



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

Mid-Iowa Planning Alliance for Community Development

Executive Committee Meeting 2 p.m., Monday, July 21, 2025

In person:

420 Watson Powell Jr Way
Suite 200
Des Moines, IA 50309

Virtual: Teams

[Join the meeting now](#)
Meeting ID: 284 258 898 572 9
Passcode: KQ2w2qK6

Tentative Agenda

1. Call to Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes.....Page 2
 - Consider approval of the May 19, 2025 meeting minutes.
4. REPORT and VOTE: Financial Statements.....Page 3
 - Report on the financial statements; consider approval.
5. REPORT and VOTE: Invoices and Contracts.....Page 4
 - Report on invoices and contracts for MIPA; consider approval.
6. REPORT and VOTE: Administrative Approval of WIOA Title 1 ExpensesPage 6
 - Report on the administrative approval of WIOA Title 1 expenses; consider approval.
7. REPORT and VOTE: Investment Policy.....Page 7
 - Report on the proposed MIPA Investment Policy; consider approval.
8. REPORT and VOTE: Additional Signatory on Checks.....Page 8
 - Report on the proposed additional signatory on checks; consider approval.
9. REPORT and VOTE: FY 2026 Budget Amendment.....Page 9
 - Report on the proposed amendment to the FY 2026 budget; consider approval.
10. REPORT: MIPA Designation as a Council of GovernmentsPage 10
 - Report on MIPA seeking Council of Governments designation by the State of Iowa.
11. Other Non-Action Items of Interest to the Committee
12. Next Meeting Date
 - Monday, August 18th at 2 PM
13. Adjournment



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July 2025
Item No. 3

ISSUE: Meeting Minutes

VOTE: Consider approval of the May 19th, 2025, MIPA Executive Committee meeting minutes.

BACKGROUND:

[Click here for a copy of the May 19th, 2025 MIPA Executive Committee meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the May 19th, 2025, MIPA Executive Committee meeting.

STAFF CONTACT:

Andrew Collings
acollings@midiowaplanning.org
515.304.3524



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July 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.

[Click here for a copy of the June 2025 Transaction List](#)

[Click here for a copy of the Budget vs Actuals FY 2025](#)

[Click here for a copy of the Statement of Activity Year End including MHIP](#)

[Click here for a copy of the Statement of Activity Year End not including MHIP](#)

[Click here for a copy of the MIPA Statement of Financial Position for June 2025 not including MHIP](#)

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACT:

Andrew Collings
acollings@midiowaplanning.org
515.304.3524

July 2025
Item No. 5

ISSUE: Invoices and Contracts

REPORT and VOTE: Report on invoices and contracts; consider approval.

BACKGROUND:

Contract: Great River Corridor Collaboration - \$80,000 *Revenue

Related to the Iowa Clean Cities Coalition (ICCC) designation, funding to continue work related to the ICCC mission.

[Click here for a copy of the Great River Corridor Collaboration Contract](#)

Contract: Central Iowa PY25 WIOA Local Grant Recipient Agreement with Iowa Workforce Development- \$2,050,561 * Revenue

WIOA Title 1 workforce program year funding on behalf of the Central Iowa Local Workforce Development Board (CILWDB).

[Click here for a copy of the Iowa Workforce Development Contract](#)

Contract: National Able Network - \$1,292,730 *Expense

Adult and dislocated worker program provider funding. This was a contract the CILWDB previously had.

[Click here for a copy of the National Able Network Contract](#)

Contract: YSS - \$838,000 *Expense

Youth program provider funding. This was a contract the CILWDB previously had.

[Click here for a copy of the YSS Contract](#)

Contract: Thomas Diehl, CPA - \$5,000 (estimated) *Expense

CPA availability for the CILWDB. This was a contract the CILWDB previously had.

[Click here for a copy of the Thomas Diehl Contract](#)

Contract: Human Capital Strategies and Solutions - \$7,000 (estimated) *Expense

Services needed to meet WIOA Title 1 funding. This was a contract the CILWDB previously had.

[Click here for a copy of the Human Capital Strategies and Solutions Contract](#)



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RECOMMENDATION:

Approve the proposed invoices and contracts.

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**July 2025
Item No. 6**

ISSUE: Administrative Approval of WIOA Title 1 Expenses

REPORT and VOTE: Report on the administrative approval of WIOA Title 1 expenses; consider approval.

BACKGROUND:

The National Able Network and YSS provide the Title 1 services as sub-recipients of MIPA and the CILWDB. Due to the timing of funding submittals, it would be necessary for the MIPA Executive Committee to meet two times a month to approve the reimbursement of funding according to the existing policy.

Staff is requesting the ability to administratively approve WIOA Title 1 reimbursement requests from those two agencies subject to all rules, regulations, and requirements of the Department of Labor, Iowa Workforce Development, and the contract with MIPA.

RECOMMENDATION:

Approve of staff administratively approving program related expenses for WIOA Title 1 providers.

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Item No. 7

ISSUE: Investment Policy

REPORT and VOTE: Report on the proposed MIPA Investment Policy; consider approval.

BACKGROUND:

As MIPA continues to grow and diversify the types of assistance and programming it provides member communities, a formal policy on how MIPA invests funds is needed. The proposed Investment Policy was developed to meet the requirements of Iowa Code Chapter 12B and Chapter 12 C, the investment of public funds.

[Click here for a copy of the proposed Investment Policy.](#)

RECOMMENDATION:

Approve the proposed Investment Policy.

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Item No. 8

ISSUE: Additional Signatory on Checks

REPORT and VOTE: Report on the proposed additional signatory on checks; consider approval.

BACKGROUND:

MIPA Staff has been working with Denman, MIPA's auditor, to remove the segregation of duties finding from the FY 2024 Audit for future audits. One item is to have two signatories on all checks issued by MIPA and affiliate organizations.

Staff is proposing to add Lucas Young as a signatory on all checks for MIPA and affiliate organizations to meet the auditor's requirements.

RECOMMENDATION:

Approve of Lucas Young being a signatory on checks.

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**July 2025
Item No. 9**

ISSUE: FY 2026 Budget Amendment

REPORT and VOTE: Report on the proposed amendment to the FY 2026 budget;
consider approval.

BACKGROUND:

Since the Board of Directors meeting in June, MIPA has seen its funding increase with the release of the EDA Planning Grant. These funds, \$70k, were not included in the original budget that was approved.

Due to the increase in workload associated with the new funding, the proposed budget amendment would add funding to hire an additional planner to complete general planning activities associated with assisting member communities.

[Click here for a copy of the existing FY 2026 Budget](#)

[Click here for a copy of the proposed FY 2026 Budget Amendment](#)

RECOMMENDATION:

Approve the proposed FY 2026 Budget Amendment.

STAFF CONTACT:

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July 2025
Item No. 10

ISSUE: MIPA Designation as a Council of Governments

REPORT: Report on MIPA seeking Council of Governments designation by the State of Iowa.

BACKGROUND:

Created more than 45 years ago, Iowa's Councils of Governments (COGs) provide professional planning, programming, and technical assistance to Iowa's cities, counties, businesses, community organizations and Iowans of all ages.

COGs are organizations formed by counties and cities to serve local governments and their regional citizenry. Their governing boards are made up of local elected officials, business and education leaders, economic development professionals, and individual citizens.

COGs are officially recognized and governed by Chapter 28H of the Code of Iowa. Currently, the only 7 counties not officially recognized as being part of a COG are the 7 counties that comprise the MIPA region.

Duties of COGs as listed in Chapter 28H include:

- Provide planning services or technical assistance to the region defined in section 28H.1
- Coordinate regional community development planning to assist community development and planning
- Coordinate delivery of community development programs and services with local, state, and federal programs and activities
- Prepare a regional community development plan which shall be updated annually

Benefits of MIPA being designated a COG include:

- Additional funding from the State of Iowa. The estimated amount, if not increased by the legislature, is ~\$18k a year.
- Official recognition would allow MIPA to participate in statewide initiatives that utilize the COG network such as 5-2-1-0 Healthy Choices. This would increase the types of services MIPA could provide member communities.
- Being a COG would allow MIPA access to the Iowa Public Agency Investment Trust (IPAiT), which provides investment services specifically for Iowa

governments and governmental entities. This would improve MIPA's ability to invest operating and reserve funding and meet Iowa Code requirements in investing public funds.

- MIPA staff would gain access to the Iowa Public Employees' Retirement System (IPERS) which would improve staff recruitment and retention
- MIPA would be treated as a 28E organization in state law which would allow MIPA to more effectively work with local governments

To be designated a COG, the State of Iowa Legislature would need to amend Chapter 28H to add MIPA to the list of COGs. Staff has been conducting research into what additional steps would be needed but additional conversations with legislators will be necessary.

RECOMMENDATION:

None. Report only.

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