

**Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
August 25, 2011**

Members Present: Brent Schleisman, Sue Frice, Hans Trousil, Jim Howell, and Gary Folluo,
Staff Present: Mike Norris, Debbie Laughlin, Bob Kuskowski, Kim Schisel, and Zach James

Call to order at 11:00 a.m.

Agenda Approval

Motion by Howell to approve the August 25, 2011 agenda, second by Folluo. All Ayes, motion passed.

CONSENT AGENDA APPROVAL

Motion by Trousil to accept the consent agenda, second by Folluo. All Ayes, motion passed.

Old Business:

1. Lee County Transit Update: Norris stated that SEIRPC is working with Lee County and Iowa DOT on transitioning services from 10-15 Transit to SEIBUS, and that Lee County officially requested to leave the 10-15 28E agreement, which the 10-15 board denied. Norris stated that 10-15 Transit has indicated that they will not return vehicles to Lee County if Lee County leaves the 28E, and that the DOT has indicated they would allow Lee County to contract with SEIBUS even if technically part of the 28E. Folluo stated that 10-15 Transit has been non-responsive to come in to talk, and that Lee County was not aware that they had signed a 28E with a termination clause of one year notice. He further stated that the 28E agreement was not filed with the Secretary of State, there are no records authorizing the signing of the 28E agreement, and that Lee County has an attorney looking into the validity of the expanded 28E agreement. Norris stated that staff is working on acquisition of buses and assessing staffing needs to enable as smooth a transition as possible when it is needed. No action necessary.
2. CEDS (Comprehensive Economic Development Strategy) Update: Norris stated that the CEDS steering committee will have its first meeting on September 1st, and that the committee was formulated using EDA guidelines to achieve a diverse representation with half of the members being from the private sector, and with equal representation from each county in the region. Norris further stated that SEIRPC will combine its regional documents into one format enabling efficiencies in staff time, committee time, and idea sharing between planning areas (Economic Development, Transportation, and Community Development (Housing, and Infrastructure.) Norris stated that the 2012 Comprehensive Economic Development Strategy must be finalized by September 2012. No action necessary.

New Business:

1. Draft Public Participation Plan: James stated that as SEIRPC begins work on updating the Regional Long Range Transportation Plan, the Iowa DOT suggests a review of the Public Participation Process, thereby allowing for a better plan. James stated that a full draft of the Public Participation Plan would be available for the next Full Board Meeting in September. No action necessary.
2. State / Federal Funding Update: Norris stated that SEIRPC utilizes numerous state and federal funds for the betterment of the region, which are considered discretionary spending, which could be reduced in the next year and upcoming decade. Norris further stated that SEIRPC has already seen a reduction of STP funds (25%) as the tax revenues into the Highway Trust Fund were insufficient to meet obligation authority for the funds. Norris stated that staff must continue to be proactive with members and regional partners, using advance planning, project bundling, and smart project development to keep southeast Iowa competitive in securing funding sources. No action necessary.
3. Buxton Scout Information: Norris stated that he attended a presentation by Buxton Company last month promoting their Scout software product which is web based and overlays its economic, demographic, and psychographic information to businesses on Google Maps. Norris further stated that information contained in the software is a comprehensive database of census data, economic data, data Buxton has purchased from other sources, and business data. Norris stated that he sees this as a potential regional opportunity using SEIRPC as the regional user/disseminator of information and data to regional partners at a low cost per entity. No action necessary.
4. Flint River Trail Award: Norris stated that the National Association of Development Organizations (NADO) has awarded SEIRPC an "Excellence in Regional Transportation Award" for facilitating and developing the Flint River Trail in rural Des Moines County and Burlington. He further stated that SEIRPC has lead fund raising efforts, grant writing, development strategy, and facilitation between the county and the City of Burlington for the joint trail development. No action necessary.
5. Housing Construction Trailer Update: Norris stated that SEIRPC was the recipient of a Self Help Housing grant through USDA-Rural Development, and at the end of the project SEIRPC successfully petitioned the USDA-Rural Development to maintain ownership of the construction trailer and tools for affordable housing development in the region. Norris further stated that users of the construction trailer must carry proof of insurance and assume liability for the use of the tools, and provide consumable items (blades, bits, etc.) and replace tools that are damaged during use. Norris stated that a pre-use and post-use inventory will be utilized. Norris invited the board to get the word out in regard to its use, and mentioned that we would get identification information on the trailer soon. No action necessary.

MATTERS FROM THE FLOOR:

James stated that they are progressing with the Speed Indicators study in the region. Gary Folluo informed everyone of the Sunset Memorial Service to honor the first Civil War soldiers that were buried in the historic Keokuk National Cemetery in 1861 (150 years ago.) He stated that this event would be at 6:30 p.m. on September 24th at the Keokuk National Cemetery.

Motion to adjourn meeting by Howell.
Second by Trousil. All Ayes

Meeting adjourned at 11:50 a.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Jim Howell, Secretary

Date: _____

Date: _____