

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

10 am Monday, January 27, 2025  
420 Watson Powell Jr. Way, Suite 200  
Des Moines, IA 50309

The Executive Committee (the “Board”) of the Mid-Iowa Planning Alliance for Community Development (“MIPA”) held a hybrid in-person/virtual meeting at 10am January 27, 2025. Notice of the meeting, including a meeting agenda, was delivered to Executive Committee members in accordance with MIPA bylaws.

**ATTENDANCE**

**MIPA Board Members Present:**

Brenda Dryer, Chair  
Craig Armstrong  
Anthony Brown  
Jennifer Brown  
Shawn Bryant  
Gerald Buydos  
Jeff Davidson  
Aaron DeJong  
Carla Eysink  
Rachel Gocken  
Margert Liston  
Ryan Moffatt  
Luke Parris  
Greg Piklapp  
Wade Wagoner

**Staff Present:**

Andrew Collings  
Lucas Young

**MIPA Board Members Absent:**

Linda Murken, Vice-Chair  
Glenn Lyons, Secretary/Treasurer  
Stacy LoVan  
Steve Schainker  
Rachel Wacker

**Other Attendees**

**1. Call to Order:**

Chair Dryer called the meeting to order at 2:03 pm. A quorum was present.

**2. Vote – Approval of the Agenda:**

**MOTION:** A motion was made by DeJong to approve the January 27<sup>th</sup>, 2025 MIPA Executive Committee meeting agenda. Seconded by Gocken.

**MOTION CARRIED**

**3. Vote – Approval of Meeting Minutes:**

**MOTION:** A motion was made by Armstrong to approve the December 16<sup>th</sup>, 2025 MIPA Executive Committee meeting minutes. Seconded by Piklapp.

**MOTION CARRIED**

**4. Report and Vote – Invoices and Contracts:**

Collings reported on the contracts with the City of Huxley, City of Nevada, and City of Norwalk. Discussion ensued.

**MOTION:** A motion was made by Moffatt to approve contracts with the City of Huxley, City of Nevada, and City of Norwalk as presented. Seconded by DeJong. Gocken, Dryer, and Parris abstained.

**MOTION CARRIED**

**5. Report and Vote: Financial Statement:**

Collings reported on the July-December 2024 Transaction List and December Balance Sheet. Discussion ensued.

**MOTION:** A motion was made by Gocken to approve the Financial Statement as presented. Seconded by Armstrong.

**MOTION CARRIED**

**6. Report and Optional Vote: New Office Space Lease:**

Collings reported on the proposed office space lease. Discussion ensued.

**MOTION:** A motion was made by Buydos to approve the proposed office space lease. Seconded by Moffatt.

**MOTION CARRIED**

**7. Report and Optional Vote: Office Space Improvements:**

Collings reported on the proposed office space improvements quotes. Discussion ensued.

**MOTION:** A motion was made by Buydos to approve the low bid from Vincent General Contracting for \$13,500.00. Seconded by Liston.

**MOTION CARRIED**

**8. Report and Optional Vote: Clean Cities Coalition Host Solicitation:**

Collings reported on the proposed submittal of a Clean Cities Coalition Host Response to the solicitation sought from the Iowa Clean Cities Coalition. Discussion ensued.

**MOTION:** A motion was made by Buydos to approve the submittal of a Clean Cities Coalition Host Response. Seconded by Gocken.

**MOTION CARRIED**

**9. Other Non-Action Items of Interest to the Committee:**

None

**10. Next meeting Date**

TBD

**11. Adjournment:**

Chair Dryer declared the meeting adjourned at 10:29 pm