

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
March 28, 2013**

Members Present: Brent Schleisman, Byron Smith, Jim Davidson, Sue Frice, Hans Trousil, Chris Ball, Steve Bisenius, David File, Bob Beck, Greg Moeller, Jim Howell, Klay Edwards, Bob Hesler, Dr. Mike Ash, Mark Huston, Gary Folluo, Michael O'Connor, and Andy Truitt

Members Absent: Mark Hempen

Guests Present: Rex Troute, The Hawk Eye; Mayor Dan Wilson and Mary Wilson

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, Bob Kuskowski, Lori Gilpin, and Zach James

Call to order at 12:03 p.m.

Presentation of LeRoy Meyer Award:

Schleisman stated that the 28th annual Leland McCosh award is presented each year in memory of Leland McCosh in recognition of outstanding public service provided to his/her community in the Southeast Iowa Region, and that this year's recipient was Dan Wilson, Mayor of Columbus Junction. Mike Norris read about Mayor Dan Wilson's various accomplishments, including having served 14 years as Mayor of Columbus Junction, his leadership during the impact and recovery from the flood of 2008, the city taking ownership of highway 70 in the city limits, and when a new civic center was built. In addition, Mayor Wilson was a founding board member of Louisa Development Group and Wildcats First as well as an active member of various clubs and organizations. Dan Wilson accepted the award with appreciation and thanked Southeast Iowa Regional Planning Commission for their input and administration of many projects over the years.

Agenda Approval

Motion by Folluo to approve the March 28, 2013 agenda, second by Ash. All Ayes, motion passed.

Consent Agenda Approval

Norris acknowledged the addition of SEIRPC's new Receptionist, Stacey Fincher, and encouraged everyone to stop by and say hello to her and introduce themselves. Motion by Trousil to accept the consent agenda, second by Bisenius. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan highlighted the Development Department report stating that the Multi-Family New Construction (MFNC) Round #5 awards will be announced in April and that we submitted for 10 projects at a little over \$11 million. Hanan stated that SEIRPC received a 3 month extension from EDA for re-cap funds and that all but \$45,000

is committed. Hanan further stated that the CDBG Water/Sewer funding announcement is expected later this month as we applied for three projects (Mount Pleasant, Wapello, and Conesville.) James highlighted some points from the Planning Department report stating staff has started working on hazard mitigation plan updates for Lee and Henry Counties. He further stated that a nearly 6 mile off-road portion of the Flint River Trail will be opening this spring, marking one of the few major off-road trails in Southeast Iowa. James stated that the City of Burlington has submitted several Safe Routes to School applications for regional members, which will be that last go-around before Safe Routes to School applications will no longer be accepted by Iowa DOT due to the changes in MAP 21 and the new Transportation Alternatives Program. Kuskowski stated that the new van they have been talking about for Louisa County is now here, and it can accommodate 2 wheelchair positions and will be 30% better fuel mileage. He further stated that he has been in contact with Iowa Home Based Services, who has recently purchased a building in Montrose, regarding providing transportation from both Keokuk and Burlington to the new facility once it is ready. He stated he is working on pricing and that it could generate an estimated 14,000 rides annually. No action necessary.

2. Transportation Alternatives Application: James stated that as previously reported, Transportation Alternatives Program (TAP) consolidates the Transportation Enhancement Program, Federal Recreation Trail Program, Scenic Byways Program, and Safe Routes to School Program, which will force SEIRPC to change a portion of the existing Enhancement Application to allow for the changes in eligibility under the new TAP application. He further stated that due to the changes with the TAP program, and since no applications have been received, staff is recommending extending the deadline for TAP applications. James stated that staff will do some outreach and education efforts to notify regional members of the changes, on March 29th – sending out notice of TAP applications being accepted, and June 28th being the date that applications are due to SEIRPC. File made a motion to approve authority for the SEIRPC staff to extend the Transportation Alternatives Application (TAP) date to June 28th, and to educate the region about the program changes, second by Beck. All ayes, motion carried

3. Public Hearing: Resolution No. 98-2013: A Resolution to Accept and Receive 2014 Update to the FFY2010 - FFY2013 Passenger Transportation Plan (PTP): Schleisman opened the public hearing at 12:28 p.m. James stated that the PTP is a required document by Iowa DOT's Office of Public and is in effort to meet the requirements of the federal transportation authorizing legislation, SAFETEA-LU, to follow a coordinated planning process with human service agencies and transportation providers. James highlighted the changes from last year's PTP. Schleisman asked for any comments, and there were none. **Folluo made a motion to close the Public Hearing: Resolution No. 98-2013: A Resolution to Accept and Receive 2014 Update to the FFY2010 - FFY2013 Passenger Transportation Plan (PTP) at 12:30 p.m., second by Beck. A roll call vote was taken, all ayes, motion carried.** O'Connor made a motion to Approve Resolution No. 98-2013: A Resolution to Accept and Receive 2014 Update to the FFY2010 - FFY2013 Passenger Transportation Plan (PTP), second by Trousil. A roll call vote was taken, all ayes, motion carried.

4. B U S: Norris stated that staff completed its contract for service with the City of Burlington to study the Burlington Urban Service (BUS) and presented its final finding and recommendations on February 1, 2013 to the City's ad hoc transit committee. Norris stated that SEIRPC staff met internally with the SEIRPC transit study committee to research and develop financial, operational, and other service items necessary for a board presentation. He further stated that SEIRPC will work with the City concurrently on these items, and when a package is developed, the next step is for the SEIRPC Board of Directors to review and consider, and the same for the Burlington City Council. No action necessary.
5. CDBG Scoring Committee: Norris stated that a CDBG Scoring Committee has been assembled to review and rank the 3 CDBG (Community Development Block Grants) applications from the SEIRPC region for the 2013 cycle. He stated that we are one of five COGS for the pilot regional scoring program with the Iowa Department of Economic Development, and that results from the scoring meeting will go before the SEIRPC board, then be forwarded to the IDED. Norris stated that the pilot process will hopefully pave the way for a process where CDBG funds are 100% programmed by regional organizations. No action necessary.

New Business:

1. Draft Transportation Planning Work Program (TPWP): James stated that the Draft FY2014 Transportation Planning Work Program (TPWP) contains the outline for work performed with federal transportation planning dollars for FY2014, and that the work will be performed by SEIRPC planning staff and includes a wide range of projects including completing plans, technical assistance, project development, public participation and programmatic duties. He further stated that the total transportation planning budget total is \$269,373 with the 20% regional local match being \$53,875. James stated that the full document will be available on our website and the final document will be presented at the May full board meeting for approval. No action necessary.
2. Regional Funders Forum: Norris stated that SEIRPC has been contacted by Klingner and Associates to participate with them to help facilitate a regional forum for public and private entities. He further stated that the forum will be held on Friday, April 19, 2013 at Comfort Inn and Suites in Burlington from 9 am to 12 pm and will bring local and state officials together at the same place to discuss available funding for projects in southeast Iowa. No action necessary.
3. SoutheastIowaHousing.com: Norris stated that the website developed by the Great River Region Partnership was up and operational on March 1st and will connect contractors and workers from the Iowa Fertilizer plant to available housing in the region. Norris brought the website www.southeastIowaHousing.com up on the screen to show the board how it works. Norris further stated that this project is a great example of regional cooperation. No action necessary.
4. EDA Partnership Grant: Norris stated that the US Economic Development Administration (EDA) has offered another Partnership Program grant to SEIRPC for FY2014. Norris stated

that we have normally received \$61,000 but the amount offered is 10% less than in the past (\$54,900). He further stated that it is still possible that we could receive the \$61,000 if enough money is available, but we will only budget for the \$54,900. Motion by Folluo to approve execution of the FY2014 EDA Partnership Grant, second by Ball. All Ayes, motion passed.

5. Public Hearing: SEIBUS Transit Assuring that the Local Match will be Available to Proceed with Procurement of the Eligible Projects Within 12 Months of Approval (New Buses): Schleisman opened the Public Hearing at 12:54 p.m. Kuskowski, SEIBUS Transit Director, stated that the Consolidated Transit Fund Application process is an annual event through which SEIRPC applies for state and federal public transit subsidy and allows SEIRPC to provide public transportation to southeast Iowa. He further stated that this application shows the Iowa Department of Transportation how we anticipate spending the money they will be giving to us. He further stated that we are applying for federal funds for replacement of three light duty buses in the total amount of \$264,000 (at 83% / 17% split); \$214,098 from State Transit Assistance Funds and \$300,490 of FTA Section 5311 for operating and capital assistance. Kuskowski stated that there are other items that SEIRPC plans to apply for including \$161,000 for replacement of medium duty buses (83% / 17% split); and \$5,000 to purchase maintenance software (at 80% / 20% split.) Schleisman asked for comments from the public, of which there were none, and no further comments were made. **File made a motion to close the Public Hearing to Approve the Consolidated Application for SEIBUS Transit Assuring that the Local Match will be Available to Proceed with Procurement of the Eligible Projects Within 12 Months of Approval at 12:56 p.m., second by Folluo. A roll call vote was taken, all Ayes, motion carried. O'Connor made a motion to approve signing Consolidated Application for SEIBUS Transit Assuring that the Local Match will be Available to Proceed with Procurement of the Eligible Projects Within 12 Months of Approval, second by Trousil. A roll call vote was taken, all Ayes, motion carried.**

MATTERS FROM THE FLOOR:

None.

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

Meeting adjourned at 12:58 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____