

SOUTHWEST IOWA PLANNING COUNCIL

January 25, 2024 1:30 p.m.

Atlantic Golf and Country Club, 102 W. 29th St., Atlantic, IA

OR

Via Zoom

<https://us02web.zoom.us/j/82401042211?pwd=RTF4dXVJOHVhM0FKaGY1VDE5M0J0dz09>

Meeting ID: 824 0104 2211

Password: 546303

MINUTES

1. **Call to Order.** Chair Valline called the meeting to order at 1:33 p.m.
2. **Roll Call.** Parks took roll call. Members present: Terry Arentson, Chris Clark, Richard Crouch, Grace Garrett, Joe George, Steve Green, AJ Lyman, Susan Miller, Charlie Parkhurst, Jenna Ramsey, Donna Robinson, Sherman Struble, Todd Valline. SWIPCO staff present: John McCurdy, Rhonda Brown, Mark Lander, Erin Hudson, Holly Jackson, Chris Parks.
3. **Approve Agenda.** Green moved to approve the agenda as written. Crouch seconded. The motion passed with all ayes.
4. **Approve Minutes – December 7, 2023.** Robinson moved to approve the December 7th minutes. Parkhurst seconded. The motion passed with all ayes.
5. **Approve Financial Report.** Rhonda Brown presented financials for November and December. Discussion had on some revenue that is out that has not yet been realized. Billings will be coming soon for completed projects. New transit quarter funding will be reflected next month. Struble moved to approve the financial report. Crouch seconded. The motion passed with all ayes.
6. **Approve Payment of Bills.** Arentson moved to approve the payment of bills. Robinson seconded. The motion passed with all ayes.
7. **Approve Agency Expenditures**
 - a) Building Crafts Pay Application #7. Parkhurst moved to approve pay application #7. Struble seconded. The motion passed with all ayes.
 - b) Building Crafts Pay Application #8. Parkhurst moved to approve pay application #8. Struble seconded. The motion passed with all ayes.
8. **Appoint Nominating Committee.** This committee will nominate policy council officers to be appointed at February meeting. Members volunteering for the nominating committee were Arentson, Garrett, Crouch, and Struble.
9. **Discuss and Approve Nomination of Third At-Large Representative.** Third At-Large Representative position is currently vacant. An individual in Walnut has been targeted as a possible member. Waiting for their response. Item tabled until next meeting.
10. **Discuss and Approve Amendments to the Administrative Plan for the De-Federalize SWIPCO Revolving Loan Fund.** Money that originated the RLF is now eligible to be free of federal regulations. Biggest changes will be for the allowance of loaning to purchase buildings and property. Expected job creation would increase from 1 job per \$10,000 loaned to 1 job per \$50,000 loaned. Loan committee will review and board will have final approval on loans. Arentson proposed changing the

maximum loan amount from 50% of RLF capital to \$250,000. Board agreed with this amendment. Green moved to approve the amendments to the plan. Parkhurst seconded. The motion passed with all ayes.

11. **Transit Report.** Transit Director Mark Lander shared that ridership numbers are up across the board from year to year in December. Expectations are that we will obtain two new electric buses within the year. Possibility that we get 4 additional buses within the year. TSA BASE review saw massive improvement from first run to last. This opens the door now for security/safety related grants. Miller commended Lander and SWITA staff for working through the weather challenges in January.
12. **Planning Report.** Community Development Director Erin Hudson gave the planning report. She introduced Holly Jackson who is joining the team as a new Planner. Holly comes to us from being the Mills County Zoning Administrator. A number of hazard mitigation plans are winding down. Sewer and Water expected to be the next wave of projects.
13. **Housing and Southwest Iowa Housing Trust Fund Report.** Progress continues on new developments. Iowa West grant wrapping up with the new funding discussed last meeting now kicking in. IFA Home Repair Pilot Program has 4 applicants ready and application period extended. 2 lead abatements have been completed, 1 under construction, 5 in process, 2 ready for inspection.
14. **Business RLF Report.** Previously discussed in amendment section.
15. **Director's Report.** Director McCurdy talked about the new staff that has been added: Gina Gentile (Transit Scheduler), Holly Jackson (Planner), Brandie McFarland (HR Specialist), Amy Jones (Benefits & Payroll Specialist), and Adam Kisner (Maintenance Assistant). A push will be made to get invoices out on what we can for projects to collect revenue. May work with Homes for Iowa to have units on site at SWIPCO to tour for prospective buyers if they have unclaimed units. Invited policy council members to tour progress on new addition to building.
16. **Public Comment Period.** None.
17. **Board Sharing.** None.
18. **Other Business.** None.
19. **Adjourn.** Green moved to adjourn the meeting. Parkhurst seconded. Chair Valline adjourned the meeting at 3:30 p.m.

Transit Report 1/25/2024

Rides—44,407(+3,461) Miles---162,828(+16,768) Hours 9,162(+257)

We continue to see ridership increases in our student and taxi rides in the 300+ range while our Workforce rides have remained steady and are tracking very close to where we were in FY23.

Student rides—5,798

Taxi---5,112

Work rides---6,744

Transit happenings:

Long time transit assistant Christy Pedersen has officially retired we wish her the best.

On Jan 2nd Gina Gentile joined SWIPCO as a Transit Scheduler I. Gina brings considerable experience to this role and we are glad to have her on board.

On January 8th we added bus 2404 into the fleet that is the 12 passenger that is on a Ford Transit chassis. We have put temporary signage on it, and it is in operation today!

We completed our TSA BASE review for Atlantic today. Part of this review included planting backpacks on buses to see how thoroughly drivers were doing their pre-trip inspections. Our initial score was 40% and today we achieved a score of 80% which is great. Completing the BASE opens the door for security/safety related grants through FEMA. Funds that could be used for security improvements in CB to repair/replace/install a new gate as well as possible Cyber security upgrades.

We are finishing up our DOT year-end stat review. We have a couple small input corrections to make and then we should be able to certify.

I also received back the results from our DOT Title VI review (done triennially) we have a few corrections to make on some demographic numbers and when those are approved, we will be bringing the Title VI program and LEP to the board for approval.

Planning Report

CDBG Projects

Facades

All in close out stage

Upper Story

Missouri Valley – need new time line, project and budget revision.

Atlantic – needs the certificate of occupancy.

Other CDBG

Corning – in final construction phases. This is close to close-out.

Clarinda Community Facility (SW IA Child Center) – still missing a lot of paperwork. Cannot move forward with much on our end until that paperwork is complete. Have moved in and construction is complete. Monitoring visit is happening now and information being uploaded.

Stanton Downtown Revitalization – need to submit pictures and project close

Glenwood Downtown Revitalization – architect to send information to start Section 106.

Disaster Recovery

Closing

Tabor DRH – both houses

Modale Lagoon – construction complete. All we are waiting on is final invoicing and paperwork.

Glenwood Infill Lots – 2 are closing – 5 are open

Prospect Ave. Townhomes, Malvern

621 Main St. Tabor – 2 in progress – 1 left

In progress

Harvest Hills – Woodbine – 32 of 40 homes are sold.

Wabash Landing Malvern – moving ahead with Mark Hughes as the contractor.

North Ridge Acres, Hamburg – working on budget revisions

712 Lofts – Glenwood

Burr Oak – Glenwood

5th Ave Homes – Logan

Arbor Hills – Glenwood

Hamburg Levee

Hamburg/Fremont County Commercial Buyouts

Water Sewer

Mondamin – work is underway.

Randolph – Last phase, Division 1A, begins Spring 2024.

Henderson – working in Phase 2 so moving right along.

Comprehensive Plans

Montgomery County – setting meeting

Villisca – meeting February 21

Red Oak – meeting February 2

HMP

Fremont & Page Counties – in various stages of adoption

Montgomery County – waiting on response to cost estimate.

Zoning

Walnut

Dunlap

Missouri Valley

Glenwood

Codes

Harrison County

Villisca

Wiota

Tennant

Yorktown

Modale

Braddyville

Mondamin

Hamburg

Pacific Junction

Potential CDBG

Oakland April 1 – water/sewer

Persia April 1 – water tower

Elk Horn April 1 – water

Little Sioux April 1 – water/sewer

Oakland April 1 or October 1

Randolph – unknown – water application

Other

Dani is working on Catalyst grant for Tim Guinnan in Logan IA

Business RLF

Have had some interest.

Still working on BNK Trucking

SWIPCO BOARD MEETING—January 25, 2024

HOUSING REPORT:

- CDBG Projects
 - completed
- Lead Abatement (HUD)
 - 2 completed, 1 under construction, 5 in process, 2 ready for inspection
- Council Bluffs CDBG
 - 77 inspections to date
 - 62 completed
- RENTAL INSPECTIONS
 - Red Oak, Missouri Valley, Malvern, Walnut, Villisca
- BUILDING PERMITS
 - Red Oak
- DANGEROUS BUILDING INSPECTIONS
 - ongoing
- DISASTER RECOVERY NEW CONSTRUCTION
 - Woodbine – 40 units – 20 closed
 - Logan – 3 units
 - Glenwood – 40 units – 1 closed
 - Malvern – 40 units
 - Tabor – 6 units – 3 closed
 - Hamburg – 36 units

HOUSING TRUST FUND:

- SMALL REPAIR PROJECTS
 - 2023 IFA
 - Homeownership Assistance completed
 - Repair 8 completed; 16 in process;
 - 2024 IFA
 - Homeownership Assistance: 1 closed, 5 in process
 - 4 in process
 - IFA HRPP (Home Repair Pilot Program)
 - 4 applicants
 - 2023 Iowa West
 - 7 rehab projects completed
 - 2023 FHLB
 - Will assist 38 homeowners, just received signed contract
- NEW REPAIR APPLICATIONS
 - HEALTHY HOMES – didn't receive award
- DEMO
 - Red Oak – ready to demo
 - Emerson – completed
 - Remaining funds: \$5,597 in 2023 grant and \$35,000 in 2024 grant