

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
May 23, 2013**

Members Present: Byron Smith, Jim Davidson, Sue Frice, Hans Trousil, Steve Bisenius, Bob Beck, Greg Moeller, Bob Hesler, Dr. Mike Ash, Mark Huston, Gary Folluo, Michael O'Connor, and Andy Truitt

Members Absent: Chris Ball, Klay Edwards, David File, Mark Hempen, Jim Howell, and Brent Schleisman

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

Call to order at 12:04 p.m.

Agenda Approval

Motion by Folluo to approve the May 23, 2013 agenda, second by O'Connor. All Ayes, motion passed.

Consent Agenda Approval

Motion by Folluo to accept the consent agenda, second by Beck. 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 June and that we submitted for 10 projects at a little over \$11 million. Hanan stated that the HOME awards were announced and that the down payment assistance projects in Mount Pleasant and Burlington were not funded. James highlighted some points from the Planning Department report stating that the Better Block Burlington Event was organized by the Des Moines County Living Well with assistance from SEIRPC staff to promote the development of complete streets. He further stated that the event temporarily converted Main Street in downtown Burlington from a four lane street to a two lane street with a bike lane and parking on both sides. Kuskowski stated that SEIBUS provided transit service for this year's Youth Jamboree in the Big Hollow area, which set another record in attendance, and allowed us to book almost 2,000 rides. Kuskowski further stated that we are working with Iowa Area on Aging to put some advertising inside our general public buses, which will be a new experience for SEIBUS. No action necessary.
2. Public Hearing: Resolution No. 99-2013: A Resolution Adopting the FY2014 Transportation Planning Work Program, Authorizing Filing of Grant Application and Execution of Grants Contracts Consistent with the Work Program; and Resolution No. 100-2013: A Resolution Assuring Required Local Match for FHWA STP, FHWA SPR

and FTA 5311: Frice opened the Public Hearing at 12:24 p.m. James stated that the Final Draft FY2014 TPWP contains the outline for work performed with federal transportation planning dollars for FY2014 and includes completing plans, technical assistance, grant writing, grant administration, project development, public participation, and programmatic duties. James explained that out of the total Transportation Planning Budget of \$275,329, that the federal funding (80%) \$220,263 comes from FHWA SPR, FTA 5311, FHWA STP C/O, and FHWA STP; and that the total local match (20%) will be \$55,066. Norris stated that the TPWP has been done each year since 1994, and that it is very much like the TIP (Transportation Improvement Program), or regarding transportation planning. Frice asked for comments, and there were no further comments made. Folluo made a motion to close the Public Hearing: Resolution No. 99-2013: A Resolution Adopting the FY2014 Transportation Planning Work Program, Authorizing Filing of Grant Application and Execution of Grants Contracts Consistent with the Work Program; and Resolution No. 100-2013: A Resolution Assuring Required Local Match for FHWA STP, FHWA SPR, and FTA 5311 at 12:27 p.m., second by Bisenius. A roll call vote was taken. All Ayes, motion carried. Beck made a motion to approve Resolution No. 99-2013: A Resolution Adopting the FY2014 Transportation Planning Work Program, Authorizing Filing of Grant Application and Execution of Grants Contracts Consistent with the Work Program, second by Trousil. A roll call vote was taken. All Ayes, motion carried. Davidson made a motion to approve Resolution No. 100-2013: A Resolution Assuring Required Local Match for FHWA STP, FHWA SPR, and FTA 5311, second by Trousil. A roll call vote was taken. All Ayes, motion carried.

3. CHDO (Community Housing Development Organization Update): Norris stated that the IRS is currently processing 501c(3) applications from March 2012, and that the CHDO application was submitted in July 2012. Norris further stated that Southeast Iowa Housing, Inc. could act as a 501c(3) since the application has been submitted, but must also submit 990 tax return, which SEIRPC staff will file. No action necessary.
4. CDBG Scoring Committee: Norris stated that a CDBG Scoring Committee met for the 2nd time and ranked the 3 CDBG (Community Development Block Grants) applications from the SEIRPC region for the 2013 cycle. Wapello was chosen as the highest ranked, which was the same result from the state. Norris further stated that out of the session some critiquing comments were made in order to help improve the scoring criteria and process for the future. Norris stated that staff will meet with IARC peers in June to go over comments, suggest changes, and present them to IEDA later in the summer. No action necessary.
5. Extend Line of Housing Credit: Norris stated that the SEIRPC Line of Credit faces expiration and needs to be renewed at the rate of 6.2% (which is reimbursable through the program). He further stated that SEIRPC uses the line of credit to keep the Single Family New Construction program going, and homes closing until the draws are received from the six-step draw process. Trousil made a motion to approve extending the line of housing credit for 12 months, second by Beck. All ayes, motion carried.

New Business:

1. Adoption of SEIRPC FY2014 Budget: Norris stated that the FY2014 Budget has been prepared and has been reviewed and recommended by the Finance Committee to the SEIRPC full board for approval. He further stated that the planning assumptions include: Total FY2014 Revenues: \$2,261,176; Total FY2014 Expenses: \$2,218,627; Beginning Cash Balance: \$648,170; and Projected Year-End Cash: \$707,385. Norris stated that the budget situation is relatively stable for FY2014 with all revenues identified, except \$40,000 in Housing, are either secured or the grant has been conditionally awarded. He further stated that immediate sequestration impacts could hit Transit and EDA Planning, however, this would not cause immediate distress to the budget. Norris also stated that staff reorganization has saved money and increased work load and that the salary compensation reflects an aggregate 3 % salary increase. Norris further stated that we see new opportunities in the forms of service delivery for state or federal agencies, and regionalization plans for Community Development Block Grant (CDBG) funds, much like the Iowa DOT model for Surface Transportation (STP) funds. Norris further stated that SEIRPC is pursuing a CHDO, which will bring a new source of funding to the region, and should be functional during FY2014 or FY2015. Norris highlighted some other items in the budget and mentioned that staff is looking into healthcare options with the Affordable Care Act coming online with health exchanges. Trousil made a motion to approve the SEIRPC FY2014 Budget, second by Folluo. All Ayes, motion carried.
2. Interstate Planning Update: Norris stated that Iowa DOT is putting a concerted effort into planning for the Interstate System and modeling the needs for investment priorities. Norris highlighted the Interstate Highway System presentation from the Interstate Planning Board Meeting that was recently held. Norris stated that the Interstates only make up about 8% of the State Highway system mileage, but carries 40% of vehicle mileage traveled and 60% of large truck vehicle miles traveled. No action necessary.
3. Draft FFY2014 - FFY2017 Transportation Improvement Program (TIP): Norris stated that TIP includes all transportation projects that are receiving federal transportation dollars, and must be included in order to be eligible to receive the funding. Norris highlighted the Regional Surface Transportation Program Target Dollars (STP) and Transportation Alternative Program Dollars (TAP) received from Iowa DOT for FFY2017. Norris stated that the Technical Advisory Committee received 5 City applications of which the City of Burlington - Mount Pleasant Street Reconstruction project was ranked #1 requesting \$1,362,852 with an anticipated award of \$1,061,709; and there was only one County application received for Louisa County - County Road G40 Overlay projects requesting \$1,100,000 which is anticipated to receive the whole amount. Norris stated that at the July Full Board meeting, the final draft will be presented for approval. No action necessary.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by O'Connor, second by Bisenius. All Ayes

Meeting adjourned at 1:09 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____