

MEETING MINUTES

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

10 a.m. Friday, April 7, 2023
420 Watson Powell Jr. Way Suite 200
Des Moines, IA 50309

The Board of Directors (the "Board") of the Mid-Iowa Planning Alliance for Community Development ("MIPA") held a hybrid in-person/virtual meeting at 10 a.m. April 7, 2023. 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 MIPA bylaws.

ATTENDANCE

MIPA Board Members Present

Brenda Dryer, Chair
Clyde Evans, Vice Chair
Charlie Dissell, Secretary
Tanya Michener
Jennifer Brown
Gerald Buydos
Steve Schainker
Linda Murken
Carla Eysink
Rachel Wacker
Luke Parris
Margret Liston
Glenn Lyons
Greg Pıklapp
Rachel Fusco

MIPA Board Members Absent

Anthony Brown
Tanya Michener
Mike Swesey
Ryan Moffatt
Jeff Davidson
Wade Wagoner

Guests Present

None

Staff Present

Todd Ashby
Dylan Mullenix
Gunnar Olson
Andrew Collings
Caleb Knutson

1. Call to Order

MIPA Chair Brenda Dryer called the meeting to order at 10:03 a.m. A quorum was present.

2. Approval of the Agenda

The item was moved by Evans, seconded by Murken, and the item passed by unanimous vote.

MOTION CARRIED.

3. Vote Approval of Meeting Minutes

The item was moved by Evans, seconded by Buydos, and the item passed by unanimous vote.

MOTION CARRIED.

4. Report and Vote: Central Iowa Housing Trust Administration Contract

Young summarized CIHTF. Staff recommended approval.

Evans: Amount of staff time & how much is being paid?

Young: Young will be working on it, and \$51,000 around \$25,000

Murken: Copy of contract?

Staff: Links in agenda

The item was moved by Lyons, seconded by Buydos. Abstention by Supervisors Murken

MOTION CARRIED

5. Report and Vote: Story County Housing Trust Fund Administration Contract

Young summarized the SCHATF contract with MIPA. Staff recommended approval.

Evans: IFA only source of funds?

Young: Yes, only some for administration

The item was moved by Fusco, seconded by Liston, and was passed by unanimous vote. Abstention by Supervisors Murken

MOTION CARRIED.

6. Report and Vote: Story County Contract

Young: Background. Staff recommended approval.

Evans: Staff time?

Murken: Budget shows FY23 \$73,000

Young: Multiyear contract, Young is a housing planner.
Collins: Contract is front loaded on the compensation and time.
Lyons: These are the kind of projects MIPA was created for.
The item was moved by Lyons, seconded by Evans, and was passed by unanimous vote. Abstention by Supervisors Murken

7. Report and Vote: Marion County Contract

Knutson: Background on Marion County Subdivision. Staff recommended approval.
Collins: Knutson has a city planning background, thus familiar with subdivision.
Dryer: Compensation?
Collins: \$20,000
The item was moved by Murken, seconded by Fusco,
Evans: Input from lawyers and engineers?
Young; They have started the process on their end.
Was passed by unanimous vote. Abstention by Eysink

MOTION CARRIED.

8. Report and Vote: Marion County Hourly Contract

Knutson: Background on Marion County Hourly Contract. Staff recommended approval.
Wacker: Hourly rate?
Knutson: \$85 an hour
Evans: Overhead
Knutson: Yes, that isn't my hourly rate
Buydos: MIPA staff will not directly interact with general public
The item was moved by Evans, seconded by Buydos. Abstention by Eysink. All in Favor

MOTION CARRIED

9. Report and Vote: Boone Housing Needs Assessment Contract

Young: Background. Staff recommended approval.
Evans: City of Boone?
Young: Yes
Murken: Done before budget new year?
Young: Done this fiscal year
Dyer: Funding from City of Boone, and Boone Economic Growth.
The item was moved by Fusco, seconded by Murken. Abstention by Dryer, and Liston. All in Favor.

MOTION CARRIED

10. Report: MIPA Logo

Oslon: Background. No action necessary.

11. MIPA Bylaws

Staff: Background on quorum issues.

Board: Discussion on quorum remedies. A percentage of the total number or a hard and fast number.

12. Report and Vote: Resolution of Local Match

Knutson: Background on Resolution of Local Match.

Dryer: This is only guaranteeing the 50/50 Match.

The item was moved by Evans, seconded by Murken.

Dryer: What is the amount of the planning grant?

Knutson: \$70,000

Was passed by unanimous vote

MOTION CARRIED

13. Report: Budget

Mullenix: Presentation of the proposed MIPA Budget

14. Report: General MIPA Update

15. Other Business

None

16. Adjournment

Dryer adjourned the meeting of the Board at 11 a.m.