

Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
March 22, 2012

Members Present: Brent Schleisman, Byron Smith, Jim Davidson, Sue Frice, Hans Trousil, Chris Ball, Mark Hempen, Bob Beck, Kent White, Jim Howell, Klay Edwards, Bob Hesler, Phil Thomas, Gary Folluo, Steve Bisenius, Michael O'Connor, and Ron Durbin (alternate for Wapello)

Members Absent: Mark Huston and David File

Guests Present: Jason Huddle, IDOT; and Michael Anderson, The Hawkeye

Staff Present: Mike Norris, Debbie Laughlin, Bob Kuskowski, Kim Schisel, and Zach James

Call to order at 12:04 p.m.

Agenda Approval

Norris stated that we will be removing New Business item No. 3. Revolving Loan Fund (RLF) Application: Café Olde World. Motion by Trousil to approve the March 22, 2012 agenda with New Business item No. 3. Revolving Loan Fund (RLF) Application: Café Olde World removed, second by Beck. All Ayes, motion passed.

Consent Agenda Approval

Howell questioned the check written to Joedee's Bar in Fort Madison. Norris explained it related to Flood Recovery Jump Start projects. Motion by Edwards to accept the consent agenda, second by Hempen. All Ayes, motion passed.

Old Business

1. Department Reports: Norris updated the board on Housing that the housing trust fund is nearly half way through the projected 90 homes for this year, and they are looking for more applicants in Louisa County. He further stated we are applying for HOME funds to allow more dollars for down payment assistance in Louisa County for the initial round and that we have applied for 4 Single Family New Construction homes in the 2nd round. Norris reminded the board that CDBG (Community Development Block Grant) applications are due in November, but that now is the time to plan for the application process to allow time to engage engineers, etc. He further stated that Tracey Lamm is the SEIRPC staff person to contact for CDBG applications. James highlighted some points from the Planning Department report stating that SEIRPC is in the process of setting up interviews for the Summer Planning Internship positions and that staff is beginning work on a Safe Routes to School Plan for the City of Mediapolis and a plan for broadband expansion in Iowa. James talked about grants that have been submitted and mentioned upcoming grant opportunities. Kuskowski stated that SEIBUS has been awarded contracts from the State for two light duty buses and one ADA Accessible conversion van, however needs may have changed regarding the ADA van. He further stated that Consolidated Applications are being prepared and will be presented at the next board meeting. No action necessary.
2. Speed Indicators: James stated that 10 RFPs were sent out for sign mounted and trailer mounted traffic speed indicators and that 4 proposals were received. James stated that

after a side by side 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, and that the Executive Board recommended the same at the February meeting. Bisenius made a motion to Approve the purchase of Four Speed Indicators from Traffic Logix, second by Trousil. All Ayes, motion carried.

3. Comprehensive Economic Development Strategies (CEDs) Update: Norris stated that the CEDs plan is to certify SEIRPC as an Economic District making us eligible to receive \$60,000 from EDA and for eligibility for Department of Commerce funding for regional projects. He further stated that this time we are consolidating three areas into one plan (transportation, economic development, and community development.) Norris stated that staff has met with the CEDs steering committee on the results of 60 interviews and 110 completed written survey responses from the public input portion of the plan, and that the scheduling of the sub-committee have now begun. No action necessary.
4. Community Housing Development Organization (CHDO) Update: Norris stated that staff is continuing to work on the CHDO including contacting prospective board members, completing IRS questionnaires, and developing a scope of work for the organization. He further stated that the non-profit corporation should be in existence as Southeast Iowa Housing, Inc. by the end of the year. No action necessary.

New Business:

1. Draft FY2013 Transportation Planning Work Program (TPWP): James stated that the Draft FY2013 TPWP contains the outline for work performed with federal transportation planning dollars for FY2013. James further stated that the TPWP is funded through a combination of regional STP dollars and federal funds sourced from Iowa DOT. James went over the funding sources chart and corrected a couple of figures: the total Federal Funding (80%) should be \$185,684 and the FHWA STP portion should be \$137,752. James stated that the final approval of the FY2013 TPWP will be at the May full board meeting. No action necessary.
2. Revolving Loan Fund (RLF) Application: Pleasant Prospect Properties, Inc./TNT CNC Holdings, LLC: Norris stated that Tim & Tami Waggoner, through TNT CNC Holdings, LLC, have applied for \$125,000 in revolving loan funds from SEIRPC. He further stated that on March 8, 2012, the SEIRPC Loan Review Committee voted to recommend funding the request under the following terms: \$62,540 from the SEIRPC EDA I RLF Pool and \$62,460 from the SEIRPC IRP II Revolving Loan Fund Pool at the rate of 4% interest for 10 years with 2nd lien position on commercial building; and general UCC business lien filing. Norris stated that the project includes \$62,460 in refinance for repairs & improvements and \$62,540 for working capital. Norris further stated that in addition, Pleasant Properties is restructuring its debt with Lee County Bank & Trust and SBA and amortizing current 20 year notes out to 30 years to increase profits, allowing for restaurant hours to be extended and jobs retained and created. Norris stated that SEIRPC will work through the area USDA office for the additional steps necessary to approve a refinancing application. Motion by Smith to approve Revolving Loan Fund (RLF) Application: Pleasant Prospect Properties, Inc./TNT CNC Holdings, LLC in the amount of \$62,540 from the SEIRPC EDA I RLF Pool and \$62,460 from the SEIRPC IRP II RLF Pool at the rate of 4% interest for 10 years, second by Trousil. All Ayes, motion passed.

3. Revolving Loan Fund (RLF) Application: Café Olde World: Was removed from the agenda.

4. RLF Fund Update: Norris stated that SEIRPC is coming to the end of its performance period for a \$1 million recapitalization of the EDA II Revolving Loan Fund Pool and that there has not yet been a loan awarded from this pool due to a tough lending climate caused by the recession after the flood. Schisel stated that we have received the USDA local match of \$100,000, but the \$900,000 from EDA funds are available to be drawn down as they are loaned out. Norris stated that SEIRPC will apply to EDA for a time extension for the recapitalization of funds in April in advance of the May 30, 2012 deadline. Norris further stated that he would talk to EDA to see how long of a time extension they would allow. No action necessary.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Bisenius, second by White. All Ayes

Meeting adjourned at 12:48 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Jim Howell, Secretary

Date: _____

Date: _____