

**Mid-Iowa Planning Alliance for Community Development
Executive Committee**

**10 a.m., Friday, September 29, 2023
420 Watson Powell Jr. Way Suite 200
Des Moines, IA 50309
Online Meeting Link Option : Zoom**

[Click here to join the meeting](#)

Meeting ID: 874 1335 5964

TENTATIVE

1. **Call to Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 2
 - Consider approval of the May 5th, 2023, meeting minutes.
4. **REPORT and VOTE: Des Moines Area MPO Invoice to MIPA for the 4th Quarter of Fiscal Year 2024**..... Page 3
 - Report on the MPO's Invoice to MIPA for the 4th Quarter of Fiscal Year 2023; consider approval.
5. **REPORT and VOTE: CDBG Administration Contract**..... Page 4
 - Report on the CDBG administration contract with the City of Indianola; consider approval.
6. **PRESENTATION: US EPA Climate Pollution Reduction Grant Program Presentation**..... Page 5
 - Presentation from Polk County Public Works staff on the US EPA Climate Pollution Reduction Grant program recently awarded to Polk County on behalf of the Des Moines MSA region.
7. **REPORT: MIPA Bylaws**..... Page 6
 - Report on the proposed changes to MIPA's Bylaws.
8. **REPORT: MIPA Request for Information Response**..... Page 7
 - Report on the responses received to MIPA's Request for Information (RFI).
9. **REPORT: Central Iowa Regional Transportation Planning Alliance Administration** Page 8
 - Report on the interest from CIRTPA for organizational administration.
10. **Other Non-Action Items of Interest to the Committee**
11. **Next Meeting Date**
 - The next meeting date is at 10:00 a.m., Friday, October 27, 2023, hybrid meeting.
12. **Adjournment**

ISSUE: Meeting Minutes

VOTE: Staff overview of the May 5th, 2023 MIPA Board meeting minutes.

BACKGROUND:

[Click here for a copy of the May 5th, 2023 MIPA Board meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the May 5th, 2023, MIPA Board meeting.

STAFF CONTACT:

Andrew Collings
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515.334.0075

ISSUE: Des Moines Area MPO Invoice to MIPA for the 4th Quarter of Fiscal Year 2024

REPORT and VOTE: Report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Invoice to MIPA for the 4th Quarter of Fiscal Year 2023.

BACKGROUND:

The MPO bills MIPA for work conducted on MIPA's behalf on a quarterly basis. The MPO's 4th Quarter Fiscal Year 2023 Invoice covers work conducted for the period beginning April 1, 2023 through June 30, 2023. If approved, MIPA staff will proceed with reimbursing the MPO.

[Click here for a copy of the MPO 4th Quarter Fiscal Year 2023 Invoice.](#)

RECOMMENDATION:

Approve payment to the Des Moines Area Metropolitan Planning Organization for the 4th Quarter of Fiscal Year 2023, April 1, 2023 through June 30, 2023.

STAFF CONTACT:

Andrew Collings
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515.334.0075

ISSUE: CDBG Administration Contract

REPORT and VOTE: Report on the CDBG administration contract with the City of Indianola

BACKGROUND:

The City of Indianola has hired MIPA to provide CDBG administration services for the proposed downtown façade project. If the application to IEDA is approved, MIPA would move forward as the administrator for the project.

[Click here for a copy of the proposed contract with the City of Indianola.](#)

RECOMMENDATION:

Approve the proposed contract with the City of Indianola for CDBG Administration Services for \$30,000.

STAFF CONTACT:

Andrew Collings
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515.334.0075

ISSUE: US EPA Climate Pollution Reduction Grant Program Presentation

PRESENTATION: Presentation from Polk County Public Works staff.

BACKGROUND:

The EPA Climate Pollution Reduction Grants (CPRG) program will provide grants to states, local governments, tribes, and territories to aid the development and implementation of plans for reducing greenhouse gas emissions and other harmful air pollution. Section 60114 of the Inflation Reduction Act provides an investment of \$5 billion to support efforts by states, municipalities, air pollution control agencies, tribes, and groups thereof to develop and implement robust and local greenhouse gas reduction strategies. This two-staged grant program provides funding of \$250 million for non-competitive planning grants and \$6 billion for competitive implementation grants.

The CPRG program is designed to provide flexible support to states, local governments, tribes, and territories regardless of where they are in their climate planning and implementation process. Planning funds can be used to update existing climate, energy, or sustainability plans, or to develop new plans.

Under the cooperative agreements addressed by this guidance, funding recipients will need to produce and submit three key deliverables (in addition to meeting standard grant reporting requirements) over the course of the four-year program period running to 2027:

- A Priority Climate Action Plan (PCAP), due in early 2024;
- A Comprehensive Climate Action Plan (CCAP), due 2 years from the date of the award;
- A Status Report, due at the close of the 4-year grant period.

Phase II Implementation grants will be awarded through a competitive process to implement measures contained in plans developed with planning grants. Entities included in, or covered by, such plans will be eligible to apply for implementation funding.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; (515) 334-0075, and;

Allison van Pelt, allison.vanpelt@polkcountyiowa.gov; 515-954-8199.

ISSUE: MIPA Bylaws

REPORT: Report on the process to update MIPA's Bylaws.

BACKGROUND:

MIPA's Bylaws were initially created with the knowledge that they might need to be amended once the organization had been operating for an extended period of time. The Bylaws were amended at the June MIPA Board Meeting to adjust quorum requirements. At that meeting, the MIPA Board indicated a desire to continue to review needed changes to the Bylaws.

Three Board Members volunteered to review the Bylaws and propose changes. The Bylaws Committee consists of:

- Len Murray;
- Linda Murken; and
- Gerald Buydos

The Bylaws Committee has met twice, in conjunction with staff, to review and update MIPA's Bylaws. The updated Bylaws have been sent to legal for review. Once comments have been received, the Bylaws Committee will meet to make a recommendation to the MIPA Executive Committee.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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ISSUE: MIPA Request for Information Response

REPORT: Report on the responses received to MIPA's Request for Information.

BACKGROUND:

MIPA staff developed a Request for Information (RFI) that was distributed to all member communities and other regional partners such as DMACC, Grand View, and ISU in early June. Responses were requested to be submitted by July 7.

MIPA staff received two responses, one from Wade Wagoner offering supplemental staffing support and one from Story County offering office space, general payroll and benefits administration, and access to printing and software services. Accounting and budgeting support were not included in the response.

[Click here for a copy of the RFI.](#)

[Click here for copy of the RFI responses](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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ISSUE: Central Iowa Regional Transportation Planning Alliance Administration

REPORT: Report on the Central Iowa Regional Transportation Planning Alliance's (CIRTPA) interest in administration from CIRTPA.

BACKGROUND:

At the May CIRTPA meeting, CIRTPA staff provided an MPO update to CIRTPA members. Several Board Members asked a variety of questions regarding the future of the MPO and the nature of the relationship between the MPO and CIRTPA.

Following that meeting, CIRTPA staff contacted the Iowa DOT and collected information on the contract for administration between the MPO and CIRTPA. At the July CIRTPA meeting, staff presented the available information and an Administration Subcommittee was established to explore administrative options available to CIRTPA. The first meeting of that committee is scheduled for October 4.

Early indications suggest that should CIRTPA wish to secure different administration services, that MIPA will be the entity that CIRTPA would request services from. The following is some basic information of CIRTPA:

CIRTPA is a 28E organization of Counties and Cities within the Central Iowa Region outside of the Des Moines and Ames MPO Planning Areas.

- CIRTPA was created in 1994 by the Iowa DOT as a transportation planning organization, and is the designated Regional Planning Affiliation (RPA) for Boone, Story, Dallas, Polk, Jasper, Marion, Madison, and Warren counties.
- CIRTPA receives over \$7 million a year in federal transportation dollars, the second most amount of funding of any MPO or RPA in the state besides the Des Moines Area MPO. The FY 2024 budget is \$153,523, of which \$134,523 is for staffing and administrative costs.
- CIRTPA's website can be found [HERE](#)

RECOMMENDATION:

None. Report and discussion only.

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