

### **BOARD OF DIRECTORS**

Regular Meeting

January 4, 2022

## **AGENDA**

### **AGENDA**

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- 1. Call to Order
- 2. VOTE: Approval of Agenda
- 3. VOTE: Approval of Minutes
- 4. REPORT: EDD Designation Timeline
- 5. REPORT: Membership
- 6. REPORT: Staffing
- 7. REPORT: Grant Applications
- 8. Other Business
- 9. Adjournment

# **MINUTES**

#### **ATTENDANCE?**



#### **Confirmed Present**

Brenda Dryer

Don DeWaard

Jeff Davidson

**Brian Crowe** 

Deb Bengtson

Charlie Dissell

Carrie Kruse

Clyde Evans

Curtis Brown

#### **Confirmed Absent**

Amanda Accola

Lorin Ditzler

Derek Lord

Deven Markley

# Unconfirmed Attendance

Mike Hammond

Greg Piklapp

**Butch Ostrander** 

Kyle Michael

Brandon Talsma

Tanya Michener

Heather Ussery

Dylan Morse

Carla Eysink

Leanne Harter

John Norris

Rachel Gocken

Alex Lynch

Wade Wagoner

Joe Mrstik

Mark Jackson

Hollie Zajicek

#### VIRTUAL VOTES

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Jeff Davidson

Charlie Dissell

Derek Lord

Kyle Michel

Amanda Accola

Rachel Gocken

Curtis Brown

Brenda Dryer

Deb Bengtson

Clyde Evans

Carrie Kruse

Tanya Michener

Hollie Zajicek

John Norris

Don DeWaard

Wade Wagoner

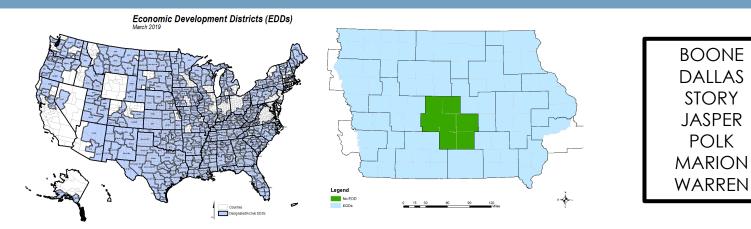
Brandon Talsma

Greg Piklapp

## **TIMELINE**

#### **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.

## PHASE 1: Weigh support



#### PHASE 2: Create entity



#### PHASE 3: Designation



# PHASE 4: Launch Operations

#### November to February

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

#### March to August

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

#### • Fall 2021

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

#### • 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.

### **CEDS ACCEPTED**

Received notice December 9 that the Comprehensive Economic Development Strategy has been accepted.

- Helpful to grant applications
- Needs to be updated (just slightly) this year to get on EDA's 5-year review cycle for lowa and Montana.



United States Department of Commerce Economic Development Administration Denver Regional Office 1244 Speer Boulevard, Suite 431 Denver, Colorado 803na

Todd Ashby, Executive Director Mid-Iowa Planning Alliance for Community Development 420 Watson Powell Ir. Way #200 Des Moines, IA 50309

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 conversions of EDA's programs your organization of EDA's programs of the conversion of EDA's programs — the Conquestion Exconomic Development Strategy. You improposit work engages community leader by private sector and exhibitions a blueprint for example community leader of the private sector and exhibitions a blueprint for an extra production of the private sector and exhibitions as the private sector and exhibition resulting in a strategy-driven plant for regional economic development.

We have reviewed and accepted your CEDS document and encourage you to continue to use it as a tool for the Mid-lowa Planning Alliance for Community Development (MIPA) region. Please a tool for the Mid-lowa Planning Alliance for Community Development (MIPA) region. Please note that the common development district and Marie and the final detailed and the Planning program is required to prepare a full morries to the final detailed and expensive properties of the control of the planning program is required to district the control of the common co

- Keap your undistnee 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 un in-depth analysis. Extremely busy readers, us an elected officials or business common propriate a shorter version of the documents are overview, with a reference explaining where to go for find the more comolect version. Overview, with a
- MIPA worked settensively 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 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 wave. eds, gove eds/content. You are encouraged to use this tool in the preparation and evaluation of you must Five-Year CED document which is due to EDA on September 30, 2022. Should you have any questions, please contact Daniel Kojetin. Economic Specialist at disposition eds gov or Alex Smith, Economic Development Representative at ASmith [2nd agov.]

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

DOG

Economic Development Specialist

### **NEXT STEPS**

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Preparing application for EDA "Partnership Program" Grant

- Anticipating for formal invitation to apply soon
- Anticipated start: April 1, 2022

## **MEMBERSHIP**

# **Membership Benefits**

- Grant writing & administration
- Regional planning, i.e. Comprehensive Economic Development Strategy (CEDS)
- Membership support, e.g., technical assistance, map-making, local planning
- Option to contract with MIPA for local planning, such as comprehensive plans, zoning updates, or urban renewal plans
- Local project listed in the Mid-Iowa Comprehensive Economic Development Strategy (CEDS)



# **Funding and Dues**



#### Federal "Partnership Program" Grant

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

#### Membership Dues

- 15 cents / capita annually for member jurisdictions
- Pro-rated for 15 months for starting period (April 1, 2022 June 30, 2023)
- Future rates may be adjusted by board of directors

# **Membership Enrollment**

- Published Membership page on website with all key information, including:
  - Background
  - Services
  - Benefits
- Funding & Dues
- Rate Sheet
  - Bylaws
- Sent letters and emails to eligible jurisdictions
  - 89 cities & 7 counties
  - Addressed to Mayor or Chair of Board
- Responding to inquiries as they are received
- Making additional outreach to jurisdictions as needs are identified

### **Confirmed Commitments to Date**

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Ankeny Indianola Polk County

Carlisle Melcher-Dallas Van Meter

Des Moines Milo West Des Moines

Elkhart Prairie City Zearing

Hartford

- Several other jurisdictions have indicated they would likely join.
- Discussions scheduled with Adel, Pleasant Hill, Jasper County.
- \$76,100 committed toward \$87,500 needed for first 15 months.

### **Discussion**

- Any updates from the board?
- Any communities we should be directing our outreach toward?

# **Next Steps**

- Continue outreach as needed through end of enrollment period on February 15
- After enrollment period ends, work with member jurisdictions to appoint members to the board and executive committee

# **STAFFING**

# **MPO / MIPA Contract**



Staff has been consulting with EDA staff to develop the framework for a grant-eligible staffing plan.

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

# **Next Steps**

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- Review MIPA / MPO contract at next meeting
  - Date TBD, during "Other Business" (February?)
- Delegate hiring to Executive Director
- Complete hiring process in March
- Anticipated start date: April 1

### **GRANT APPLICATIONS**

#### **AMERICAN RESCUE PLAN**

- Continue working with a handful of jurisdictions on potential applications.
- ISU and DMACC are also pursuing grant applications, using CEDS.



# OTHER BUSINESS

### **Bank Account**

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- Established a bank account for MIPA at Bankers Trust
- Same bank as Central Iowa Regional Transportation Planning Alliance (CIRTPA)
- Staff has had good experience



# **Next Meetings**



Staff recommends meeting more frequently for next few months, due to several upcoming decisions.

- Partnership Program application, including work program and staffing plan
- MIPA / MPO contract
- Hiring planner

Recommending monthly at "usual" time of 10 a.m. on first Tuesdays (Feb. 1, March 1, April 5)

### **ADJOURNMENT**

Thank you!

#### Todd Ashby, CEO tashby@dmampo.org 515-334-0075

Andrew Collings acollings@dmampo.org 515-334-0075

Gunnar Olson golson@dmampo.org 515-334-0075