

Southeast Iowa Regional Planning Commission  
Executive Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
April 23, 2015

Members Present: Brent Schleisman, Sue Frice, Mark Huston, and Gary Folluo

Members Absent: Hans Trousil

Staff Present: Mike Norris, Bob Kuskowski, Lori Gilpin, Zach James, and Debbie Laughlin

Guest Present: Jason Huddle, Iowa DOT

Call to order at 12:03 p.m.

### **Agenda Approval**

Motion by Folluo to approve the April 23, 2015 agenda, second by Frice. All Ayes, motion carried.

### **CONSENT AGENDA APPROVAL**

Norris stated that staff has begun to collect pictures of impactful projects around the region and are displaying them throughout the office hallways. He invited board members to check out the new pictures. Norris is on the steering committee for Stronger Economies Together (SET) grant. Financials are stable at the end of March. Accounts Payable will be picking up with Multi-Family New Construction (MFNC) projects coming on line. Motion by Frice to accept the consent agenda, second by Folluo. All Ayes, motion carried.

### **Old Business:**

1. Southeast Iowa, Inc.: Norris stated that Southeast Iowa Housing, Inc. (SIH) was originally incorporated as a 501C3 non-profit organization for the purpose of being a Community Housing Development Organization (CHDO). SEIRPC's involvement with a CHDO was not doable when federal rules changed and made it impossible to staff. Since the need for affordable housing still exists, and we have a 501C3 organization doing nothing, staff will be meeting in the next few months to discuss SIH partnering with organizations and other developer options to collaborate projects that will fit with its mission. No action necessary.
2. EDA Peer Evaluation: Norris stated that as a certified Economic Development District (EDD) with the Economic Development Administration (EDA), SEIRPC submits to triennial peer evaluations. EDA (Denver Region) evaluates SEIRPC's economic development program with a peer regional organization. Tom Higganbotham, Executive Director of Northeast Nebraska Economic Development District, fulfilled the roll of peer. Overall reviews came back above average, with some suggestions for improvement. No action necessary.

### **New Business:**

1. Resolution #109-2015 EDA RLF Plan Certification : Norris stated that every year we have a resolution verifying that SEIRPC is following the terms of its EDA RLF program and plan for the EDA I loan pool. Huston made a motion to approve Resolution #109-

2015 EDA RLF Plan Certification, second by Folluo. A roll call vote was taken. All ayes, motion carried.

2. Resolution #110-2015 EDA RLF Plan Certification : Norris stated that every year we also have a resolution verifying that SEIRPC is following the terms of its EDA RLF program and plan for the EDA II loan pool. Huston made a motion to approve Resolution #110-2015 EDA RLF Plan Certification, second by Frice. A roll call vote was taken. All ayes, motion carried.
3. Position Description: Norris stated that the new position description for Regional Development Coordinator is to more adequately set expectations and structures for some current activities already being performed by a staff member and some activities and elements for future work. Frice made a motion to approve the new position description for Regional Development Coordinator, second by Huston. All ayes, motion carried.
4. Development Trust: Norris stated that a new idea is being discussed at this time. A development trust may be a way to stabilize buildings for later investment. There are many dilapidated single family dwellings, and several central business district buildings are in poor shape. The purpose would be to acquire the buildings, stabilize them and essentially moth-ball them for future sale and utilization. This would be somewhat similar to a Land Bank project, and would be a possible use for the 501C3 Southeast Iowa Housing, Inc. (SHI). The funds made when sold could be put into other acquisitions of the same nature. The consensus of the board was that they liked the concept, but were concerned about funding. No action necessary.

**MATTERS FROM THE FLOOR:**

Jason Huddle, Iowa DOT, stated that he and Zach James are attending a preconstruction meeting on Tuesday, April 28<sup>th</sup> regarding highways 61 and 34 involving work on the Bridge. During construction it will go from 4 lanes to 2 lanes for about a mile or two. He suggests avoiding that area during that time.

Motion to adjourn meeting by Frice.  
Second by Huston. All Ayes

Meeting adjourned at 12:49 p.m.

Submitted by Debbie Laughlin

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Mike Norris, Executive Director

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Mark Huston, Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_