

Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
February 26, 2015

Members Present: Brent Schleisman, Hans Trousil, Mark Huston, and Gary Folluo
Members Absent: Sue Frice
Staff Present: Mike Norris, Bob Kuskowski, Lori Gilpin, Jeff Hanan, Zach James, and
Debbie Laughlin

Call to order at 12:17 p.m.

Agenda Approval

Motion by Trousil to approve the February 26, 2015 agenda, second by Folluo. All Ayes, motion carried.

CONSENT AGENDA APPROVAL

Norris stated that some HVAC work has been completed upstairs with rearranging thermostats to more evenly distribute heat/cool for the atrium and 2nd floor. Staff has implemented some of the Energy Audit recommendations. The board packet includes both December and January financials. December financials were not ready in time for the January meeting due to health insurance changes and accompanying journal entries. Motion by Folluo to accept the consent agenda, second by Trousil. All Ayes, motion carried.

Old Business:

1. Downtown Energy RLF: Norris stated that the downtown energy RLF previously proposed by staff will not go forward. Support for the project in local match was not sufficient to apply for a useful amount of funds. SEIRPC will continue to look for and develop projects beneficial to regional downtown areas in the future. No action necessary.

New Business:

1. RLF Application: River Ridge Dental Care, Inc. & River Ridge Enterprise, LLC: Hanan stated that River Ridge Dental Care, through primary lender Two Rivers Bank & Trust, has applied for \$149,500 in revolving loan funds to be used for the purpose of purchasing the building that houses the dental office at 700 N. 3rd St., Burlington. The project is expected to retain 8.5 jobs and is essentially phase II of the succession plan. The SEIRPC Loan Review Committee met on February 19th to consider the application and voted unanimously to recommend funding the request. Trousil made a motion to approve the RLF Application from River Ridge Dental Care, Inc. & River Ridge Enterprise, LLC in the amount of \$149,500 from the EDA 1 RLF Fund with the following terms: 10 year amortization; Interest rate 3%; and Collateral: Real estate mortgage; General UCC business lien filing, and personal guarantee, second by Huston. All ayes, motion carried.

2. COG Impact Presentation: Norris highlighted the Councils of Governments (COGs) impact report collected from responses from its 17 members of the Iowa Association of Regional Councils (IARC) over the past five fiscal years. 2,600 jobs created or retained through revolving loan funds; \$453 million in federal transportation funds programmed through Transportation Improvement Programs; 2,900 homes rehabilitated, owner and renter occupied; 1,300 homes financed through down payment assistance; and \$226 million secured for water and sewer infrastructure projects. He also went over those figures that were effected by SEIRPC alone and noted that our share of the aggregate numbers prove higher than the 5.8% proportion that SEIRPC comprises of the Iowa COGs. He attributed strong board leadership, excellent staff, and trusting relationships within the region to SEIRPCs successes. No action necessary.

3. Outreach Communications: Norris stated that staff has initiated a process to review its communication methods and expectations. He highlighted the outline of the process and methodology which included designing and sending out surveys to internal and external partners, analyzing the data and putting together a draft of results and prioritizations for the Executive Committee in April and final drafts in June and July which would include an implementation plan. Typical communication that SEIRPC currently provides include: newsletters, SEIRPC FaceBook page, SEIRPC Website, phone calls, emails, group meetings, presentations, etc. No action necessary.

MATTERS FROM THE FLOOR:

None.

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

Meeting adjourned at 12:35 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____