

**Southeast Iowa Regional Planning Commission  
Full Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
September 24, 2015**

Members Present: Sue Frice, Gary Folluo, Mark Huston, Dr. Michael Ash, Richard Taylor, Klay Edwards, David Varley, Bob Beck, Brad Quigley, Ron Sadler, Greg Moeller, and Dr. Steve Titus

Members Absent: Brent Schleisman, Hans Trousil, Jim Davidson, Bob Hesler, Michael O'Connor, Steve Bisenius, and Chris Ball

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, Zach James, Nicole Baker, and Lori Gilpin

Guest Present: Jim Howell, former board member; Jason Huddle, IDOT

Call to order at 12:00 p.m.

Presentation of Certificate of Appreciation: Jim Howell

Norris stated that he would like to recognize Jim Howell for his 13 years of service to the SEIRPC Board, which included many years on the Executive Board. Some of the highlights of his tenure include assuming regional transit services (SEIBUS); competitive STP application process; Expansion of RLF, transportation planning, and housing programs; incorporation of Great River Housing, Inc., for which he was a past board member; and moving the SEIRPC office twice. Jim Howell commented that the main reason he enjoyed staying on the SEIRPC Board for so long was because of the people involved. He intends to continue farming with his son and will serve as a volunteer for Milestones with the Area Agency on Aging. Their biggest challenge at this time being the governor's decision to privatize Medicaid. Norris presented Jim Howell with a certificate of appreciation for serving on the SEIRPC Board from 2001 to 2014.

### **Agenda Approval**

Motion by Beck to approve the September 24, 2015 agenda, second by Sadler. All Ayes, motion carried.

### **Consent Agenda Approval**

Norris introduced Dr. Steve Titus from Iowa Wesleyan University. Everyone introduced themselves to Dr. Titus. Norris stated that SEIRPC hosted the fifth annual golf outing fundraiser for Great River Housing Trust Fund on September 17. The event was a success with 95 golfers. Over five years, the tournament has raised over \$30,000 net proceeds for local match for Great River Housing. SEIRPC is stable in its financial position, with typical high cash balances at the beginning of the fiscal year and high A/R for housing projects. SEIRPC has executed a management agreement with Housing, Inc. and plans to work with local contractors to construct or rehabilitate homes for low to moderate income residents. Motion by Sadler to accept the consent agenda, second by Ash. All Ayes, motion passed.

## Old Business

1. Department Reports: Hanan reported that this calendar year we have processed seven loans for five businesses totaling \$649,500. Mike and Jeff are meeting next week in order to update the EDA work plans, which need to be approved by April. The GRHTF grant submittal is due to IFA on October 1. The application amount is \$285,000 with a \$71,000 local match. Dan is soliciting for local matches now. We're working on closing in on the last of 20 homes for the FHLB grant. Get with Tracey Lamm as early as possible for CDBG water and sewer projects. She will submit the CAT grant for Donnellson library. James highlighted the Planning Department report stating that the planning department staff has begun working on a parking study for downtown Burlington. The city has not evaluated parking downtown since 1998, and has seen a significant amount of changes since that time. The Americans with disabilities act of 1990 is a civil rights statute that prohibits discrimination against people who have disabilities. These plans should address: physical obstacles that limit the accessibility of facilities to individuals with disabilities; describe the methods to be used to make the facilities accessible; provide a schedule for making the access modifications; and identify the public officials responsible for the implementation of the transition plan. Baker highlighted the Transit report stating that we are working with Healthy Henry County Communities to increase our general-public hours in Henry County. HHCC will pay a set amount similar to our GRMC arrangement. We just recently went through a triennial review, and although there are some things to adjust, there were no big surprises. FTA funds have been released and we're now in the process of procuring five new vehicles. No Action Necessary.
2. SECTORS Update: Norris stated that SECTORS is a new regional effort for an emerging manufacturing partnership in Southeast Iowa. SEIRPC is working as the convener and is a neutral organization. The main idea is to work with private sector employers to identify key issues and utilize community partners to help solve those issues. Currently we are searching for co-chairs by approaching people in the manufacturing industry. No action necessary.
3. Southeast Iowa Housing Inc. update: Norris stated that Housing Inc. is a non-profit 501c(3) organization incorporated by SEIRPC to accomplish development of low to moderate income housing. It was previously referred to as the "CHDO" or "SIHI". Housing Inc. plans to develop homes in partnership with other non-profits, neighborhood groups, cities and contractors. Staff sees a maximum potential of five homes per year given current resources and conditions. SEIRPC will be driving development and deploying grant and finance funding from outside sources, while partnering with area contractors to construct or rehabilitate homes. Other partnerships such as Iowa prison industries, area schools, Southeastern Community College, and Habitat chapters will be sought. More information will be coming. No action necessary.
4. SIREPA Southeast Iowa Regional Economic and Port Authority Update: Norris stated that SEIRPC its second year of administration and planning services for SIREPA. SEIRPC has prepared documents available on the SIREPA website, being used to

advance its mission. These documents include a strategic plan with Mid-America Port commission (MAPC) and the SIREPA annual report 2014. No action necessary.

**New Business:**

None

**MATTERS FROM THE FLOOR:**

Jason Huddle, Iowa DOT, stated that several IDOT projects are going on, but the Highway 61 bridge and main street ramp will be back to normal within a week.

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

Meeting adjourned at 12:51 p.m.

Submitted by Debbie Laughlin

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Mike Norris, Executive Director

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Mark Huston, Secretary

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

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