

**SOUTHWEST IOWA PLANNING COUNCIL  
SWIPCO Policy Council Meeting**

June 22, 2023, 1:30 p.m.

Atlantic Golf and Country Club (102 W. 29th St., Atlantic, IA) OR via Zoom

**Minutes:**

- 1. Call to Order.** Chair Valline called the meeting to order at 1:31 p.m.
- 2. Roll Call.** Jensen took roll call. Members present: Terry Arentson; Richard Crouch; Grace Garrett; Steve Green; Ron Kohn; Todd Maher (via zoom); Charlie Parkhurst; Jenna Ramsey (via zoom); Donna Robinson; Susan Shepherd (via zoom); John Straight; Sherman Struble; Todd Valline. Staff members present: Erin Hudson; John McCurdy; Mark Lander; Rhonda Brown; Karen Mauer; Mindy Jensen. Others present: Brittany Rockwell; Abby Vander Werf; Jonathan Bladt; Robert Livingston with Stuart Tinley Law Firm, LLP
- 3. Discuss/Approve Agenda.** Robinson moved approve the agenda; Parkhurst seconded. The motion passed with all ayes.
- 4. Closed Session under Section 21.5 (c) of the Iowa Code: To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.**

McCurdy announced that Robert Livingston with Stuart-Tinley Law is SWIPCO's legal counsel in the matter before the board. Arentson moved to enter closed session at 1:33 p.m.; Struble seconded. A Roll call vote was taken. Ayes: Terry Arentson; Richard Crouch; Grace Garrett; Steve Green; Ron Kohn; Todd Maher; Charlie Parkhurst; Jenna Ramsey; Donna Robinson; Susan Shepherd; John Straight; Sherman Struble; Todd Valline. Nays: None.

Crouch moved to exit closed session at 2:33 p.m.; Parkhurst seconded. A roll call vote was taken. Ayes: Terry Arentson; Richard Crouch; Grace Garrett; Steve Green; Ron Kohn; Todd Maher; Charlie Parkhurst; Jenna Ramsey; Donna Robinson; Susan Shepherd; John Straight; Sherman Struble; Todd Valline. Nays: None.
- 5. Discuss/Approve action from closed session, if any.** None.
- 6. Discuss/Approve Minutes – April 27, 2023.** Parkhurst moved to approve the minutes; Garrett seconded. The motion passed with all ayes.
- 7. Discuss/Approve Financial Report.** Arentson moved to approve the financial report for April and May; Struble seconded. The motion passed with all ayes.
- 8. Discuss/Approve Payment of Bills.** Brown presented payment of bills and members discussed. Robinson moved to approve the payment of bills; Struble seconded. The motion passed with all ayes.
- 9. Review and Approve FY 24 Budget.** McCurdy presented the FY24 Budget. Arentson moved approve the budget as presented; Parkhurst seconded. The motion passed with all ayes.
- 10. Discuss/Approve Agency Expenditures.** McCurdy presented a pay application from Building Crafts for \$170,904.05 for progress billing on the office addition; Struble moved to approve this pay application; Crouch seconded. The motion passed with all ayes.
- 11. Set Date for Annual Meeting.** The annual meeting for 2023 is in Fremont County in Hamburg. There are four Thursdays in September: 7, 14, 21, and 28. Robinson moved to hold the annual meeting Thursday September 28, 2023, in Fremont County; Struble seconded. The motion passed with all ayes.
- 12. Transit Report.** Lander reported the numbers for May: 51,287 rides; 189,978 miles; and 10,399 hours. Lander shared that student rides ended up at 55,456 which is 8,000 rides above what we had projected at the beginning of the year. Taxi rides are currently at 52,149, which is also above what we projected at the beginning of the FY year (49,000) and is tracking above the revised mid-year estimate (55,000). Workforce rides are currently at 90,593 and are tracking just under where we had projected for the year (100,000). We still have a shot to hit 100,000 but it is unlikely. Lander shared that he sees us coming in around 98,250 rides. Lander stated that last week we started running an additional route for Monogram in Harlan transporting folks from Atlantic to Harlan for second shift. They have requested 1st shift transportation as well but at this point, we do not have an early morning driver to provide the transportation.
- 13. Planning Report.** Hudson presented. See report attached.

- 14. Housing and Southwest Iowa Housing Trust Fund Report.** Hudson presented. See report attached.
- 15. Business RLF Report.** Hudson presented. See report attached.
- 16. Director's Report.** None.
- 17. Public Comment Period.** Rockwell, Vander Werf, and Bladt all introduced themselves and shared updates. McCurdy discussed that he would like to see congress support for EDA authorization.
- 18. Board Sharing.** None.
- 19. Other Business.** None.
- 20. Adjourn.** Chair Valline adjourned the meeting at 3:02 p.m.

## SWIPCO BOARD MEETING—June 22, 2023

### HOUSING REPORT:

- CDBG Projects
  - Rehabilitation
    - Afton, Creston, Greenfield, Lamoni, & Mount Ayr
    - COMPLETED: Dexter, Fontanelle, Leon, Osceola
- Lead Abatement (HUD)
  - 9 applications in process: 4 in verification, 1 under construction, 2 bid process, 2 homes ready for inspection
- Council Bluffs CDBG
  - 70 inspections to date
    - 50 completed
- RENTAL INSPECTIONS
  - Red Oak, Missouri Valley, Malvern, Walnut, Villisca
- BUILDING PERMITS
  - Red Oak – underway
- DANGEROUS BUILDING INSPECTIONS
  - ongoing
- DISASTER RECOVERY NEW CONSTRUCTION
  - Woodbine – 40 units – 1 closed
  - Logan – 3 units
  - Glenwood – 40 units
  - Malvern – 40 units
  - Tabor – 6 units
  - Hamburg – 40 units

### HOUSING TRUST FUND:

- SMALL REPAIR PROJECTS
  - 2022 IFA
    - Assisted 23 HOA applicants
    - 18 projects completed
  - 2023 IFA
    - Assisted 21 HOA applicants
    - \$35,000 available in demo funds
  - IOWA West - DONE
    - 12 projects completed
    - Have applied for funding
  - FHLB
    - Have applied for funding
- DEMO
  - Wiota – 1 ready for demolition
  - Red Oak – 4 asbestos abatement scheduled
  - Red Oak – 4 asbestos inspection scheduled
  - Emerson – 1 asbestos inspection scheduled

## **Planning Report**

### **CDBG Projects**

Several CDBG Facades are underway in multiple cities – all in various stages but moving right along.

Atlantic – monitoring complete; need to follow up. This is in close-out stage.

Wiota – this is starting the close out process and has been through monitoring.

Walnut – engaging in budget amendment and monitoring is complete; need to do follow up.

Logan – this has been monitored; we just need to get some pictures and contracts and it will go into close out.

Atlantic Food Pantry – done

Upper Story

Missouri Valley – work is under way.

Atlantic – work is under way.

Corning – several steps yet to take before construction can begin contractor bid, bonds, contract, etc.

Clarinda Community Facility (SW IA Child Center) – construction well under way and ongoing.

Stanton Downtown Revitalization – near closeout; waiting on delayed windows.

Glenwood Downtown Revitalization – was awarded on June 15, 2023

Tabor Disaster Recovery Housing – 624 Center and 509 Sherman – 509 Sherman will be closing late July/early August and there is a lot of interest in 624 Center, so we are working on income qualifications for that.

Harvest Hills – Woodbine – first home closed on June 15, 2023! There are 5-6 purchase agreements in place for more homes and they are anticipating closing on 10 total homes by fall 2023.

### **Water Sewer**

2 water sewers that are getting started.

Mondamin – work and construction meetings will begin in June.

Randolph – waiting on a pre-construction meeting.

2 water sewers that are very well into the processes.

Henderson – monitoring complete and waiting on a report.

Villisca – will be complete this summer.

### **RPA**

Submitted draft TIP and received comments so just must submit the final after reviewing and incorporating comments.

The quarterly state meeting is Wednesday June 21

We must update the STBG sub allocation sheet

### **Comprehensive Plans**

We have 5 Comprehensive Plans in various stages.

Harlan

Glenwood – meeting on June 21, 2023, for Planning and Zoning to make a recommendation to the Council.

Montgomery County – had first meeting; survey still out until July 23<sup>rd</sup>.

Villisca – had second meeting; survey out until July 9<sup>th</sup>

Red Oak – had first meeting; survey out until July 9<sup>th</sup>

### **Hazard Mitigation Plans**

The 2 Hazard Mitigation Plans are moving into the final stages. The meetings are done, worksheets are being collected and Dani will start writing the plans.

Page County

Fremont County

### **Zoning**

We are working on zoning for 4 cities.

Walnut - in final stages

Essex – in final stages

Dunlap – in final stages

Missouri Valley – on hold for now

### **Codes**

We are working on 10 code updates for cities – they are all in various stages.

Harrison County

Villisca

Wiota

Tennant

Modale

Braddyville

Mondamin

Hamburg

Pacific Junction

Yorktown

### **Downtown Revitalization**

Tabor is working on approving bids.

### **Potential CDBG**

Potential CDBG applications include Little Sioux, Harlan, and Oakland. It is unsure when these applications will be as IEDA's requirement I to have DNR permits in hand, and this takes time.

### **Revolving Business Loan Fund**

We continue to have interest in the Revolving Business Loan Fund. We are working closely with one business but have no solid decisions currently.

The plan for BNK Trucking is that he needs to sell by the end of July or we will resume his payments in August.

### **Southwest Iowa Housing Trust Fund**

Draws for the second quarter are commencing.

The semi-annual reports are due in July.

The application process will begin in August.

The Housing department reviewed the HAP and discussed making no changes to the plan.

We will hear by the beginning of August if we receive the Iowa West Foundation grant.