

**NOTICE OF MEETING**

**Mid-Iowa Planning Alliance  
Interim Board of Directors**

**10 a.m., Tuesday, November 2, 2021  
420 Watson Powell Jr. Way Suite 200**

**Des Moines, IA 50309**

**[Virtual option via Zoom](#)**

**Meeting ID: 873 1619 5781**

**Passcode: 545588**

**+1 312 626 6799 US (Chicago)**

**TENTATIVE**

- 1. Call to Order**
- 2. VOTE: Approval of Agenda**
- 3. VOTE: Approval of Minutes**.....Page 2
- 4. REPORT: EDD Designation Timeline**..... Page 7  
Report on updated timeline to establish an Economic Development District.
- 5. REPORT and VOTE: Comprehensive Economic Development Strategy** Page 8  
Report on ratification of MIPA; consider approval.
- 6. REPORT: Staffing Plan** ..... Page 9  
Report on plan to staff MIPA
- 7. REPORT: Grant Applications**.....Page 10  
Report on potential applications from MIPA region
- 8. Other Business**
- 9. Adjournment**

**ISSUE: Minutes**

Minutes from the September 2021 MIPA board meeting are listed below.

**BACKGROUND:**

This was the first meeting of the interim board of directors for the Mid-Iowa Planning Alliance for Community Development.

**RECOMMENDATION:**

Staff recommends approval.

**STAFF CONTACT:**

Gunnar Olson  
[golson@mid-iowaplanningalliance.com](mailto:golson@mid-iowaplanningalliance.com)  
(515) 334-0075

MEETING MINUTES  
Mid-Iowa Planning Alliance for Community Development  
Interim Board of Directors

1 p.m., Tuesday, September 7, 2021  
420 Watson Powell Jr. Way Suite 200  
Des Moines, IA 50309

The interim Board of Directors (the "Board") of the Mid-Iowa Planning Alliance for Community Development ("MIPA") held a hybrid in-person/virtual meeting at 1 p.m. September 7, 2021. Board members were allowed to attend virtually via Zoom because it was determined to be impracticable to require in-person attendance due to the risks related to COVID-19. Notice of the meeting, including a meeting agenda, was delivered to the interim Board members in accordance with the proposed bylaws of the MIP. These minutes reflect all action taken at the meeting.

**MIPA Interim Board Members Present**

Brenda Dryer, Chair  
Clyde Evans, Vice Chair  
Carrie Kruse, Treasurer  
Lorin Ditzler  
Deb Bengtson  
Carla Eysink  
Leanne Harter  
Jeff Davidson  
Leanne Harter  
Gerry Alt  
Curtis Brown  
John Norris  
Rachel Gocken  
Alex Lynch  
Don DeWaard  
Brian Crowe  
Wade Wagoner

**MIPA Interim Board Members Absent**

Charlie Dissell, Secretary  
Mike Hammond  
Greg Pıklapp  
Butch Ostrander  
Kyle Michael  
Deb Bengtson  
Brandon Talsma  
Amanda Accola  
Tanya Michener  
Heather Ussery  
Dylan Morse  
Joe Mrstik  
Derek Lord  
Mark Jackson  
Dven Markley  
Hollie Zajicek

**Staff Present**

Todd Ashby  
Andrew Collings  
Gunnar Olson  
Scott Brennan  
Zach Young



## 1. **Call to Order**

Todd Ashby, incorporator of the MIPA, called the meeting to order at 1 p.m. A quorum was present.

## 2. **REPORT: Timeline**

Olson delivered a report on the status and timeline of the MIPA's efforts to seek a designation as an Economic Development District serving the Mid-Iowa Region.

## 3. **Approval of Agenda**

MOTION: A motion was made by Evans and seconded by Gocken to approve the September 7, 2021, meeting agenda of the MIPA interim Board of Directors.

MOTION CARRIED. HARTER ABSTAINED.

## 4. **Incorporation**

Olson reported that the MIPA was incorporated on August 11, 2021, upon the filing of the Articles of Incorporation by the incorporator, Mr. Ashby, in the Office of the Secretary of State of Iowa.

Motion: A motion was made by Gocken and seconded by Davidson to approve and ratify the actions of the incorporator, including the filing of the Articles of Incorporation.

MOTION CARRIED. HARTER ABSTAINED.

## 5. **Approval of Bylaws**

Olson and Brennan presented the proposed bylaws of the MIPA.

MOTION: A motion was made by Lynch and seconded by Evans to approve Bylaws of the MIPA as presented.

MOTION CARRIED. HARTER ABSTAINED.

## 6. **Appointment of Officers**



Supporting Economic Development in  
Boone, Dallas, Jasper, Marion, Polk,  
Story, and Warren Counties.

MOTION: A motion was made by Gocken and seconded by Crowe to approve the following officers to the MIPA Board of Directors:

Brenda Dryer, Chair  
Clyde Evans, Vice Chair  
Charlie Dissell, Secretary  
Carrie Kruse, Treasurer

MOTION CARRIED. HARTER ABSTAINED.

### **7. Approval of IRS Designation Submission**

Olson gave a presentation regarding the MIPA's potential application for a 501(c) designation from the Internal Revenue Service.

MOTION: A motion was made by Davidson and seconded by Kruse to approve the application for a 501(c) designation from the Internal Revenue Service.

MOTION CARRIED. HARTER ABSTAINED.

### **8. Approval of Final Comprehensive Economic Development Strategy**

Olson gave a presentation regarding the Final Comprehensive Economic Development Strategy of the MIPA ("CEDS").

MOTION: A motion was made by Evans and seconded by Gocken to approve the CEDS.

MOTION CARRIED. HARTER ABSTAINED.

### **9. Application for EDD Designation**

Olson gave a presentation regarding a proposed application for an Economic Development District designation from the U.S. Economic Development Administration for the Mid-Iowa region.

MOTION: A motion was made by Davidson and seconded by Crowe to approve MIPA's Application for an Economic Development District designation from the U.S. Economic Development Administration for the Mid-Iowa region.

MOTION CARRIED. HARTER ABSTAINED.

### **10. American Rescue Plan grant opportunities.**

Collings delivered a report regarding the opportunities for the MIPA to apply for American Rescue Plan grants upon designation of MIPA as an Economic Development District.

### **11. Future Meeting Dates**

The interim Board discussed future meeting dates.

### **12. Other Business.**

There was no other business to come before the Board.

### **13. Adjournment.**

Hearing no objection to the contrary, Dryer adjourned the meeting of the Board at 1:31 p.m.

**ISSUE: EDD Designation Timeline**

REPORT: Staff will provide an update on the timeline for establishing an Economic Development District for the Mid-Iowa region.

**BACKGROUND:**

Following the September meeting of the MIPA board of directors, staff submitted the completed designation application to the U.S. Economic Development Administration. This included the Comprehensive Economic Development Strategy (CEDS).

EDA staff subsequently reviewed designation application and the CEDS, shared feedback with MIPA staff, and requested additional information.

Since then, MIPA staff have responded to the EDA with more information, including an updated CEDS.

**RECOMMENDATION:**

None. Discussion only.

**STAFF CONTACT:**

Gunnar Olson  
[golson@mid-iowaplanningalliance.com](mailto:golson@mid-iowaplanningalliance.com)  
(515) 334-0075

**ISSUE: Comprehensive Economic Development Strategy**

VOTE: Consider approval of a revised Mid-Iowa Comprehensive Economic Development Strategy.

**BACKGROUND:**

The Mid-Iowa Comprehensive Development Strategy, or CEDS, was developed over the summer of 2021. The CEDS was adopted by the interim board of directors in September. The CEDS was then submitted to the Economic Development Administration as part of application to have the Mid-Iowa region designated as an Economic Development Administration.

Since then, EDA staff have provided feedback and requested updates to the CEDS. Notably, these updates include the addition of a section on resiliency and a matrix showing an Action and Implementation plan.

EDA staff have communicated that such revisions are commonplace in the process of review and approval.

Click [here](#) to view the revised Mid-Iowa CEDS.

**RECOMMENDATION:**

Staff recommends approval of the revised Mid-Iowa Comprehensive Economic Development Strategy.

**STAFF CONTACT:**

Gunnar Olson  
[golson@mid-iowaplanningalliance.com](mailto:golson@mid-iowaplanningalliance.com)  
(515) 334-0075



**ISSUE: Staffing Plan**

REPORT: Staff will provide a report on plans to staff the Mid-Iowa Planning Alliance for Community Development.

**BACKGROUND:**

The Des Moines Area Metropolitan Planning Organization has been providing temporary staffing to the effort to start an Economic Development District for the Mid-Iowa region. Over the coming months, the staffing will transition to a new agreement will need to be reached between the newly established entity (MIPA) and the MPO. This staffing agreement will need to be reviewed and approved by the Economic Development Administration in order for the new entity to qualify for the Partnership Program, which provides match money for the staffing of Economic Development Districts.

Staff will provide an update on this process.

**RECOMMENDATION:**

None. Discussion only.

**STAFF CONTACT:**

Gunnar Olson  
[golson@mid-iowaplanningalliance.com](mailto:golson@mid-iowaplanningalliance.com)  
(515) 334-0075

**ISSUE: Grant Applications from American Rescue Plan Act**

REPORT: Staff will report on activities to support grant applications from potential future MIPA members.

**BACKGROUND:**

Staff has been working with local jurisdictions to match potential projects with funding opportunities being offered through the U.S. Economic Development Administration. Staff held an informational session on August 5, attended by approximately 30 people. Staff has met with multiple jurisdictions to discuss possible applications. Staff has also reviewed potential projects with staff at the EDA to assess their fundability.

**RECOMMENDATION:**

None. Discussion only.

**STAFF CONTACT:**

Andrew Collings  
[acollings@mid-iowaplanningalliance.com](mailto:acollings@mid-iowaplanningalliance.com)  
(515) 334-0075