

SOUTHWEST IOWA PLANNING COUNCIL

SWIPCO Policy Council Meeting

April 25, 2024, 1:30 p.m.
SWIPCO Conference Room (1501 SW 7th St., Atlantic, IA)

Minutes

1. Call to Order. Chair Valline called the meeting to order at 1:30 p.m.
2. Roll Call. Parks conducted roll call. SWIPCO Policy Council Members present: Terry Arentson, Fran Brannan, Steve Green, AJ Lyman, Susan Miller, Charlie Parkhurst, Jenna Ramsey, Donna Robinson, Susan Shepherd, John Straight, Sherman Struble, and Todd Valline. SWIPCO employees present: Mark Lander, Erin Hudson, Rhonda Brown, Amy Jones, Chris Parks.
3. Discuss/Approve Agenda. Parkhurst moved to approve the agenda. Struble seconded. The motion passed with all ayes.
4. Public Hearing – Iowa DOT Consolidated Funding Grant Application. Struble moved to enter into the public hearing. Miller seconded. McCurdy discussed the funding numbers being applied for and where those figures come from for state and federal funds. Struble motioned to approve the application. Parkhurst seconded. The motion passed with all ayes.
5. Discuss/Approve Minutes – March 28, 2024. Miller moved to approve the minutes. Branan seconded. The motion passed with all ayes.
6. Discuss/Approve Financial Report. Brown talked about the financials. HUD lead money is expected to increase. Grant expenses showing for projects worked on. Have to wait on disaster recovery revenue. Contract services for transit were discussed. Lander explained that many of those services have lost ridership, but they have served many of those riders in other ways. Arentson moved to approve the financial report. Struble seconded. The motion passed with all ayes.
7. Discuss/Approve Payment of Bills. Struble moved to approve payment of bills. Parkhurst seconded. The motion passed with all ayes.
8. Discuss/Approve Agency Expenditures. None to bring forward.
9. Appoint Budget Committee. Volunteers for the budget committee were: Steve Green, Terry Arentson, Sherman Struble, and Charles Parkhurst.
10. Approve the Iowa DOT Consolidated Funding Application Authorizing Resolution. McCurdy read the resolution. Green moved to approve the resolution. Parkhurst seconded. The motion passed with all ayes.
11. Discussion and Selection of Firm for RPA Trails Mapping Project. McCurdy discussed the scope of the project to map all walkable trails in the region and get 360-degree street view imagery. Two bids were received, one from Golden Hills RC&D and Snyder and Associates. McCurdy recommended going with the low bid from Golden Hills. Susan Miller abstained from the item because she is Treasurer/Secretary for Golden Hills. Robinson moved to approve Golden Hills as the firm for the project. Ramsey seconded. The motion passed with all ayes.
12. Discuss and Approve Selection of Vendor for Agency Office Cleaning Contract. McCurdy discusses that three bids were received. Two bids didn't have references as requested. The other bid was from a professional cleaning service that had excellent references. He recommended they go with that bid from Perfection Plus. Struble moved to approve Perfection Plus as the vendor. Green seconded. The motion passed with all ayes.
13. Discuss/Approve Executive Director Annual Compensation. Chair Valline shared the executive committee met with McCurdy prior to the meeting and discussed performance and goals. He said the committee agreed to McCurdy's request for a 4.5% increase in compensation. 3.5% for inflation and 1%

for merit. Parkhurst moved to approve the compensation increase. Struble seconded. The motion passed with all ayes.

14. Transit Report. Lander reported that ridership was down about 800 rides year over year in March but it was a pretty good month overall. He said ridership is back on track for the expectations for the fiscal year.

15. Planning Report. Hudson said some smaller projects are closing and larger ones are moving along. Harlan was awarded their big water/sewer grant. They have some cities interested in working on a comprehensive plan.

16. Housing and Southwest Iowa Housing Trust Fund Report. 6 lead hazard projects are in progress with a couple more getting ready to start. The department has been extremely busy with HRPP projects, we now have 20 which is way over projections.

17. Business RLF Report. McCurdy reported he has spoken with a small business owner who already has a loan through SWIPCO about some possible expansion, but they haven't decided yet. Foreclosure is still in progress on a building in Griswold and are hoping to have that resolved soon and just get back what legal fees have been involved.

18. Director's Report. McCurdy reported some leaks that needed to be fixed on the new building addition, but it has been corrected. They are still holding retainage on the project because an outside door needs to be repaired and painted. He talked about some personnel changes with Aaron Koontz leaving the housing team and Karen Mauer retiring mid-year. He also thanked the board for their support and said he was very thankful for the staff and all the agency is accomplishing.

19. Public Comment Period. None.

20. Board Sharing. None.

21. Other Business. None.

22. Adjourn. Straight moved to adjourn. Green seconded. Chair Valline adjourned the meeting at 2:31 p.m.

Planning Report

Upper Story

Missouri Valley – no progress

Atlantic – one is income verified; working on others

Other CDBG

Clarinda Community Facility (SW IA Child Center) – need some final invoices and we will be ready to close!

Glenwood Downtown Revitalization – starts in June.

Malvern Daycare Community Facilities – this project will begin in the fall.

Other

ARDPH & Catalyst for Atlantic – new projects assisting them with administration of these grants – short term projects

Disaster Recovery

Closing

Tabor

509 Sherman – will close by April 30

Modale Lagoon – close by April 30

Glenwood Infill Lots –

210 Valley – close out phase on IEDA's side

1001 N. Linn – closed

401 ½ Birch – tribal letters back – need updated plans from Hughes to submit the section 106

Other infill lots are filled and in close out – 308 N Hazel, 306 N. Locust, 408 N. Myrtle, and 110 Nuckolls

621 Main St. Tabor – turned to rentals rather than must sell

In progress

Harvest Hills Woodbine – still moving along at about 32/33 homes sold of the 40

Wabash Landing Malvern – anticipate a June/July start date and using Mark Hughes to build the homes.

North Ridge Acres Hamburg – IEDA wanted a bunch of new documents, getting those filed. Tamara knows how to do pay applications now. John, Ashley and the city met about the project, and everyone is on the same page.

712 Lofts Glenwood – things are progressing well.

Burr Oak Glenwood – ready for move-ins and to start income verifications – need to approve 51% of rentals

5th Ave Homes Logan – project 50% complete

Arbor Hills Glenwood – moving quickly

Hamburg Levee – the work will finish, and Hamburg will not have to pay out any more funds, the money was paid up front.

Hamburg/Fremont County Commercial Buyouts – first draft is being reviewed by SHPO and FEMA

Water Sewer

Harlan W/S – awarded

Randolph – construction will start June

Mondamin – all underway – need paperwork cleared up

Comprehensive Plans

Montgomery County – first draft is coming together

Villisca – first draft is coming together

Red Oak – first draft is coming together

Missouri Valley, Atlantic & Harrison County – all could be coming up as Comp Plans to engage in

HMP

Fremont – FEMA and HSEMD hashing out changes

Page – need a resolution from Blanchard

Montgomery County – starts this summer

Long Range Transportation Plan and Public Participation Plan

LRTP – meetings to be scheduled – extension until June 19, 2025

PPP – this goes hand in hand with LRTP and shouldn't change much

Zoning

Dunlap

Missouri Valley

Glenwood

Codes

Harrison County

Villisca

Wiota

Yorktown

Panama

Modale

Braddyville

Mondamin

Hamburg

Pacific Junction

Irwin-almost done

Tennant-done

Hendersen – new – looking at Ragbrai ordinances

Potential CDBG

AMU – April 1 – water/sewer

submitted

Persia

Potential July 1 - water tower

Elk Horn July 1 – water

Potential July 1 – water

Little Sioux July 1 – water/sewer

Potential July 1 – sewer

Essex April 1 – water/sewer

submitted

Oakland-October 1 – maybe July 1 – not ready yet

Randolph – unknown – water application – DNR permit won't be ready for a year

Defiance – sewer – July or October

Needs LMI & PER

Other

Catalyst grant for Tim Guinnan in Logan IA – **submitted**

Elliot Food Pantry – **submitted**

RPA Special Projects – trail mapping – have bids for trail mapping Golden Hills RC& D and Snyder

A lot of work in Red Oak with Building Permits, flood plain management and zoning. John, Holly & Phil are handling all of that.

New cities/services to cities to potentially work with – City of Emerson re: zoning map/ordinances and City of Stanton re: building codes, inspections, and permit fees.

SWIPCO BOARD MEETING—April 25, 2024

HOUSING REPORT:

- Lead Abatement (HUD)
 - 3 completed, 6 in process, 1 ready for inspection
- Council Bluffs CDBG
 - 86 inspections to date
 - 65 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 – 21 closed
 - Logan – 3 units
 - Glenwood – 41 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 18 completed; 1 in process
 - 2024 IFA
 - Homeownership Assistance: 15 closed, 9 in process
 - Repair 1 completed; 2 in process
 - IFA HRPP (Home Repair Pilot Program)
 - 20 possible applicants; 3 completed; 5 in process; 2 in bid process; 4 ready for inspection; 3 not released to SWIPCO; 3 in verification
 - 2023 Iowa West
 - 13 rehab projects completed; 2 in process
 - Funding spent
 - 2023 FHLB
 - 4 applicants, 1 in process; 3 bid process
- HOMES FOR IOWA
 - 8 applicants – 2 withdrew; 2 looking for financing; 1 ready for 2nd viewing; 3 waiting on city
- DEMO
 - Remaining funds: \$5,597 in 2023 grant and \$35,000 in 2024 grant

April 25, 2024 Transit Report

March numbers

50,976---Rides 192,965--Miles 10,403---Hours

School Routes----7,045

Taxi---5,050

Workforce---8,857