

CITY OF PANORA

City Council Meeting

REGULAR MEETING MINUTES FOR MONDAY, OCTOBER 24TH, 2022 AT 5:30 P.M.

I. Mayor Parker opened the council meeting at 5:30 p.m. and called Roll. Council members present were Brian Dorsett, Tom Flanery, Shane Gliem, Stan Landon, and Curtis Thornberry. Staff attending were Doug Long-Electrical Superintendent and Lisa Grossman-City Administrator. The meeting was accessible electronically thru GoToMeeting as allowed by Section 21.8 of the Iowa Code.

II. Approval of Agenda – Flanery made a motion to approve the agenda, seconded by Landon. Motion carried unanimously.

III. Public Forum – None

IV. Consent Items – Thornberry moved to approve the minutes of 10-10-22 Regular Meeting, seconded by Dorsett. Motion carried unanimously.

V. Council Business

A. Resolution 22-55 was discussed, approving the official zoning map. Thornberry made a motion to approve, seconded by Landon. With the roll being called, the resolution carried unanimously.

B. A public hearing was held on October 24, 2022 as part of the City Council meeting to hear comments on the city's application for a Community Development Block Grant (CDBG) for Upper Story Housing. The hearing was opened at **5:30 P.M.** by **Mayor Pat Parker**. The hearing was pursuant to the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1987, as amended March 25, 1988. The Iowa Economic Development Authority (IEDA) will advise all CDBG applicants and grantees of the requirements, and of acceptable means to amended, to ensure compliance with said requirements by all applicants for and recipients of CDBG funds administered by the State of Iowa. The public was informed that IEDA requires reasonable public access to all local meetings, project records and information relating to the proposed and actual use of CDBG funds. All CDBG related meetings should be conducted in public buildings.

The need for upper story housing rehabilitation has been realized by the **City of Panora** through a Housing Needs Assessment, approved at the public hearing. The proposed project will provide three new rental units in the currently vacant upper story of the building located at **113 E. Main St., Panora, IA 50216**. The proposed project would be funded through a variety of sources including a **\$550,000 CDBG grant**, City of Panora Façade Program, City of Panora LMI funds & private loans. All three of the units will be designated for LMI families, resulting in all CDBG funds benefiting clients at or below 80% AMI. No businesses or individuals will be displaced as a result of this proposed project.

The total project is estimated to be **\$761,026** which includes grant administration of **\$25,000**. The application will be submitted on or before November 1, 2022.

Community Development and Housing Needs Assessment Approved: Discussions were conducted regarding results and recommendations from the 2022 Panora Housing Needs

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Assessment. Major goals cited were to improve owner-occupied housing stock, increase homeownership opportunities, improve renter-occupied housing stock and promotion of Panora. Efforts to meet these goals will include the following: Partner with Habitat for Humanity, COG Housing Trust Fund and New Opportunities for programs to preserve existing homes. Continue supporting Panora Tele-Co in acquisition and demolition of blighted properties and promote the infill lots for new construction. Continue tax-abatement/incentive program for new construction and substantial renovation projects. Continue development of streets, infrastructure and lots near school buildings for new housing development. The city has created incentive funding for improvement of buildings in the downtown district and will be applying for a CDBG Upper Story Housing Conversion grant. No comments were received. The Public Hearing was closed at 5:30 PM.

C. Resolution 22-56 was then considered, approving the City of Panora applying for a Community Development Block Grant for Upper Story Housing Conversion at the property located at 113 E Main Street, Panora IA. Dorsett made a motion to approve, seconded by Landon. With the roll being called, the resolution carried unanimously.

D. Resolution 22-57 was also discussed, approving LMI grant funds and a downtown façade rebate contingent upon grant award. Thornberry made a motion to approve the LMI grant of \$15,000 and façade rebate of \$10,000, seconded by Gliem. With the roll being called, the resolution carried unanimously.

E. In addition, Resolution 22-58 was reviewed, authorizing the contracting with Region XII, contingent upon grant award, to provide administrative services should a Community Development Block Grant Upper Story Housing Conversion Grant be awarded by the Iowa Economic Development Authority for the property located at 113 E Main Street, Panora, IA. Thornberry made a motion to approve with the fee amount not to exceed \$25,000, seconded by Landon. With the roll being called, the resolution carried unanimously.

F. The 2880 Form for the CDBG Program was discussed. Landon made a motion to approve, seconded by Flanery. With the roll being called, the motion carried unanimously.

G. The Federal Assurances for CDBG Program was also considered. Thornberry made a motion to approve, seconded by Dorsett. With the roll being called, the motion carried unanimously.

H. A discussion was held regarding camper parking on the public right-of-way. No action was taken by the Council.

VI. Information Items. Administrator Grossman provided a verbal report to the Council.

Mayor Parker asked for a motion to adjourn. Landon made a motion to adjourn at 5:58 p.m., seconded by Flanery. With the roll being called, the motion carried unanimously.

Patrick Parker, Mayor

ATTEST:

Lisa Grossman, City Administrator

Mayor Patrick Parker