



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

REVISED

Executive Committee Meeting
2 p.m., Monday, April 20, 2026

In person:

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

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. REPORT: March Meeting Minutes ..... Page 2
4. REPORT and VOTE: Financial Statements ..... Page 3
5. REPORT and VOTE: Invoices and Contracts ..... Page 4
6. REPORT and VOTE: MIPA Officers Election ..... Page 5
7. REPORT and VOTE: GreenState Insured Sweep Account ..... Page 6
8. REPORT: FY 2027 Budget Draft ..... Page 7
9. REPORT: MIPA 501(c)3 Designation ..... Page 9
10. Other Non-Action Items of Interest to the Committee
11. Next Meeting Date
12. Adjournment



**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)

**April 2026  
Item No. 3**

**ISSUE: Meeting Minutes**

REPORT: Report on the March 12, 2026, MIPA Executive Committee meeting minutes.

**BACKGROUND:**

[Click here for a copy of the March 12, 2026 MIPA Executive Committee meeting minutes.](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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



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)

**April 2026**  
**Item No. 4**

**ISSUE: Financial Statements**

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

**BACKGROUND:**

MIPA staff continuously monitors the organization’s finances and prepares monthly statements summarizing its financial status.

Copies of the March 2026 Financial Statements and Bank Reconciliations will be provided prior to the meeting.

**RECOMMENDATION:**

Approve the Financial Statements.

**STAFF CONTACT:**

Ethan Wherry  
[ewherry@midiowaplanning.org](mailto:ewherry@midiowaplanning.org)  
515.304.3524



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)

**April 2026**  
**Item No. 5**

**ISSUE: Invoices and Contracts**

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

**BACKGROUND:**

**Contract: Norwalk OOR - \$5,000 \*Revenue**

MIPA annually provides owner-occupied repair services for the City of Norwalk. This is the contract for 2026.

[Click here for a copy of the proposed Contract with the City of Norwalk](#)

**Contract: Story County Comprehensive Plan Update Chapter 6 - \$5,000 \*Revenue**

Story County would like Chapter 6 of its current Comprehensive Plan to be reviewed and updated with newer data and some additional analysis. MIPA has been selected to provide these services to Story County.

[Click here for a copy of the proposed Contract with Story County](#)

**Invoice: Denton Davis Brown for COG Designation Review- \$5,246 \*Expense**

Expenses related to COG Designation review. This is a budgeted item.

[Click here for a copy of the Denton Davis Brown Invoice](#)

**Invoice: Dallas County Local Housing Trust Fund (DCLHTF) FY 2025 Audit and 990 Invoice- \$6,500 \*Expense**

Progress billing for the FY 2025 DCLHTF Audit and 990.

[Click here for a copy of the Audit and 990 Invoice](#)

**RECOMMENDATION:**

Approve the proposed invoices and contracts.

**STAFF CONTACT:**

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



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)

**April 2026**  
**Item No. 6**

**ISSUE: MIPA Officers Election**

REPORT: Report on the election of MIPA Officers; consider approval.

**BACKGROUND:**

Every year, MIPA elects officers from the Executive Committee to serve for the upcoming year.

Current officers are:

Chair – Brenda Dyer (Story County)  
Vice-Chair – Linda Murken (Story County)  
Secretary/Treasurer - Vacant

At the meeting, the Executive Committee will have the ability to keep or select new officers.

**RECOMMENDATION:**

Approve MIPA officers.

**STAFF CONTACT:**

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



**April 2026**  
**Item No. 7**

**ISSUE: GreenState Insured Sweep Account**

REPORT: Report on the proposed Insured Sweep Account contract with GreenState Credit Union; consider approval.

**BACKGROUND:**

MIPA currently maintains funds in excess of \$250,000 at GreenState Credit Union. In order to ensure that funds are covered by the National Credit Union Administration (NCUA), staff has identified the Insured Sweep Account program as a potential option.

GreenState, in partnership with other credit unions and through a management company, would deposit funds in accounts up to \$250,000 in other credit unions to maintain NCUA coverage. MIPA would still work directly with GreenState, but funds over \$250,000 would be deposited elsewhere.

There is no cost for this program.

[Click here for a copy of the Insured Sweep Account contract](#)

Without access to banking coverage provided to public entities, staff believes this would protect the public funds that MIPA holds at GreenState.

**RECOMMENDATION:**

Approve the proposed Insured Sweep Account agreement with GreenState Credit Union.

**STAFF CONTACT:**

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

**ISSUE: FY 2027 Budget Draft**

REPORT: Report on the FY 2027 Budget Draft.

**BACKGROUND:**

Staff has developed and updated the FY 2027 Budget Draft which documents expected income and expenses from July 1, 2026, through June 30, 2027.

At the March meeting, staff presented a budget that showed the committed as well as the expected revenues and expenses for FY 2027. Staff has updated those budgets.

[Click here for a copy of the updated April FY27 Draft MIPA Committed Budget](#)

[Click here for a copy of the updated April FY27 Draft MIPA Expected Budget](#)

The changes between the committed and expected budget are highlighted in yellow on the expected budget and include:

- Federal Home Loan Bank Housing Programs - \$20,000 Revenue
  - MIPA is applying for \$300,000 in funding from the FHLB of Des Moines to provide supplemental funding for MIPA administered owner-occupied repair programs. Approximately \$40,000 in admin funding would be available, \$20,000 of which would be in FY 2027. MIPA has a reasonable expectation of receiving the funding.
- EDA Project/CDBG - \$25,000 Revenue
  - At some point in FY 2027, MIPA will most likely receive an EDA or CDBG grant to administer. MIPA could receive more but this is a reasonable expectation.
- Comprehensive Plan - \$15,000 Revenue
  - MIPA has a reasonable expectation of working on a comprehensive plan in FY 2027. Not all of the work may be done in FY 2027 so the amount is less than what MIPA would typically charge to reflect that fact.
- Polk County CDBG Administration - \$100,000 Revenue
  - Polk County has now received their 3<sup>rd</sup> year of allocation of funding and now needs to begin spending the funds. The County may begin allocating funding in communities and may need a 3<sup>rd</sup> party administrator to assist.



**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)

- Administrative Position - \$99,682 Expense
  - Should MIPA receive the CDBG contract from Polk County, MIPA would hire an administrative position to assist with bookkeeping and other administrative duties which would free up other personnel to complete CDBG services.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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



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)

**April 2026**  
**Item No. 9**

**ISSUE: MIPA 501(c)3 Designation**

REPORT: Report on the redesignation of MIPA as a 501(c)3 organization.

**BACKGROUND:**

Last year, the MIPA Board authorized staff to begin the process of redesignating from a 501(c)4 to a 501(c)3. The biggest difference between the two designations is that as a 501(c)3 money given to MIPA would be considered tax free.

Staff was successful in its efforts and as of October 2, 2025 MIPA has been designated a 501(c)3.

A copy of the IRS Designation Letter will be provided prior to the meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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