Decrease total budget by $175,000</td>
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<td>Sponsor:</td>
<td>DART</td>
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<td>---------------</td>
<td>-------------------------------------------</td>
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<td>Project:</td>
<td>Small Buses - 4292</td>
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<td>Federal Aid Amount:</td>
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<td>Type of Funding:</td>
<td>FTA 5307 and 5310 Formula</td>
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<td>TIP Projects Modifications:</td>
<td>Decrease vehicle replacements</td>
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<td>Change:</td>
<td>Decrease total budget by $375,000</td>
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<td>Sponsor:</td>
<td>DART</td>
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<td>Project:</td>
<td>Facility A&amp;E - 1024</td>
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<td>Federal Aid Amount:</td>
<td>$32,000.00</td>
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<td>Type of Funding:</td>
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<td>TIP Projects Modifications:</td>
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<td>Change:</td>
<td>Increase total budget by $250,000</td>
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<td>Project:</td>
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<tr>
<td>Change:</td>
<td>Increase total budget by $125,000</td>
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ISSUE: Fiscal Year 2021 Member Assessments

REPORT and OPTIONAL VOTE: Discussion regarding member assessments for Fiscal Year 2021.

BACKGROUND:

In light of the likely impact of COVID-19 on member governments budgets, staff has run a few potential scenarios for collecting assessments for FY 2021. These included the following:

- Collect member assessments as normal
- Provide a 25%, 50%, or 75% discount on assessments
- Waive member assessments

Included on the following page is an overview of how these scenarios impact the FY 2021 budget.

RECOMMENDATIONS:

Approve a scenario for collecting member assessments for FY 2021.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-0075
ISSUE: Fiscal Year 2021 Unified Planning Work Program and Budget

REPORT and VOTE: Consider approval of the Fiscal Year 2021 Unified Planning Work Program and budget.

BACKGROUND:

MPO staff has developed the Fiscal Year 2021 Unified Planning Work Program (FY 2021 UPWP) and budget, which documents all planning activities the MPO will perform from July 1, 2020, through June 30, 2021. The Iowa Department of Transportation (DOT) requires the UPWP to describe the MPO’s proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities. The MPO staff submitted a draft UPWP to the Iowa DOT in March for review, and a final UPWP is due to the Iowa DOT by June 1, 2020.

The final FY 2021 UPWP and budget is available to view on the MPO’s website (click to access).

RECOMMENDATIONS:

Approve the Fiscal Year 2021 Unified Planning Work Program and budget.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075
ISSUE: Project Coordination for I-80 Widening Project

REPORT: Update on the Iowa DOT’s plan to widen I-80 to six lanes between 60th Street and Grand Prairie Parkway.

BACKGROUND:

The Iowa DOT has initiated efforts to widen I-80 to six lanes between 60th Street and Grand Prairie Parkway. The original interstate plan identified this project in 2032; however, the updated plan advanced the project to 2023 due to the condition of the I-80 mainline bridges over the UP Railroad and I-80 pavement. The MPO staff was recently made aware of the project, and over the last month staff has coordinated with the Iowa DOT to review future traffic forecasts and potential impacts to consider in the project’s design. Additional information will be shared at the May meeting.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org; (515) 334-0075
ISSUE: Rail Revolving Loan and Grant Program Reimbursement Requests

REPORT: Update on the reimbursement requests through the Rail Revolving Loan and Grant (RRLG) program for the Des Moines Transload Facility.

BACKGROUND:

The Des Moines Area MPO is working with the Des Moines Industrial and the Iowa Department of Transportation to administer reimbursement requests from Des Moines Industrial for the Rail Revolving Loan and Grant funds. The total loan amount is $1.7 million and reimbursement requests to date are $383,843.03. The table below summarizes the status of reimbursement requests.

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<tr>
<th>Request Date</th>
<th>Amount Requested</th>
<th>Federal Share 80%</th>
<th>Retainage 10%</th>
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<td>1/28/2020</td>
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<td>2/20/2020</td>
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<td>4/23/2020</td>
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<td>$141,130.27</td>
<td>$14,113.03</td>
<td>$127,017.24</td>
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<td>TOTALS</td>
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<td>$426,492.26</td>
<td>$42,649.23</td>
<td>$383,843.03</td>
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</table>

Staff will continue to work with the Iowa DOT to process reimbursement requests as they are submitted by Des Moines Industrial and will keep the Executive Committee apprised of these requests.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org;
(515) 334-0075
ISSUE: Des Moines Transload Facility

REPORT: Update regarding the Des Moines Transload Facility.

BACKGROUND:

Staff is continuing to work with Des Moines Industrial, LLC, to develop the Des Moines Transload Facility. The following are the main topics that staff is working with the Federal Railroad Administration (FRA) and Des Moines Industrial, LLC, to complete:

- Environmental Assessment – the document is being finalized based on comments from the FRA’s legal sufficiency team. The document still must go through the public review process before a FONSI can be issued.
- Grant Agreement – MPO legal counsel is developing a sub-agreement with Des Moines Industrial for the BUILD grant.

Staff will provide a full update at the May meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075
ISSUE: Purple Heart Highway Update

REPORT: Update on progress towards designating Iowa Highway 5/US Highway 65 as an interstate.

BACKGROUND:

Over the last decade the MPO has pursued efforts to designate the US 65/Iowa 5 bypass as an interstate. At the MPO’s request and with funding from communities along the corridor, the Iowa DOT produced in 2012 the Iowa Highway 5/US Highway 65 Freeway Corridor Interstate System Designation Summary Report. This report outlined the potential improvements necessary for the interstate designation, including issues related to roadway design and safety, right-of-way access, and signage. The report also identified the need to address how to handle slow moving and/or overweight agricultural equipment.

Since the report’s publication the MPO and local stakeholders have worked to identify options to address the outstanding issues identified by the Iowa DOT, particularly the slow moving and overweight vehicle issues. The primary concern is that without an alternative to cross the Des Moines River, some farm operators would be unable to access some fields and/or grain elevators if they are unable to use the bypass.

Staff met with representatives of Farm Bureau in early March and had additional discussions with the DOT. The DOT recommended contracting with HNTB (who did the initial study) to update the Iowa Highway 5 / US Highway 65 Freeway Corridor Interstate System Designation Summary Report.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org;
(515) 334-0075
ISSUE: Water Trails Update

REPORT: Discussion regarding the execution of the BUILD Grant for Central Iowa Water Trails.

BACKGROUND:

In November, the Des Moines Area MPO was awarded a $25 million grant from the Better Utilizing Investments to Leverage Development, or BUILD, grant program of the U.S. Department of Transportation.

The grant is significantly accelerating the implementation of the Central Iowa Water Trails initiative, specifically a five-mile stretch of the Des Moines River including the mitigation of the Scott Avenue Dam and improvements at three neighborhood access points.

Snyder and Associates has been brought on as the owner’s representative and is providing weekly project updates. Notable progress includes:

- An online public meeting to collect public input on the project is underway through June 3rd at www.DMRAPrject.com.
- Schematic design is the key focus for the possible dam-modification projects.
- Concepts are being refined for the neighborhood access sites.

Staff will provide updates as part of the discussion.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org; (515) 334-0075
ISSUE: Legislative Issues Update

REPORT: Standing item to discuss Federal and State legislative issues.

BACKGROUND:
Standing item throughout the Iowa legislative session to allow the committee to discuss any legislative (federal or state) items of interest.

RECOMMENDATIONS:
None. Report and discussion only.

STAFF CONTACT:
Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075
ISSUE: Upcoming Events

REPORT: Report on upcoming events of regional interest.

BACKGROUND:

Staff will highlight upcoming events, trainings and other opportunities of interest to representatives of MPO member governments.

Next up in the Tomorrow Plan Speaker Series is Greg Shill, an associate professor at the University of Iowa College of Law. Shill has extensively researched the myriad local, state and federal laws that make driving “the price of first-class citizenship,” detailing his findings in a law review article and a magazine article in The Atlantic titled “Americans Shouldn’t Have to Drive, but the Law Insists on It.”

Please note: This event has been moved to virtual platform and registration is required.

DETAILS
Thursday, May 14
11:45 a.m. – Historical preview
12:00 p.m. – Keynote
Held via Zoom.
Registration required.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org
(515) 334-0075