

**Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
February 23, 2012**

Members Present: Brent Schleisman, Hans Trousil, Jim Howell, and Gary Folluo

Members Absent: Sue Frice

Staff Present: Mike Norris, Debbie Laughlin, Bob Kuskowski, Kim Schisel, and Jeff Hanan

Call to order at 12:11 p.m.

Agenda Approval

Motion by Folluo to approve the February 23, 2012 agenda, second by Howell. All Ayes, motion passed.

CONSENT AGENDA APPROVAL

Norris stated that one of the building's redundant sewer pumps was replaced recently with some odors emanating from the sewer pit disturbing the tenant, and staff retained commercial air purifiers/deodorizers and alleviated the issue. He further stated that Mediacom has completed their installation of new cable to the SEIRPC building as a backup Internet connection to the QWEST connection. Howell stated his concerns with the Aging Summary page of the Financials, and Schisel stated that most of the money showing due has since been received since then, but that IFA monies are handled differently for housing needs as they are expended. Motion by Folluo to accept the consent agenda, second by Trousil. All Ayes, motion passed.

Old Business:

1. Traffic Speed Indicators: Norris stated that staff has been working on the Traffic Speed Indicators project for over a year with research, surveys, and the RFP (request for proposal) processes. He further stated that 10 RFPs were sent out for 1 sign mounted and 1 trailer mounted traffic speed indicator and that 4 proposals were received. Norris stated that after a review of all of the products, contacting nearby references, and evaluating costs, staff is recommending the purchase of the traffic speed indicators from Traffic Logix. Folluo made a motion to Recommend to the Full Board for Approval of the Purchase of Traffic Speed Indicators from Traffic Logix for \$10,484, second by Trousil. All Ayes, motion passed.
2. Renewable Energy for SEIRPC Building: Norris stated that a Level II energy audit was recently completed by Michaels Energy, through Alliant Energy, which resulted in finding out that the SEIRPC building uses 40% less total energy than comparably sized buildings that have been audited. He further stated that energy efficiency measures totaling \$12,200 were recommended to save approximately \$3,900 annually, amounting to roughly a 15% savings in electricity usage. Mike stated it is unknown if all

the measures could be implemented and that they need to run the numbers and at the point where it appears feasible to do a renewable project, staff will address the Board of Directors for options moving forward. No action necessary.

3. CHDO (Community Housing Development Organizations): Norris stated that staff has continued working with Fagre, Baker, Daniels LLP of Minnesota to establish a CHDO establishing the name Southeast Iowa Housing, Inc. with the incorporator and registered agent (Mike Norris). He further stated that the next steps will be reviewing the incorporation filing for the organization and filing for non-profit status with the IRS. Norris stated that the goal is to have the organization established by the end of the year, and applying for the 2013 round of HOME funds. No action necessary.
4. Lee County Economic Development: Norris stated that Lee County Economic Development Group (LCEDG) has offered an ex-officio seat on their board of directors to SEIRPC and that on behalf of SEIRPC, he has accepted. Schleisman stated that being more involved with the economic development groups helps to open up the communication lines and build relationships, thereby strengthening our organization. No action necessary.

MATTERS FROM THE FLOOR:

Folluo stated that he could probably arrange to bring Nancy Snaadt from Alliant Energy to the next Full Board Meeting to discuss potential partnerships with Alliant Energy.

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

Meeting adjourned at 12:39 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Jim Howell, Secretary

Date: _____

Date: _____