

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
March 23, 2017**

Members Present: Brent Schleisman, Dr. Michael Ash, Gary Folluo, Brad Quigley, Greg Moeller, David Varley, Bob Beck, Tom Richardson, Klay Edwards, Jim Davidson, and Aaron Burnett

Members Absent: Paula Buckman, Bob Hesler, Mark Huston, Richard Taylor, Hans Trousil, Ron Sadler, and Dr. Steve Titus

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, Zach James, Roger Keller, and Lori Gilpin

Call to order at 12:04 p.m.

Agenda Approval

Motion by Davidson to approve the March 23, 2017 agenda, second by Ash. All Ayes, motion carried.

Consent Agenda Approval

Norris stated that maintenance projects for the upcoming year are being considered such as parking lot striping, mole control, building caulking (part 2), parking lot patching, and replacing carpet in some areas. SEIRPC participated in the Iowa Association of Councils of Governments (ICOG) for a legislative breakfast in early February. Legislators from southeast Iowa visited Norris about area issues, SEIRPC activities, ICOG initiatives and current events at the capitol. Financials are stable, cash is slightly down due to receivables mainly in the Transit Department. Motion by Burnett to accept the consent agenda, second by Folluo. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan highlighted the Development Department report stating that we have been working with a potential RLF in Keokuk that could potentially use Keokuk and/or regional funds – depending on the need. The Multi-family new construction Project #6 in Fort Madison has a new developer and is expected to get started again in May. The upper story redevelopment project in Mount Pleasant is underway and is expected to be completed by July 1st. The Tama Building Project is moving forward and looking nice, as staff went on a tour yesterday. CDBG applications are due April 1st. James reported that interviews were recently held, and offer letters have gone out for a full time Regional Planner, and two Summer Planning Interns. They will all start between mid-May and mid-June. The City of Keokuk reached out to the planning department about assisting in data collection of impervious surfaces in their community. This data will help to further discussions on the creation of a storm water utility. Columbus Junction is meeting in late March or April to consider a project in which our staff would map water and sewer infrastructure in their community to provide them with better data on their system. James discussed grant applications that are in process, as well as some that were

recently funded. Keller reported that he has been meeting with entities to develop an understanding how to better serve agencies and committees such as Healthy Henry County Communities, Lee County Transportation Taskforce, Southeast Iowa Regional Job Fair Planning Committee, and Southeast Iowa Interagency Members Monthly meeting. Driver meetings will be held on March 21 & 22 to further grow our driver's skills, and 100% attendance is projected. We are developing our FY2018 Consolidated Transit Funding Application for IDOT due on May 1st. This will require a public hearing at the next meeting in April. No action necessary.

2. Public Hearing: FFY2017 - 2020 Transportation Improvement Program (TIP) Amendment, Mount Pleasant Street Bridge, Burlington: Schleisman opened the public hearing at 12:22 p.m. James stated that in January, the Board approved a TIP Amendment to add a project relative to the Fort Madison Depot project. If something is added to the TIP, then something must be taken out of the FFY2017- 2020 TIP. Staff has now verified the project to be removed from the FFY2017 - 2020 TIP as City of Burlington, Project #BRM-0977(646)—8N-29: Description: On Mt. Pleasant Street, Over BNSF Amtrak RR and Osborn St. The total cost of the project: \$5,061,000. This project will be amended back into the TIP in FFY2018 - 2021 TIP. Schleisman asked if anyone from the public had any comments. There were none. Ash made a motion to close the public hearing: FFY2017 - 2020 Transportation Improvement Program (TIP) Amendment, Mount Pleasant Street Bridge, Burlington at 12:25 p.m., second by Moeller. A roll call vote was taken, all ayes, motion carried. Ash made a motion to approve the FFY2017 - 2020 Transportation Improvement Program (TIP) Amendment, Mount Pleasant Street Bridge, Burlington, second by Moeller. All ayes, motion carried.
3. RSM Lease Amendment: Norris stated that RSM (formerly McGladrey) is a current tenant in the SEIRPC Building, lower level and has been since December 2011. Their most current three year renewal will go through November 2017. RSM is happy here, and SEIRPC has had a good relationship with them. SEIRPC offered to renew the lease for an aggregate 3% increase for three years, and RSM has accepted the offer, which will bring the monthly rent to \$1,350.60 beginning December 2017. Quigley made a motion to approve the three-year RSM lease agreement beginning December 2017, second by Folluo. All ayes, motion carried.
4. Iowa Prison Industries (IPI) Housing Update: Norris stated that discussions have been taking place over the last two years to develop offender-built homes for affordable housing in Iowa. SEIRPC has taken the lead with IPI to promote the idea with statewide housing trust funds and regional planning entities. The idea is to build around 50 homes annually out of the Newton, IA correctional facility with offenders completing apprenticeship training programs. Support is widespread, however the financing needs have not yet been met. \$1 million is needed for fencing a secure work area, and another \$1 million is needed for inventory, material storage, site work, and some other working capital. No action necessary.

New Business

1. Draft FY2018 Transportation Planning Work Program (TPWP): James stated that the Draft FY2018 Transportation Planning Work Program (TPWP) contains the outline for

work performed with federal transportation planning dollars for FY2018. The work will be performed by SEIRPC planning department staff and includes a wide range of projects. The TPWP is funded through a combination of regional STBG dollars and additional federal funds sourced from Iowa DOT. The federal funds pay for 80% of costs associated with the work program and require a 20% local match, totaling \$283,811 for the Transportation Planning Budget. Some highlights of the FY2018 TPWP include: Update to the region's Long Range Transportation Plan; Technical Assistance with Transit Planning; Technical assistance, data collection and planning related to downtown parking; Working with Iowa DOT and Illinois DOT to complete a study of the Fort Madison Bridge; and management & maintenance of Speed Indicators in the region. The final draft will be presented at the May full board meeting. No action necessary.

MATTERS FROM THE FLOOR:

None.

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

Meeting adjourned at 12:40 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____