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
Tentative Agenda
Executive Committee Meeting
2 p.m., Monday, October 19, 2026

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

Virtual: Teams
Join the meeting now
Meeting ID: 257 661 577 767 641
Passcode: ay3oe7W9

1. **Call to Order**
2. **VOTE: Approval of Agenda**
3. **REPORT and VOTE: Meeting Minutes**.....Page 2
   - Report on the September 21, 2026 meeting minutes; consider approval.
4. **REPORT and VOTE: Financial Statements**.....Page 3
   - Report on the financial statements; consider approval.
5. **REPORT and OPTIONAL VOTE: Urbandale Owner-Occupied Repair (OOR) Program Project Payments** .....Page 4
   - Report on the invoice and payment process for the Urbandale OOR Program; consider approval.
6. **Other Non-Action Items of Interest to the Committee**
7. **Next Meeting Date**
   - Monday November 16th at 2 PM
8. **Adjournment**

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October 2026
Item No. 3

ISSUE: Meeting Minutes

REPORT and VOTE: Report on the September 21, 2026 meeting minutes; consider approval.

BACKGROUND:

Click here for a copy of the September 21, 2026 MIPA Executive Committee meeting minutes.

RECOMMENDATION:

Approve the minutes of the September 21, 2026 MIPA Executive Committee meeting.

STAFF CONTACT:

Andrew Collings
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515.304.3524

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October 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.

Click here for a copy of the September Financial Statements

Click here for a copy of the September Transaction Detail

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACT:

Ethan Wherry
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October 2026
Item No. 5

ISSUE: Urbandale Owner-Occupied Repair (OOR) Program Project Payments

REPORT and OPTIONAL VOTE: Report on the invoice and payment process for the Urbandale OOR Program; consider approval.

BACKGROUND:

The Urbandale OOR Program is a 28E agreement between MIPA and the City of Urbandale to execute home repair projects. Below is the process to complete projects:

1. Applicant applies to MIPA
2. MIPA Staff determines if the applicant qualifies (Households are served on a first-come first-serve basis with priority given to the lowest income households as needed per the grant agreement)
3. MIPA works with the homeowner and the City to determine a scope of work
4. The homeowner gets bids for the project
5. A contract, forgivable mortgage and promissory notes are executed by MIPA
6. The contractor performs work in accordance to the contract
7. The contractor submits invoices to MIPA
8. MIPA pays the contractor

MIPA Staff has opened an Urbandale OOR Program bank account and is waiting for funds to be transferred from the City of Urbandale. Staff is seeking approval to pay invoices to the contractors, as needed, from the Urbandale OOR Program account subject to approval by MIPA Staff.

RECOMMENDATION:

Approve of MIPA Staff administratively approving and paying invoices to contractors, as needed, from the Urbandale OOR Program account.

STAFF CONTACT:

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