

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of May 29, 2013; at 2:00 PM

Chariton Valley Planning & Development Council Office, Centerville, Iowa

Present: Dennis Ryan, Dean Kaster, John Hamilton, Larry Davis, Bill Alley, Nichole Moore, Julie Pribyl

Absent: None

Guest: None

Approval of Agenda:

Ryan made motion to approve agenda, Hamilton seconded. All in favor

The agenda was approved unanimously as presented.

Approval of Minutes:

Ryan made motion to approve the minutes for April 16, 2013, as presented. Hamilton seconded. All in favor.

Review of Financial Reporting:

Bank statement for April was presented with a balance of \$ 25,289.47. Ryan made motion to accept the balance as presented on statement. Davis seconded. All in favor.

Bills/Payroll was presented for approval in the amount of \$ 39,146.98. Davis made motion to approve bills/payroll as presented. Hamilton seconded. All in favor.

Deposits were presented in the amount of \$ 36,794.12. Alley made motion to accept the deposits as presented. Davis seconded. All in favor.

Commercial Loan ending #0531 was shown with balances of \$ 70,357.29 and \$ 0.00 for note ending 1302. Hamilton made motion to accept the update on balances. Ryan seconded. All in favor. Hamilton made motion to put another \$15,000 on the commercial loan as soon as possible. Alley seconded. All in favor.

Mortgage Loan was shown with a balance of \$ 25,556.09. Hamilton made motion to accept the update on balances. Ryan seconded. All in favor.

The board also reviewed the bank reconciliation report as presented for April 2013, along with the Profit & Loss report for July through April 2013. Davis made motion to accept reports as presented. Hamilton seconded. All in favor.

Review of Draft FY14 Budget. This will need final approval at June meeting.

Summary of Meeting:

New Business:

Board conducted staff evaluations for both Nichole Moore and Julie Pribyl.

Moore & Pribyl provided the board with project updates from the organization. Moore stated that she was still working with IDOT on the programming and planning concerns for transportation. At this time, no proposal or review from DOT has been sent to CVPD for review.

CVPD is waiting for the City of Seymour and City of Allerton to receive their official contracts for the housing rehabilitation. City of Seymour and City of Moulton Sanitary Sewer projects are moving forward. Moore gave a brief summary of the work that is being completed with the EDSA project (Shark Fins Shears) in the City of Centerville. Staff has also been working with ISU CIRAS group on the Appanoose County Sustainable Economies projects.

CVPD has also been approached by members of the Chariton Valley Regional Housing Trust on some possible administration needs in the future. Moore will need to get additional information from them on this. CVPD has also been approached by members of the Centerville Downtown Revitalization committee to possibly assist in the grant writing of the next CDBG application. Moore will get more information on this.

Pribyl stated that CVPD received a request to assist in writing the communities' Emergency Plan. They will be meeting with local Emergency Management Coordinator to review the information that is needed and send proposal of timeline and cost to city.

Updates on the CVTPA planning elements were given. City of Centerville received funding for replacement of stop signs through a grant that we wrote to IDOT, assist with trails questions, safe routes to school questions and APNC project update.

Moore stated that the FY13 audit will be starting in July with TD&T Financial.

No other board discussion or closed session needed.

The next meeting was set for Wednesday, June 26, 2013 at 12:00 pm. Location will be at the CVPD office.

Alley made motion to adjourn, Davis seconded. All in favor.

Respectfully submitted,

Nichole L. Moore, Executive Director