

# SOUTHWEST IOWA PLANNING COUNCIL

December 4, 2025, 1:30 p.m.  
SWIPCO Conference Room, 1501 SW 7<sup>th</sup> Street Atlantic, IA  
Or via Zoom

## Minutes

1. **Call to Order.** Chair Green called the meeting to order at 1:32 p.m.
2. **Roll Call.** SWIPCO Policy Council Members present: Fran Branan, Alex Burton, Richard Crouch, Grace Garrett, Joe George, Steve Green, AJ Lyman, Todd Maher, Susan Miller, Charlie Parkhurst, Jenna Ramsey, Tony Smith, Sherman Struble. SWIPCO Staff present: Mark Lander, Rhonda Brown, Daurine Petersen, Chris Parks. Others: Darren Welsh, CPA with Gronewold, Bell, Kyhnn & Co.
3. **Approve Agenda.** Parkhurst moved to approve the agenda. Ramsey seconded. The motion carried with all ayes.
4. **Approve Minutes – October 23, 2025.** Smith moved to approve the October 23, 2025, meeting minutes. Miller seconded. The motion carried with all ayes.
5. **Approve Financial Report.** Brown discussed the September financials. She pointed out the last IFA admin payment for 2024 and the Q1 RPA revenue. She also pointed out figures from both SWIPCO and Transit that went toward paying for five new office computers. On the transit side Q1 FTA funding was received. Garrett asked about PayPal fees and some discussion was had on alternative payment platforms. Parkhurst moved to approve the financial report. Ramsey seconded. The motion carried with all ayes.
6. **Approve Payment of Bills.** Brown discussed IMWCA premium adjustment for \$998. She also pointed out a check for partial payment for an engine replacement. Garrett moved to approve payment of bills. Miller seconded. The motion carried with all ayes.
7. **Approve Agency Expenditures.** None.
8. **Presentation of the FY2025 Audit Draft/Discussion.** Darren Welsh, CPA with Gronewold, Bell, Kyhnn & Co. was present to discuss the FY2025 Audit draft. There was some late language released by the federal government that is needed to have a final version, but Welsh presented their audit findings which won't change with final additions. Welsh explained that larger programs must have a single audit so there were additional steps for the HUD lead program and RLF. All findings came out positive and benchmarks were met. Segregation of duties was noted as a deficiency, but Welsh noted that this is typically always the case except for very large corporations.
9. **Review and Approve SWIPCO Membership Fees for FY2026 (Was \$0.65 per capita in FY2025.).** Parks described that the rates did not change last year and Executive Director John McCurdy is recommending keeping them the same at \$0.65 per capita for FY 2026. Ramsey moved to keep the SWIPCO Membership fees the same for 2026. Struble seconded. The motion carried with all ayes.
10. **Review and Approve SWITA Support Fees for FY2026**(Was \$6,000 per county, \$8,000 for the City of Atlantic for Taxi service, \$5,000 for the cities of Harlan, Shenandoah, Red Oak, Glenwood, and Missouri Valley for taxi service in FY 2025.) Parks discussed the past rates and noted that McCurdy is recommending they stay the same for 2026. Struble moved to keep the SWITA Support Fees the same for 2026. Parkhurst seconded. The motion carried with all ayes.
11. **Annual Equal Employment Opportunity Report and Plan Amendment.** Petersen discussed the EEO report and plan, stating that nothing other than updated statistics has changed. Miller asked who the EEO administrator is

and Petersen said she still is. Miller and Garrett suggested adding that title to the org chart in the plan. Petersen agreed that was a good suggestion. Parkhurst moved to approve the EEO Report and Plan with the added title amendment. Struble seconded. The motion carried with all ayes.

**12. Transit Director's Report.** Lander reported that October was a pretty average month for rides. Some numbers were slightly down but taxi was slightly up. He reported that 4 of 11 new vehicles will be arriving before the end of the year. The rest of the new vehicles are still on track to arrive before June of 2026 so he said it will be great to be on track finally for vehicle reimbursement. Lander also announced that SWIPCO/SWITA was awarded a facilities grant through the Iowa DOT for over \$8 million. He said we will need to meet close to an 80/20 match and we will be sitting down with the DOT to get details and next steps in order. Lander said it's a big deal and we will need a lot of guidance and support from the board and the region to make this a reality.

**13. Executive Director's Report.** Executive Director McCurdy was absent for a family emergency. Parks touched on a couple of recent announcements. The awarding of a \$600,000 CDBG for the Play Haven Child Care facility in Walnut, paving the way for that facility to get rolling to benefit quality childcare in the Walnut area. Also, the Iowa Finance Authority announced awards from the Local Housing Trust Fund to housing trust funds across the state this week. Southwest Iowa Housing Trust Fund was awarded \$441,474, which is very slightly up from last year. This will help SWIHTF continue to provide home repair and homeownership assistance in the region.

**14. Public Comment Period.** None.

**15. Board Sharing.** Garrett shared that the City of Atlantic will be installing 6 EV charging stations in downtown Atlantic. SWIPCO assisted with application for some grant funding for this project. She's excited that it is happening. Garrett also thanked the board for their support and friendship during her time as Mayor of Atlantic and serving on the Policy Council. Many members and staff thanked her for her service and wished her well in her retirement.

**16. Other Business.** None.

**17. Adjourn.** Crouch moved to adjourn the meeting. Smith seconded. Chair Green adjourned the meeting at 2:32 p.m.

**Transit Director's Report**  
**12-04-2025 SWIPCO Policy Council Meeting**

**October**

**48,743 rides (-500) 173,340(-9,700) miles 9.696(-500) hours**

**Students—8,137-390**

**Taxi—5,698 +150**

**Workroutes—8,530 +480**