

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
January 28, 2016**

Members Present: Brent Schleisman, Sue Frice, Mark Huston, Gary Folluo, Hans Trousil, Brad Quigley, Klay Edwards, Steve Bisenius, David Varley, Bob Beck, Dr. Steve Titus, Bob Hesler, Jim Davidson, Ron Sadler, and Aaron Burnett

Members Absent: Dr. Michael Ash, Chris Ball, Greg Moeller, and Richard Taylor

Staff Present: Mike Norris, Debbie Laughlin, Zach James, Jeff Hanan, and Nicole Baker

Guests Present: Nancy Folluo, Morgan Folluo, Lois Roth, Sherry Zeller; and Rex Troute, The Hawk Eye; Jason Huddle, Iowa DOT

Call to order at 12:04 p.m.

Membership Introductions:

Schleisman introduced our newest board member, Aaron Burnett, City Administrator of Keokuk. He asked that everyone introduce themselves to him.

Presentation of Leland McCosh Award:

Norris stated that the 31st Annual **Leland McCosh** Memorial Award is named in honor of the late Leland McCosh, longtime Mayor of Winfield and a founder of the Regional Planning Commission. The award honors a public or elected official who has made outstanding contributions to his/her community in the region, and this year's recipient is Gary Folluo. He is currently serving his second term on the Lee County Board of Supervisors. In addition to serving on the Executive Board of SEIRPC, Mr. Folluo has, for most of his years, been an active supporter and volunteer to numerous civic organizations which improved Lee County, our four county region, and our Tri-State region – taking leadership roles in most of these organizations. These organizations included the Highway 61 Coalition, the Lee County Economic Development Group, the Great River Region, the Mid-America Port Commission, the SE Iowa Regional and Port Authority, and the Keokuk Economic Development Corporation. In addition, Mr. Folluo has spearheaded such initiatives as Wreaths Across America, and has been a major supporter of such organizations as the American Legion and the Lion's Club. Mr. Folluo was one of the two Lee County Supervisors who successfully negotiated with Orascom Industries to bring to Southeast Iowa the \$2 billion Iowa Fertilizer Company. Gary Folluo thanked Steve Bisenius for the nomination, and introduced his wife, Nancy, and daughter, Morgan. He shared a story about when it was his first day as the Mayor of Keokuk, and his first call was to SEIRPC to discuss getting help with the relocation of a storm sewer. In 1997 Regional Planning played a big part in their Main Street project.

Presentation of LeRoy Meyer Award:

Norris stated that the 15th annual LeRoy Meyer award is presented in memory of LeRoy Meyer in recognition of non-elected individuals who have made outstanding volunteer,

community development contributions within his/her community in the Southeast Iowa Region, and that this year's recipient is the late Brian E. Roth. Brian Roth was a director of Southeast Iowa Community College at the time of his death on 9/9/15. He was a passionate advocate for his community, county and region. He served as past president of the Kiwanis Club, a Mount Pleasant Golf and Country Club board member, an active member of St. Alphonsus Catholic Church, and was elected to serve on the Board of Trustees for Southeastern Community College from 1999 until the present. He was always eager to participate in SCC's student award celebrations, was a great supporter of the SCC Foundation and the SCC Alumni Association activities. He was a Farmers and Merchants Mutual Telephone Company board member. In 1966, Brian was named the Mount Pleasant Citizen of the Year, and most recently was named a 2015 Friend of Education by the Mount Pleasant Education Association. Brian was Managing Partner for Eldon Roth Insurance Agency/Crossroads Financial Group. In 2000 he was honored with the National Guardian Life Insurance Company's L.J. Larson Award of Excellence. Brian's wife, Lois Roth, accepted the award on his behalf. She introduced Marc Lindeen, Henry County Supervisor, who nominated Brian for the award, and also their close friend, Sherry Zeller. Lois said that Brian would have been proud to receive the LeRoy Meyer award among the names of those who have preceded him with this honor. He loved working with the people, and he particularly loved the education side of his accomplishments.

Election of Officers

Sadler made a motion to accept the slate of Executive Committee officers as follows: Brent Schleisman, Chair; Sue Frice, Vice Chair; Hans Trousil, Treasurer; Mark Huston, Secretary; and Gary Folluo, Member at Large, second by Beck. All ayes, motion carried.

Agenda Approval

Motion by Trousil to approve the January 28, 2016 agenda, second by Bisenius. All Ayes, motion carried.

Consent Agenda Approval

Norris stated that a new heat exchanger was installed in the atrium air handling unit. All other operations are normal. The Iowa Association of Regional Councils (IARC) has appointed Norris as the Regional Planning Affiliation (RPA) representative for the Iowa DOT's FAST Act stakeholder committee. The new Federal transportation bill requires each state to assemble stakeholder committees to advise the state on related policy implementation. Financials reflect the high accounts receivable for Medicaid transportation and multi-family new construction. Payment is expected in the next quarter. New reporting requirements for IPERS are also reflected on the balance sheet into the foreseeable future. Motion by Trousil to accept the consent agenda, second by Bisenius. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan mentioned that we have an RLF application up for approval from the board today. We are continuing to work on the RLF work plans

which will be presented at our Full Board Meeting in March. The MFNC round 6 projects are moving along. In Mount Pleasant (Brazelton) a 20-unit project is expected to be completed in May 2016. In Fort Madison downtown, the 28-unit (total) project is expected to be completed in June/July 2016. In Burlington downtown (Tama Building), the 48-unit project is expected to be completed in October 2016. Iowa Finance Authority (IFA) awarded the GRHTF \$285,000 for FY 2016 housing activities. Hanan thanked the regional members for their local match contributions. James highlighted the planning department report stating that SEIRPC has entered into a contract with Iowa Economic Development Authority (IEDA) to provide mapping assistance for their Certified Site Program. Planning staff is also assisting Des Moines County and the Greater Burlington Planning Department staff to complete a countywide housing needs assessment, which should be completed in spring 2016. Baker stated the first half of FY2016 statistics are showing a general rise, however the CPC Medicaid rides are down. As we prepare for the Medicaid roll out March 1st, staff will attend some additional training of passenger assistance and safe securement. Additional driver meetings will be held to bring them up to par with the expectations of the transportation brokers. Contracts with the brokers should be finalized soon.

2. **Public Hearing: Public Participation Plan – Resolution No. 114-2016:** Schleisman opened the public hearing at 12:36 p.m. James stated that this was introduced at the November Full Board Meeting. Essentially, the Public Participation Plan (PPP) outlines the ways in which members of the public may become involved in SEIRPC transportation planning activities such as: Long Range Transportation Plan; Transportation Improvement Program; Transportation Planning Work Program; and Passenger Transportation Plan. Staff proposes creating two types of amendments – standard amendments and major amendments. A standard amendment is any which does not involve a change in the amount of regional STP/TAP funding requested or a change in project scope that would potentially impact the regional competitive scoring process. A standard amendment requires a public comment period, proof of fiscal constraint, a public hearing, and Policy Board review. A Major Amendment requires that the TAC (Technical Advisory Committee) review it, and recommend to the Policy Board whether or not it should be approved. In addition, it is subject to all of the requirements listed for the Standard Amendment. Currently all amendments go to the TAC, with the purpose of the change being to streamline the amendment system. **Beck made a motion to close the Public Hearing: Public Participation Plan – Resolution No. 114-2016 at 12:40 p.m., second by Folluo. A roll call vote was taken, all ayes, motion carried. Trousil made a motion to approve the Public Participation Plan – Resolution No. 114-2016, second by Davidson. A roll call vote was taken, all ayes, motion carried.**

3. **Public Hearing: Resolution No. 115-2016: Resolution Approving the FFY2016 – 2019 Transportation Improvement Program (TIP) Document Update:** Schleisman opened the public hearing at 12:42 p.m. James stated that the TIP is being updated to reflect the same language outlined in the Public Participation Plan (PPP) regarding the process to making revisions to the TIP. The language is the same as discussed in the previous agenda item regarding the PPP Update. **Sadler made a motion to close the Public Hearing: Resolution No. 115-2016: Resolution Approving the FFY2016 – 2019 Transportation Improvement Program (TIP) Document Update at 12:43 p.m.,**

second by Folluo. A roll call vote was taken, all ayes, motion carried. Frice made a motion to approve Resolution No. 115-2016: Resolution Approving the FFY2016 – 2019 Transportation Improvement Program (TIP) Document Update, second by Trousil. A roll call vote was taken, all ayes, motion carried.

New Business

1. Public Hearing: FFY2016 – 2019 Transportation Improvement Program (TIP) Amendment: Schleisman opened the public hearing at 12:44 p.m. James stated that staff received a request from the City of West Point to amend a project already programmed in the FFY2016 – 2019 TIP due to a minor change in the project boundaries. The amendment is necessary to allow West Point to let bids for the project and begin expending funds this fiscal year. The new description will read: In the City of West Point, Avenue D from 4th Street to 8th Street. Previously it read “to 7th Street”. This change does not require any additional funding or impact previously scored projects, and was unanimously approved by the Technical Advisory Committee (TAC) in December. **Beck made a motion to close the Public Hearing: FFY2016 – 2019 Transportation Improvement Program (TIP) Amendment at 12:46 p.m., second by Folluo. A roll call vote was taken, all ayes, motion carried. Folluo made a motion to approve the FFY2016 – 2019 Transportation Improvement Program (TIP) Amendment, second by Trousil. All Ayes, motion carried.**
2. RLF Application: Parkside Brewing Company, LLC: Hanan stated that Parkside Brewing Company, LLC through primary lender Two Rivers Bank & Trust, is applying for \$100,000 in revolving loan funds for the purpose of building acquisition and business startup. Parkside Brewing Company, LLC is a new business to be located at 2601 Madison Avenue (old Whitey’s building) in Burlington. The brewery will offer an array of award winning craft beers, in addition to artisan pizza and tapas offerings. This project cannot move forward without our gap financing. Hanan stated that the business plan is well put together and that they have a manager lined up. They have experience brewing beer and marketing, and have received numerous awards for their recipes. This project is expected to create 17 FTE jobs within the next four years. The SEIRPC Loan Review Committee met on January 19, 2016 and approved this application. Edwards made a motion to approve the RLF application from Parkside Brewing Company, LLC for \$100,000 from the following sources: EDA I = \$60,000 and EDA II = \$40,000 at 3.5% interest for a 10 year amortization with Collateral: Real Estate Mortgages on business property & personal properties; General UCC business lien filing; Personal Guaranties from principal owners, second by Beck. Trousil abstained from voting as one of the business owners works with the City of West Burlington. All ayes, motion carried.
3. FY2017 Per Capita Rates: Norris stated that the amount proposed for SEIRPC regional dues is \$0.74 per capita (from \$0.72) which increases per capita revenue by \$2,154. The amount proposed for SEIBUS per capita dues paid by the four counties is a 2.5% increase on the per capita base of \$84,359, which increases revenue by \$2,109. Norris explained that dues received by SEIRPC help pay for local match on Iowa DOT and US Economic Development Administration (EDA) planning grants, as well as provide services to the region. Motion by Bisenius to approve raising the FY2017 SEIRPC Per Capita rates to \$0.74 Per Capita and to approve raising the

FY2017 SEIBUS Per Capita rates to reflect a 2.5% increase, second by Edwards. All Ayes, motion carried.

4. FY2015 Annual Report: Norris highlighted the FY2015 Annual Report and commented that SEIRPC continues to produce results for the region. In FY2015, \$12 million from outside grant sources was secured, creating a 142:1 return on investment from member dues. Housing services continue to benefit the region. 156 individual housing units were affected through new construction, rehabilitation, or down payment assistance. SEIBUS provides great service by transporting residents to work, medical appointments, and other destinations. Total provided rides in FY2015 total just over 142,000. New partnerships started in FY2015. The Community Transition Program is in its second year and has expanded into five counties and two full time staff. SECTORS Partnerships are taking off in southeast Iowa with area workforce officials and economic developers. SECTORS seeks to give manufacturers greater influence in the region to make them more competitive and sustainable. The SECTORS kick-off meeting will be tomorrow. Schleisman extended thanks to all of the SEIRPC staff for a great year and commented that SEIRPC is a very diverse organization. No Action Necessary.

MATTERS FROM THE FLOOR:

Jason Huddle, Iowa DOT, stated that there will be a formal presentation coming up on Tuesday, February 16th at 5:15 p.m. regarding Hwy 61 from Burlington to Mediapolis.

Motion to adjourn meeting by Frice, second by Beck. All Ayes

Meeting adjourned at 1:03 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____