



Southeast Iowa Regional Planning Commission

Full Board

September 25, 2025

Call In: (312) 626-6799 Meeting ID: 828 5683 7965

<https://us02web.zoom.us/j/82856837965>

12:00 PM

211 N. Gear Ave., Suite 100

West Burlington, IA 52655

Meeting Type

Full Board

— Agenda —

CALL TO ORDER		Schleisman
Agenda Approval		Board Action
Consent Agenda (Director's Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
OLD BUSINESS		
1. Department Reports	Various	Board Information
2. Regional Priority Projects Update	James	Board Update
NEW BUSINESS		
1. Public Hearing: FFY2026-2029 Transportation Improvement Program (TIP) Amendment	Lassiter	Board Action
2. SEIBUS Lease	Norris	Board Action
MATTERS FROM THE FLOOR		
ADJOURN		

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 25, 2025

BUILDING UPDATE

Parking lot rehabilitation is nearly complete. Schneider Contracting has made steady progress throughout the project, and tenants have adjusted well to the temporary disruption. Striping is scheduled through ProLine Striping either for very late September or early October.

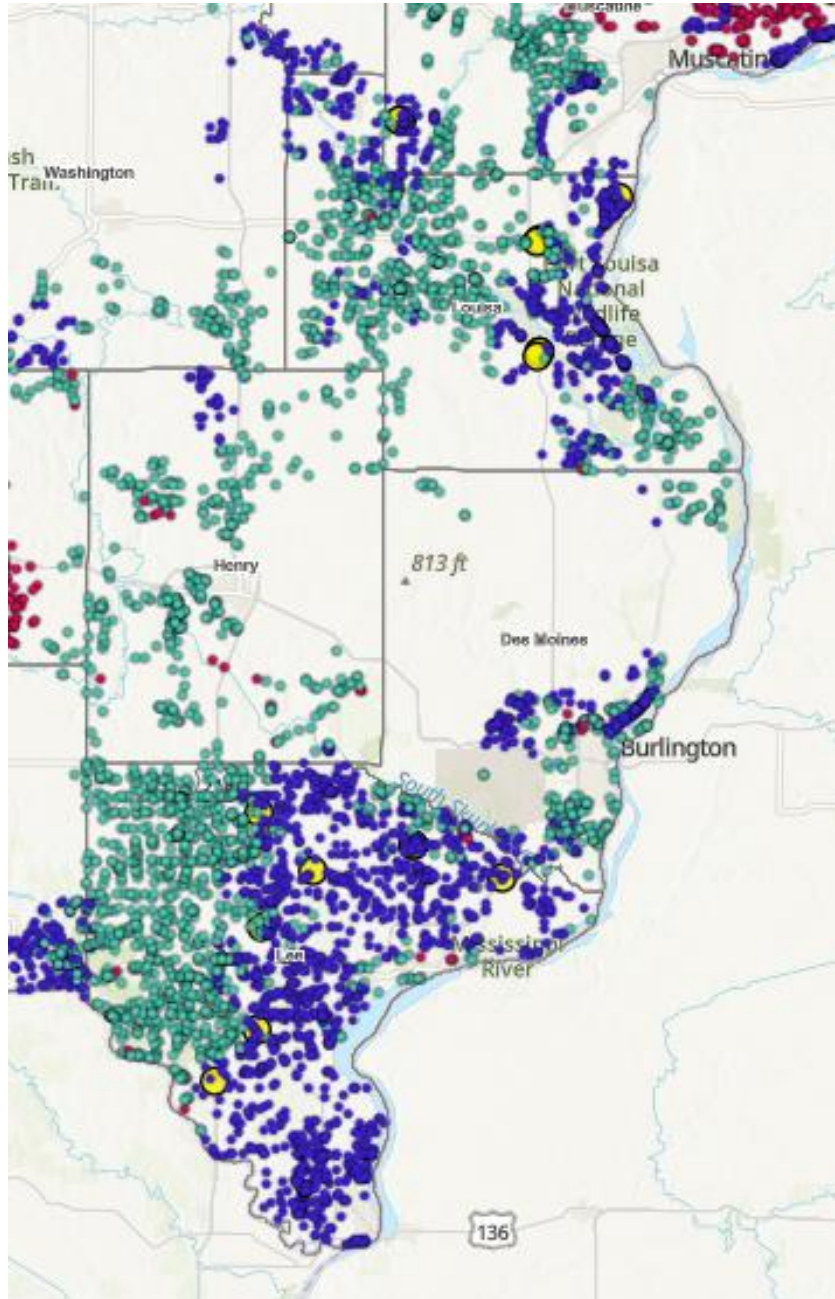
SEIRPC's lower-level tenant Trinity Consulting has notified staff they are combining their Des Moines and Burlington offices, and vacating the premises immediately. Trinity has been a tenant since 2011, had great relations with SEIRPC staff throughout, and were very complimentary to the building. Their lease expires in June, 2026, and their lease requires payment through that time. Staff will list the space with a local realtor, and if it is leased before June, 2026, Trinity will be released from their obligation for the remaining rent. The space currently rents for \$12.08/sf. Total space available is 2,787sf. Trinity only leased 2,272sf of the total, and had a right of first refusal on the rest of the space.

MISCELLANEOUS

NOFO 9 awards for broadband expansion using federal BEAD money was released by Iowa Dept of Management in August. New addresses to be served below:

NOFO 9 RESULTS - SOUTHEAST IOWA BROADBAND						
	Locations	Projects	Fiber %	Fixed Wireless %	Satellite %	
Des Moines Co	541	8	53%	46%	1%	
Henry Co	400	7	9%	88%	3%	
Lee Co	2600	6	60%	39%	1%	
Louisa Co	1500	10	51%	49%	0%	
TOTAL	5041	31				
AVG			43%	56%	1%	

The map below shows project locations in southeast Iowa. Blue dots = fiber, Aqua dots = fixed wireless, red dots = satellite



Please find the award map [HERE](#) for additional browsing.

1. Department Reports, Board Information: Reports from Housing, Planning, and Transit.
2. Regional Priority Projects Update, Board Information: Update on the fall process to garner applications for regional priority project designation to assist with grant applications and earmarks.

NEW BUSINESS –

1. Public Hearing FFY2026-2029 Transportation Improvement Program TIP Amendment, Board Action: Consider approval of a TIP amendment for Lee Co based on the funding source being federal bridge replacement funds.
2. Lease Agreement, 1405 N Broadway (Bus barn property), Board Action: A prospective tenant seeks to lease the front of Building A at the SEIBUS facility in Mt Pleasant. Details in memo.

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
July 24, 2025**

Members Present: Brent Schleisman, Dr. Michael Ash, Jim Cary, Garry Seyb, Jon Billups, Kirk Miller, Hans Trousil, Kevin Hardin, Steve Detrick, and Emily Benjamin; Mark Huston, Cori Milan, and Chad Hudson via Zoom

Members Absent: Brett Shafer, Jim Ferneau, Ron Teater, and Laura Liegois

Staff Present: Mike Norris, Sherri Jones, Zach James, Lori Gilpin, Pat Inrachavongsa, and Jarred Lassiter

Guests Present: Jacob Nye (IBEW Local 13), and Chris Kukla (IDOT Transportation Planner)

Call to order at 12:02 p.m.

Agenda Approval

Motion by Detrick to approve the July 24, 2025 agenda, second by Miller. All Ayes, motion carried.

Consent Agenda Approval

Norris said parking lot construction should begin in early August and staff addressed a leak in the Tucker Freight space due to a faulty wax ring. NOFO 9 for broadband expansion using federal BEAD money was released by the State of Iowa on July 7. Applications are due July 30. The short timeline could prevent many application submittals. The Mid-America Port Commission met on July 14. They are in talks with Iowa DOT to conduct out of state input sessions on freight needs around waterways for the Iowa DOT Freight Transportation Plan update. Motion by Seyb to accept the consent agenda, second by Hardin. All Ayes, motion carried.

Membership and Executive Board Appointments

Motion by Billups to approve Emily Benjamin to the full board representing Lee County Private Sector and Garry Seyb to the executive board representing Lee County Private Sector, second by Trousil. All Ayes, motion carried.

Old Business

1. Department Reports: Norris gave an update on the Housing Department showing all programs and their status. He said staff will be holding lead training courses and is looking for feedback and ideas for new projects. James said Sam Avery resigned on July 3rd to move to the Minneapolis area to work for MSA consultants. He highlighted some of the grants that are being administered as well as upcoming grant opportunities. Inrachavongsa gave SEIBUS deadlines and contracts signed for FY2026. He said SEIBUS has 20 drivers made up of full-time, part-time, and substitute routes. They hired Cass Lefler as a part-time Dispatch/Scheduler. He also mentioned summer activities that SEIBUS will be providing rides including Youth Jamboree at Big Hollow Park, New London Community Child Care Center, Learning

Tree Daycare Center, and Burlington Parks & Rec Summer Camp. No action necessary.

2. EDA I/II and EDA III RLF Plans: James said SEIRPC has been successfully managing revolving loan funds for over 30 years and has three different pools funded by the Economic Development Administration. EDA I and EDA II are mostly de-federalized, while EDA III is fully federalized. The SEIRPC executive board and the Loan Review Committee have reviewed the plan and staff propose some small changes. General changes include updated formatting, verbiage, fonts, and moved language to flow better. Major changes to the EDA I/II Plan include consolidating EDA I and EDA II plans into one document, adding a direct microloan program which was encouraged by area banks, referencing the ability to refinance debt in certain situations, and modifying the per job lending requirements. The EDA III Plan has been updated to the same general format as EDA I/II plans; however, it does not allow funds to be used for microloans or debt refinancing due to still being under federal purview. Motion by Ash to approve the EDA I/II and EDA III RLF Plan updates as presented, second by Seyb. All Ayes, motion carried.
3. Public Hearing: Resolution #195-2025: A Resolution to Accept and Receive the FFY2026 – FFY2029 Transportation Improvement Program (TIP): Schleisman opened the public hearing at 12:37 p.m. James stated that the TIP includes all transportation projects that are receiving federal transportation dollars. This means if your entity has been awarded a federal transportation grant, it must be in this document to be eligible to receive the funding. He said after the application deadline has passed, staff reviews and scores the applications to determine which are most deserving of the available funds. For the objective criteria, STBG staff completes the scoring on their own, using a set of specific measurable data points, and several formulas used to calculate each project's relative impact. For the subjective criteria, staff are assisted by the Technical Advisory Committee (TAC), whose primary task is to review STBG and TAP applications and provide scores for items that are less easily measurable with quantitative data. As an added measure to prevent bias, the highest and lowest scores for each project are removed and the average of the remaining scores are used to get the final scores. Lassiter said for distribution of regional STBG and TAP that is scored and ranked by the Technical Advisory Committee, the City of Mediapolis application for Main Street Improvements, Phase 4 will receive \$1,343,643, and Des Moines County – Pleasant Grove Road PCC Reconstruction will receive \$1,642,230 from STBG. The City of Donnellson will receive \$322,000 for their Westview Park Trail – Phase II project from TAP. Lassiter said he received no public comments. Jacob Nye, IBEW Local 13, asked why approve a plan that goes against our CEDS? He said the state is taking away local control and employees should be paid what they're worth. Seyb said he heard what Nye was saying and questioned why we wouldn't want to use our local workers and pay them prevailing wages. **Hearing no additional questions or comments, Seyb made a motion to close the Public Hearing: Resolution #195-2025: A Resolution to Accept and Receive the FFY2026 – FFY2029 Transportation Improvement Program (TIP) at 12:47 p.m., second by Miller. All Ayes, motion carried. Trousil made a motion to approve Resolution #195-2025: A Resolution to Accept and Receive the FFY2026 – FFY2029 Transportation Improvement Program (TIP), second by Milan. A roll call vote was taken. All Ayes, motion carried.**
4. FFY2024 Federal Aid Projects (STBG and TAP) UPdate: Lassiter reviewed projects receiving federal aid first programmed prior to FY2024 that were completed over the

past year, projects with construction in-progress, and projects not yet started. He also reviewed projects first programmed for FY2024 including City of Burlington's Summer Street Reconstruction, Harrison to Koestner project, Lee County's J40 Resurfacing, West Point to US218 project, and City of Fort Madison's 48th Street Trail Connector – River Valley Road to Avenue L project. No action necessary.

New Business

1. RLF: Palmer Capital, LLC: James said Chad and Deena Palmer submitted an RLF application for funds for working capital as part of plans to grow and expand their company, Palmer Capital, LLC, to get into commercial real estate. The first project was to purchase the building located at 409 N 4th Street in Downtown Burlington. The entire project for which they are requesting funds is for building improvements and working capital that will provide the ability to improve the structure and long-term operations of the organization. The total estimated project cost of \$925,000 includes \$575,000 to purchase the building (which happened in October 2024), \$200,000 for roof replacement and solar panels, and \$150,000 for working capital. BANK loaned Palmer Capital, LLC \$517,500 to purchase the building in October 2024 and would be loaning an additional \$150,000 as part of this application to go towards the roof replacement and solar panel installation. The request to SEIRPC RLF is for \$150,000 to be used for working capital. The applicant will be contributing \$107,500 toward the project. The project is expected to create 3 new jobs through Palmer Capital, LLC. Existing tenants will also be maintaining and adding positions through Energyefficient Systems and Family Therapy. The SEIRPC Loan Review Committee met on July 23, 2025, and voted unanimously to recommend funding the request under the terms included in the motion. Billups made a motion to approve the RLF application for Palmer Capital, LLC, in total loan amount of \$150,000 from EDA I; 10-year term; Interest Rate 4%; Collateral offered: Personal guaranty from Chad and Deena Palmer, General UCC filing, and 2nd position on the mortgage of the building and associated property located at 409 N 4th Street, Burlington, IA 52601 (11-32-486-005, 11-32-486-004, and 11-33-361-002), second by Seyb. All Ayes, motion carried.

MATTERS FROM THE FLOOR: None.

Motion to adjourn meeting by Miller, second by Trousil. All Ayes

Meeting adjourned at 1:04 p.m.

Submitted by Sherri Jones

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Department Reports

OB 1



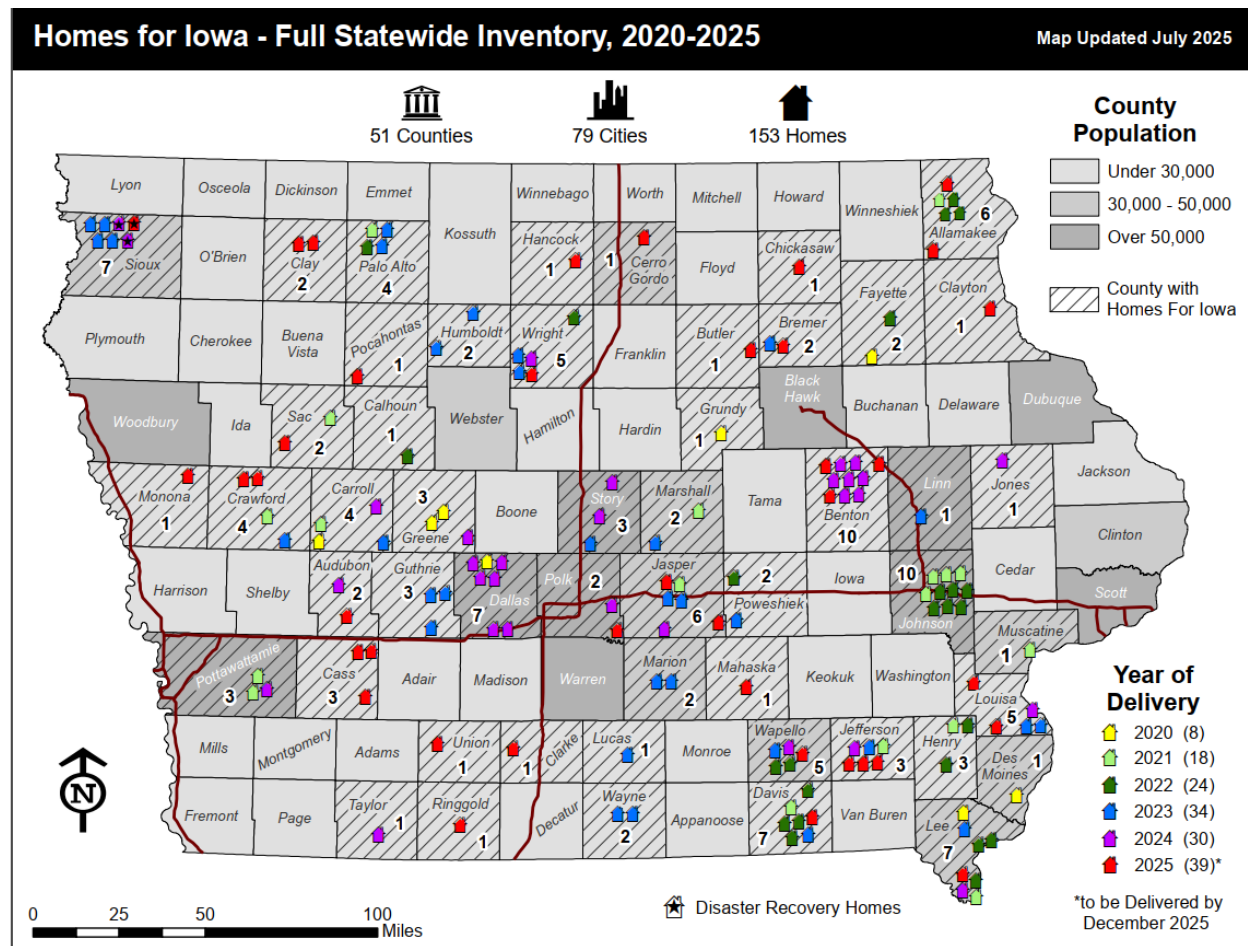
Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 25, 2025
Re: SEIRPC Housing update

A couple of projects SEIRPC is involved with were mentioned at the Housing Iowa Conference, which will be covered in the Housing Update.

Home Renewal Program: SEIRPC/Housing, Inc. finished and sold the gut rehab project at 1515 35th St in Fort Madison, which is now a featured project for the program on what is possible for rehab.





Housing, Inc. (administered by SEIRPC staff) will enter into another home renewal project at 3013 Avenue O in Fort Madison, about three blocks from the first home. The before/after won't be quite as dramatic, but the home will sustain about \$50,000 worth of rehab and improvements.



Area Housing Efforts Re-cap:

- Discussing a TIF project with Mediapolis to support housing development
- Discussion a TIF project with Donnellson to support housing development
- TIF assistance to Fort Madison to continue infrastructure development on two subdivisions.
- Applied for a Rural Housing Readiness Assessment for West Burlington.
- Was appointed chair of the Burlington Chamber Housing Committee.
- Presented to the Southeast Iowa Property Owner's Association on housing incentives.
- Toured Mt Pleasant nuisance homes with the building inspector to discuss redevelopment options.
- Ongoing correspondence with Mt Pleasant developers about new single family housing.
- SEIRPC began building code and nuisance inspections for City of New London
- All other projects presented at last board meeting are still in progress.
- Great River Housing will apply for their 14th grant in early October. SEIRPC staff will visit to discuss local match asks for FY2027. \$597,000 total project with local match.

Memo

To: Mike Norris, Executive Director

From: Zach James, Assistant Director

Date: September 19, 2025

Re: Planning and Administration Department Projects Update



Below are updates on projects in the Planning Department.

- **Staff Update – Part-Time Regional Planner, Grant Administrator, and Full-Time Planner**

As mentioned at the previous Board Meeting, Planner Sam Avery had his last day with SEIRPC on July 3rd, 2025. SEIRPC has hired a former planner on staff, Kansha Tiwari, on a part-time basis to backfill time on a variety of projects. She will primarily work on the Danville Comprehensive Plan and the administration of the EPA Cleanup Grant. We have also advertised for a full-time planner and are in the process of setting up interviews with possible candidates. Susan Coffery, former Grant Administration Director, has been back working on a part-time basis. We have hired Jordan Amerman to fill a part-time Grant Administration position to take over from and get trained by Susan Coffery.

- **Site Redevelopment Planning**

Unity Lutheran Church in Burlington reached out to staff regarding the reuse of the site of their former church along Central Avenue across from Bracewell Stadium. The church had a gas leak that led to an explosion and the demolition of the church. They have had the site listed for sale for a couple of years, with no movement. Staff is assisting them with a vision for the reuse of the site and guiding how to see that vision through.

Grant Applications in Development, Submitted, and/or Under Review

Entity	Project	Grant Program	Request Amount
Fort Madison	Business 61 Reconstruction Project – Phase IV	RAISE	\$8,335,200
Burlington	Summer Street-Dankwardt Park Connector Trail	State Recreational Trails	\$706,500
West Burlington	Agency Road Trail	State Recreational Trails	\$1,763,250
Mount Pleasant	Washington-Grand Trail Connector	State Recreational Trails	\$1,235,325
Donnellson	Westview Park Trail – Phase II	State Recreational Trails	\$315,750
Keokuk	Multiple Bridges	City Bridge Fund	
West Burlington	Agency Road Trail	Federal Recreational Trails	\$1,763,250
Burlington	Summer Street-Dankwardt Park Connector Trail	Federal Recreational Trails	\$706,500
West Burlington	Agency Road Trail	State Transportation Alternative Program	\$1,763,250
Burlington	Summer Street-Dankwardt Park Connector Trail	State Transportation Alternative Program	~\$750,000

Grant Applications Recently Funded

Entity	Project	Grant Program	Request Amount
Wapello	Downtown Façade Improvements	IEDA CDBG Downtown Revitalization Fund	\$650,000
Keokuk	Elkem Southern Parcel Cleanup	EPA Cleanup Grant	\$1,996,900
Keokuk Waterworks	Water Tower Improvements	BIL Funding (Loan Forgiveness)	\$1,300,000

Upcoming Grant Opportunities

Grant Program	Entity	Due Date
Statewide Transportation Alternative Program	IDOT	August 15, 2025
Federal Recreational Trails Program	IDOT	August 15, 2025
City Bridge Fund	IDOT	October 1, 2025
CDBG Water/Sewer Program	IEDA	March 1, 2026
Community Attraction and Tourism	IEDA	Ongoing
Wastewater and Drinking Water Treatment Financial Assistance Program	IFA	November 1, 2025

Grants Currently Administered

Entity	Project	Grant Program
Burlington	TIGER – Main and Jefferson Streets/Riverfront	USDOT TIGER
Danville	UV Disinfection of Lagoon	CDBG/SRF/WTFAP
Grandview	Sewer Improvements	CDBG/SRF/WTFAP/BIL
Morning Sun	Sewer Improvements	CDBG/EPA/SRF
Mediapolis	Wastewater Treatment Plant Improvements	CDBG/SRF/USDA (Miller Meeks)
Fort Madison	Sewer Improvements	CDBG/SRF/EPA (Miller Meeks)
Winfield	Sewer Improvements	SRF/EPA/WTFAP
Midwest Old Threshers	Campground and Transportation Development	Destination Iowa
Lee County	EMS/County Health Building	CDBG/USDA
Keokuk	Riverfront Trail	IDOT/Wellmark/REAP
Fort Madison	Phase IV 48 th Street Trail Connector	IDOT/REAP
West Burlington	Gear Avenue Trail Extension Phase II	IDOT/REAP
SCC	Tornado Safe Room	HMGP
Mount Pleasant	Eugene Way Improvement Project	IDOT RISE
Keokuk	Elkem – Plat 1 Cleanup	EPA
Keokuk	Elkem – Auditor's Parcel D Cleanup	EPA
Keokuk	Elkem – Southern Parcel	EPA
Keokuk Waterworks	Water Tower Improvements	SRF/BIL
Danville	Grid Resiliency Improvements	Iowa Grid Resilience Fund
Mount Pleasant Municipal Utilities	Hoaglin Road Undergrounding	Iowa Grid Resilience Fund
Wapello	Downtown Façade Improvements	CDBG
Keokuk	1100 Block Main Building Stabilization	Challenge/Catalyst/IDNR/WFHTC
Fort Madison	732 Avenue G Building Stabilization	Catalyst/IDNR
Fort Madison	Avenue L – 20 th to 30 th Street	IDOT

Memo



To: SEIRPC Board of Directors
From: Pat Inrachavongsa, Transit Director
Date: 9/25/2025
Re: SEIBUS Updates

Old Thresher Reunion 75th Anniversary: August 28th – September 1st

Dates	Rides	Donations
8/28 Thursday	548	\$131.15
8/29 Friday	544	\$124.50
8/30 Saturday	1,316	\$200.47
8/31 Sunday	990	\$154.96
9/01 Monday	104	\$22.00
Total:	3,502	\$633.08

- New attendance record of 38,007
- OTR rides 21,117

Tri-State Rodeo: September 3rd – 6th

Dates	Rides	Donations
9/3 Wednesday	366	\$48.00
9/4 Thursday	442	\$74.01
9/5 Friday	824	\$229.00
9/6 Saturday	730	\$151.00
Total:	2,362	\$502.01

Southeast Iowa Job Fair: September 18th 10:00 AM- 1:00 PM

- Collaborated with Iowa Workforce
- Advertised free rides on our website
- Covered all 4 counties: Des Moines, Henry, Lee, and Louisa

Henry County Senior Health Fair: September 24th 9:30 AM -11:30 AM

- Calvary Baptist Church
- Advertised free rides on our buses
- Drivers handed out flyers to riders

Upcoming Event: Haunted Rails Starting in October

- Fridays 6:00 PM - 10:30 PM
- Saturday 6:00 - 10:30 PM

Regional Priority Projects Update

OB 2

Memo

To: Mike Norris, Executive Director
From: Zach James, Assistant Director
Date: September 22, 2025
Re: Regionally Significant Projects



Background

Back in the spring of 2024, during preparations for the SE Iowa Washington, DC trip, it was revealed that the region needs a better way to recognize projects seeking direct federal assistance. Staff presented an idea to the board that would put regional projects through an improved process that would recognize these projects in a regional document, specifically the SEIRPC Comprehensive Economic Development Strategy (CEDS). The CEDS is the long-range plan for Des Moines, Henry, Lee, and Louisa Counties developed by the Southeast Iowa Regional Planning Commission as a regional effort to identify strengths, weaknesses, and priorities to move the region forward on shared strategies regarding economic development, community development, and transportation. This document previously included a few specific regional projects, but mostly guides SEIRPC staff on the types of projects and efforts to focus on regionally. Including specifically identified regional priority projects into this regional document allows these specific projects to be seen by funding entities as a higher-priority project than if only the local government supports them. We completed the first cycle of this process in February 2025.

How do we determine Regionally Significant Projects?

Below are the criteria that SEIRPC used during the first cycle to determine if a project meets the definition of a Regionally Significant Project. We will reevaluate this criterion, but it will likely be very similar in the second cycle of taking applications

- The project will be eligible for federal Community Funded Projects (formerly known as 'earmarks'), nationally competitive discretionary grant funds (like RAISE, INFRA, BIP, Reconnecting Communities, etc.), or other state funding programs (SRT, FRT, CDBG, etc.).
- For water and sewer infrastructure projects, all submissions should be to upgrade facilities and systems to current regulatory standards or perform major maintenance, and these are:
 - Ready to begin construction in FY2027,
 - Listed on the Intended Use Plan through the State Revolving Loan Fund, or
 - Under a current Compliance Schedule with the DNR.
- For construction or renovation of public buildings (such as public health, workforce training, educational, public safety, and emergency response), all buildings will be considered regionally significant.

- For transportation projects, any road that has a Federal Functional Classification (FFC) of Collector or above, a bridge serving a collector or above, a traffic control project serving a Collector or Arterial, and multi-use trails of one mile or longer, or that connect portions of an existing multi-mile trail.
- For all other projects at the board's discretion.

Process/Timeline for Application as Regionally Significant Project

SEIRPC planning staff will follow the general process and timeline outlined below:

- **October 2025-** Send out letters and emails to regional contacts, requesting potential regionally significant projects via the online portal. Questions and information requested will be based loosely on typical items required in grant applications and Community Funded Project applications, including project description, importance of the project to the community, cost estimate, etc. There will be a simplified process that allows any previous applications to be reconsidered or removed.
- **December 5th, 2025** - Applications will be due, with staff completing an initial review based on the criteria outlined below.
- **December Board Meeting** - The SEIRPC board will be presented with the list of projects submitted for their initial review. Board members will be given until the January Board meeting to provide feedback on any projects submitted.
- **January Board Meeting** - The SEIRPC board will be presented with the list of recommended projects by staff at their January meeting, with the ability to provide additional feedback on any recommendations up until the February Executive Board Meeting. Staff will prepare updates to the regional Comprehensive Economic Development Strategy (CEDS) for identified projects to be incorporated as regionally significant projects.
- **February Executive Board Meeting** - Staff will present the final list of projects as the updated Regional Priority Project section of the regional Comprehensive Economic Development Strategy for approval.

Public Hearing: FFY2026-FFY2029 TIP Amendment

NB 1

Memo



To: Mike Norris, Executive Director

From: Jarred Lassiter, Senior Planner

Date: September 17, 2025

Re: FFY2026 – 2029 Transportation Improvement Program (TIP) Amendment

Lee County Secondary Roads has requested revisions for three of their federal aid projects currently programmed in the FFY2026-2029 Transportation Improvement Program (TIP). All of these involve the replacement of an existing bridge on a gravel road. One of these is on 145th Street (southeast of Houghton), while the others are on 115th Street (northwest of Denmark) and 265th Avenue (northwest of Fort Madison).

The following table shows the types of project changes that constitute an amendment, requiring a public comment period, public hearing, and Policy Board approval:

TYPE OF CHANGE	EXAMPLE(S)
Project Cost	Projects which increase the total amount of federal aid by more than 30%, or by more than \$2,000,000
Schedule Change	Adding or deleting a project from the first four years of the TIP
Funding Sources	Adding an additional federal funding source to a project
Scope Changes	Changes to any of the following: • Project termini • Project alignment • The amount of through traffic lanes • Altering the type of work performed, from overlay to reconstruction • The added inclusion of a roadway widening

Of the three projects with requested revisions, the 145th Street bridge involves an increase in federal aid above the threshold of 30%. The other two involve either a decrease in federal aid or an increase below 30%. None of the three revisions involve any other types of changes listed in the table above. Accordingly, the 145th Street bridge replacement was determined to constitute 'Amendment', while the other two can be processed as an 'Administrative Modification', without approval needed from the Policy Board.

There are two types of amendments, Standard and Major. Major Amendments involve projects with regional STBG or TAP funding, when there is either a change in the amount of STBG/TAP funding requested, or a change in scope that would potentially impact the regional competitive scoring process. Major Amendments must be reviewed by the Technical Advisory Committee (TAC) prior to the public hearing and Policy Board vote.

It was determined that the requested revision for the 145th Street bridge constitutes a Standard Amendment, as it does not involve regional STBG or TAP funding. While it will be receiving federal aid funds, those funds were awarded by the Iowa DOT through its Highway Bridge Program (HBP), which is not competitive at the regional level. Below is a summary of the requested amendment:

Lee County Secondary Roads, Project #BROS-C056(120)--8J-56

- Project Type: Bridge Replacement
- Description: On 145TH ST, Over West Branch Sugar Creek, from 175th Ave W approx. 0.3 miles; S29 T69 R06
- Federal Funding Source: Highway Bridge Program
- Original Project Cost: \$401,000
 - Federal Contribution – \$400,000
 - Local Match Contribution (Day Labor) – \$1,000
- New Project Cost: \$551,000
 - Federal Contribution – \$550,000
 - Local Match Contribution (Day Labor) – \$1,000

All three of the bridge projects are currently programmed to receive funding in FY2026. These bridges were programmed to receive HBP funds prior to any design work being done, and bridges are subject to deviations in size once hydraulic design work is completed. With these being comparatively small bridges, one size deviation results in a significant change in percent of quantities. Combined with the impact of inflation on material prices, this can result in a substantial increase in price. Such an outcome occurred for both the 265th Avenue and 145th Street bridges. However, the former saw an increase of only 12.5% from \$400,000 to \$450,000, while the latter saw an increase of 37.5% from \$400,000 to \$550,000.

Initially, Lee County did not request a revision for the 115th Street bridge project. However, they were informed by Iowa DOT staff that it would not be possible to increase the overall amount of HBP funding programmed for the SEIRPC region in the FY2026-2029 STIP, as that funding is required to be 'fiscally constrained'. This would apply to the entire 4-year period, as well as each of the 4 individual programming years. Accordingly, the addition of HBP funds to one or two projects would require that the same amount of money be removed from one or more other projects, in order to break even.

With that being said, the requirement for fiscal constraint only applies to the current TIP for FY2026-2029, and the amount of HBP funding can still be increased for FY2027

during the development of the next TIP for FY2027-2030. So if money is removed from a project in the FY2026-2029 TIP, it can later be added back to that same project in the FY2027-2030 TIP. Accordingly, Lee County decided to request the removal of \$200,000 from the \$700,000 in federal aid currently programmed for the 115th Street bridge in the FY2026-2029 TIP. While that project was programmed for funding in FY2026, it is technically not set to be let for bids until November 2026, after the start of FY2027. Therefore, it is possible for the \$200,000 to be temporarily removed from this project, but also be added back in time for the project to start work in FY2027.

It should also be noted that while the FY2026-2029 TIP was adopted by the Board this past July, it is still in the process of being incorporated into the Statewide Transportation Improvement Program (STIP), and the STIP does not take effect until October 1, at the start of Federal Fiscal Year 2026. Accordingly, staff will be unable to make revisions to any of these three projects until the DOT's programming website is updated, likely toward the end of next week.

The map below shows the location of the 145th Street bridge in red, while the other two bridges are shown in yellow.



SEIBUS Lease

NB 2



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 18, 2025
Re: Lease Agreement – 1405 N Broadway, Mount Pleasant

The SEIBUS facility in Mount Pleasant at 1405 N Broadway is comprised of two buildings, A and B. Building A is the closest to the road and is split in half. The back half is a garage/break area and the front half is unfinished space, but is wired, has stubbed plumbing, has lights and HVAC.

SEIRPC has planned since purchasing the buildings in 2022 to lease the front of Building A to offset utility and maintenance expenses for the entire facility. Since the facility rehabilitation in 2024-25, the space is now ready for lease.

Staff listed the 1,600sf space with Meadow and Main, and local realty firm. A local resident has offered to lease the space, construct a bathroom, and use the space for a golf simulation facility. The low-impact use fits well with the primary use as a bus storage and staff hub for SEIBUS operations in Henry County.

After a brief negotiation, the following terms have been agreed to, subject to SEIRPC board approval:

- Lease Term October 1, 2025 – September 30, 2026
- Rent - \$635/mo (\$4.76/sf), or \$7,620 annually.
- Rent will commence on January 1, 2026 while the space is prepared for the intended use.
- Tenant will construct a bathroom at their expense which is compliant with local building codes, and provide advance notice to SEIRPC on the schematic and finishes.
- Utilities and taxes are included.

SEIRPC will use its standard lease form to include the terms above. The rent is lower than standard because the space is not finished and tenant will construct a bathroom at their own expense.