



Mid-Iowa Planning Alliance for  
Community Development  
939 Office Park Road · Suite 306  
West Des Moines, IA 50265 · 515-304-3524  
[www.midiowaplanning.org](http://www.midiowaplanning.org)

## Mid-Iowa Planning Alliance for Community Development

### Executive Committee Meeting 4:30 p.m., Tuesday, March 11, 2025

#### In person:

939 Office Park Road  
Suite 306  
West Des Moines, IA 50265

#### Virtual:

Go To Meeting  
[Click here to join the meeting](#)

#### Phone:

Phone #: (872) 240-3212  
Meeting ID: 760-911-109

### Tentative Agenda

1. Call to Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes ..... Page 2
  - Consider approval of the February 19<sup>th</sup>, 2025 meeting minutes.
4. REPORT and VOTE: Financial Statements ..... Page 3
  - Report on the financial statements; consider approval.
5. REPORT and OPTIONAL VOTE: Iowa Clean Cities Coalition Host Grant Application ..... Page 4
  - Report on the proposed Iowa Clean Cities Coalition Host Grant Application; consider approval.
6. REPORT: FY 2026 Budget Draft..... Page 6
  - Report on the FY 2026 Budget Draft.
7. Other Non-Action Items of Interest to the Committee
8. Next Meeting Date
  - Monday, April 21<sup>st</sup> at 2 PM
9. Adjournment



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**March 2025**

**Item No. 3**

**ISSUE: Meeting Minutes**

VOTE: Consider approval of February 19<sup>th</sup>, 2025, MIPA Executive Committee meeting minutes.

**BACKGROUND:**

A copy of the February 19<sup>th</sup>, 2025 MIPA Executive Committee meeting minutes will be provided prior to the meeting.

**RECOMMENDATION:**

Approve the minutes of the February 19<sup>th</sup>, 2025, MIPA Executive Committee meeting.

**STAFF CONTACT:**

Andrew Collings  
[acollings@midiowaplanning.org](mailto:acollings@midiowaplanning.org)  
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**March 2025**  
**Item No. 4**

**ISSUE: Financial Statements**

REPORT and VOTE: Report on the Financial Statements; consider approval.

**BACKGROUND:**

MIPA staff continually tracks MIPA's finances and prepares monthly statements detailing the financial status of the organization.

A copy of the January-February 2025 Transaction List will be provided prior to the meeting

A copy of the February Balance Sheet will be provided prior to the meeting

**RECOMMENDATION:**

Approve the Financial Statements.

**STAFF CONTACT:**

Andrew Collings  
[acollings@midiowaplanning.org](mailto:acollings@midiowaplanning.org)  
515.304.3524

**March 2025  
Item No. 5**

**ISSUE: Iowa Clean Cities Coalition Host Grant Application**

REPORT and OPTIONAL VOTE: Report on the proposed Iowa Clean Cities Coalition Host Grant Application; consider approval.

**BACKGROUND:**

Clean Cities and Communities (CC&C) is a U.S. Department of Energy (DOE) partnership to advance clean transportation nationwide. More than 75 DOE-designated CC&C coalitions work locally in urban, suburban, and rural communities to strengthen the nation's environment, energy security, and economic prosperity.

Until recently, the Iowa Clean Cities Coalition (ICCC) was hosted by the Iowa Economic Development Authority. However the State of Iowa has decided to step away from that role. The DOE and ICCC working group members worked together to craft a Host Solicitation to identify a potential new host for the program.

[Click here for a copy of the Host Selection Solicitation](#)

[Click here for a link to the IEDA CCC webpage](#)

At the January meeting, the MIPA Executive Committee approved of staff responding to the ICCC host solicitation, which was due on January 31. MIPA was subsequently selected as a finalist and Staff was interviewed on February 18. Last week, MIPA was selected to be the host entity.

[Click here for a link to the Notification Email](#)

Staff from the U.S. Department of Energy (DOE) National Energy Technology Laboratory (NETL) has reached out to provide the required documentation to receive the 2025 CCC funding. The award is scheduled to start on April 1 with a yearly amount of between \$115-\$123k to provide the required services.

Applications are due by March 12 to NETL to secure funding by April 1. MIPA Staff was advised that funding is not guaranteed and is subject to approval.

If approved by the Executive Committee, MIPA Staff would begin searching for an additional staff person to fulfill the requirements for the ICCC grant. This position would be tied to the ICCC grant and would be eliminated should federal funding be lost.



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Benefits of MIPA staffing the ICCC and serving as the host agency include:

- Providing a requested service for MIPA communities
- Having additional staff expertise and staff capacity for related projects
- Increasing regional and statewide coordination on alternative energy sources
- Providing additional revenue for the organization

**RECOMMENDATION:**

Approve of MIPA serving as the host entity for the Iowa CCC and the application for funding to the DOE NETL.

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**March 2025**  
**Item No. 6**

**ISSUE: FY 2026 Budget Draft**

REPORT: Report on the FY 2026 Budget Draft.

**BACKGROUND:**

Staff has developed the Fiscal Year 2026 Budget Draft which documents all expected income and expenses MIPA will have from July 1, 2025, through June 30, 2026.

A copy of the FY26 Draft MIPA Budget will be provided prior to the meeting

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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