

**Southeast Iowa Regional Planning Commission  
Full Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
November 20, 2014**

Members Present: Brent Schleisman, Sue Frice, Mark Huston, Gary Folluo, Steve Bisenius, Bob Beck, David File, Bob Hesler, Tim Scott, Ron Sadler, Dr. Michael Ash, Greg Moeller, Michael O'Connor, Richard Taylor, and Chris Ball.

Members Absent: Hans Trousil, Jim Howell, Klay Edwards, and David Varley

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

Guest Present: Jason Huddle, IDOT and Rex Troute, The Hawk Eye

Call to order at 12:06 p.m.

### **Agenda Approval**

Mike Norris introduced Richard Taylor who newly joined the SEIRPC Board of Directors to represent Wapello. Motion by Sadler to approve the November 20, 2014 agenda, second by File. All Ayes, motion passed.

### **Consent Agenda Approval**

Norris stated that staff is preparing for the winter season, and that responses to the USDA site inspection are being implemented. John Morrow, CPA, has been conducting the FY2014 SEIRPC audit, and things have gone smoothly. Iowa Prison Industries and Great River Housing, Inc. have been in conversation regarding a new option for more affordable housing. More updates will be coming. Motion by Scott to accept the consent agenda, second by Moeller. All Ayes, motion passed.

### **Old Business**

1. Department Reports: Hanan highlighted the Development report stating that RLF completed changes to the City of Fort Madison RLF Work Plan and that we made a \$25,000 loan to Group Benefit Partners to be used toward purchase of property in downtown Fort Madison. Burlington Owner-Occupied housing is wrapping up with the final home in progress that must be completed by the end of 2014. James highlighted the planning department report stating that there are staff changes with Travis Kraus recently taking a position to become the Executive Vice President of the Mount Pleasant Area Chamber Alliance, and our intern, Jacob Burgus will be moving on after December 19<sup>th</sup>. Emery Ellingson from Platteville Wisconsin will be coming on board as a Planning Intern in early December. Staff organized a workshop for regional partners on roundabout development with about 15 people attending. We have recently been involved in several projects involving the redevelopment of Brownfields properties in Southeast Iowa. Kuskowski reported Midwest Old Threshers had another successful year with their version of a Halloween Haunted House renamed Haunted Rails. He also mentioned some staff changes with drivers in Henry County. No Action Necessary.

2. HOME Down Payment Assistance Application to IFA: Norris stated that SEIRPC staff would like approval for \$375,000 from Iowa Finance Authority (IFA) for the HOME Single family down payment assistance program. This would be a great opportunity to assist 10 homes in southeast Iowa in down payment assistance that can take various forms (mortgage buy-down; cash assistance; and rehabilitation after sale -up front equity and repair.) Eberhardt stated that through the program, SEIRPC could invest up to \$24,999 per home in rehabilitation/down-payment costs, with additional funds for technical assistance on lead abatement and general administration. He further explained that only low to moderate income households are eligible to receive HOME funds. Typical LMI yearly income is limited to \$33,500 for one person and around \$45,000 for a family of four. An important stipulation is that the home purchased cannot exceed \$110,000 final sales price, which also includes the amount of assistance from HOME. SEIRPC would be the applicant of the funds, as it is only the applicant that is eligible to receive administrative funding. Schleisman asked if the program would allow us to cover our costs, and Eberhardt thought that it would. O'Connor made a motion to approve SEIRPC to apply for \$375,000 from Iowa Finance Authority for the HOME Down Payment Assistance program, second by Bisenius. All ayes, motion carried.
  
3. Transit Capital Disposition Plan: Kuskowski stated that SEIBUS had been hanging on to some of the buses thinking that there would be more interest in the Fertilizer Plant workers ridership and because 5 units are imminent for replacement, with the older vehicles moving to the top of the list. Kuskowski highlighted the plan noting that the current inventory is 27 vehicles. He would like to retire 2 light duty buses now using Purple Wave auctions, and then when grants become available, replace all five of the buses listed for replacement. Then, after retiring an additional 3 light duty buses, the average age of our bus fleet would be less than 4 years old. Beck made a motion to approve the Transit Capital Disposition Plan, second by Sadler. All ayes, motion carried.

## New Business

1. Public Hearing: FFY2015 - 2018 Transportation Improvement Program (TIP) Amendments: Schleisman opened the public hearing at 12:31 p.m. James stated that staff received a request from Iowa DOT to add three projects to the FFY2015-2018 Transportation Improvement Plan (TIP) and modify one Henry County project. The addition of these projects will allow the DOT and Henry County to begin expending funds this fiscal year. None of these projects will involve or impact SEIRPC's regional STP or TAP funding allocations. The amendment will be to add these projects: 1) Iowa DOT, US Highway 34 Bridge Deck Overlay - West Burlington Avenue (Cost: \$341,000, Federal Aid Amt. \$307,000); 2) IDOT, US Highway 34 Guardrail from Central Avenue to 5<sup>th</sup> Street (Cost: \$519,000, Federal Aid Amt. \$415,000); 3) IDOT, Bridge Deck Overlay (Cost:\$310,000, Federal Aid Amt. \$279,000); 4) Henry County Project #HSIP-SOC044-78)—6C-44, Mill-in edge line and centerline pavement (Cost: from \$165,950 to \$223,000, HSIP Contribution: from 149-355 to \$201,000). Schleisman asked for any comments from the public, there were none. **Bisenius made a motion to close the Public Hearing: FFY2015 - 2018 Transportation Improvement Program (TIP) Amendments at 12:34 p.m., second by**

**Ball.** A roll call vote was taken, all ayes, motion carried. O'Connor made a motion to approve the FFY2015 – 2018 Transportation Improvement Program (TIP) Amendments, second by Huston. All ayes, motion carried.

2. FY2014 Annual Report: Norris highlighted the FY2014 Annual Report and commented that SEIRPC continues to produce results for the region. In FY2014, \$3.42 million from outside sources was secured, creating a 41:1 return on investment from member dues. Some other highlights included: SEIBUS completed 10 years of service providing 1.16 million rides over the 10 year period. Great River Housing was in its 4<sup>th</sup> year and impacted 52 homes. The RLF (Revolving Loan Fund) awarded their biggest loan ever this year to Iowa Wesleyan College. Flood recovery is 99.8% wrapped up with the Oakville Bridge opening today. SIREPA (Southeast Iowa Regional Economic and Port Authority) is a new addition offering unique abilities. SEIRPC began implementing planning and administrative assistance about a year ago. Norris stated that copies of the annual report would be sent out to all of our members. Schleisman commented that SEIRPC is meeting our mission and extended thanks to all of the SEIRPC staff. No Action Necessary.
3. Board Appointment Letters: Norris stated that letters will be going out next week to area Mayors and County Supervisors regarding SEIRPC appointment resolutions for calendar year 2015. No Action Necessary.
4. McCosh / Meyer Awards: Norris stated that letters went out last week regarding nominations for the 30<sup>th</sup> annual Leonard McCosh (outstanding public or elected official) and 14<sup>th</sup> annual LeRoy Meyer (Outstanding volunteer) award nominations which are due by December 30<sup>th</sup>. Award presentations are done at the full board meeting in January. No Action Necessary.

**MATTERS FROM THE FLOOR:**

None.

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

Meeting adjourned at 12:53 p.m.

Submitted by Debbie Laughlin

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Mike Norris, Executive Director

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Mark Huston, Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_