

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
September 25, 2025**

Members Present: Brent Schleisman, Dr. Michael Ash, Jim Cary, Garry Seyb, Kirk Miller, Hans Trousil, Kevin Hardin, Steve Detrick, Jim Ferneau, and Laura Liegois; Brett Shafer, Cori Milan, Emily Benjamin, and Chad Hudson via Zoom

Members Absent: Jon Billups, Mark Huston, and Ron Teater

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

Guests Present:

Call to order at 12:02 p.m.

Agenda Approval

Motion by Liegois to approve the September 25, 2025 agenda, second by Seyb. All Ayes, motion carried.

Consent Agenda Approval

Norris said parking lot rehabilitation is nearly complete. Striping is scheduled either late September or early October. SEIRPC's lower-level tenant Trinity Consulting has notified staff that they are combining their Des Moines and Burlington offices and will be vacating the premises immediately. Their lease expires in June 2026 and requires payment through that time. If the space is leased prior to that date, Trinity will be released from their obligation for the remaining rent. NOFO 9 awards for broadband expansion using federal BEAD funds was released by Iowa Department of Management in August. There are 31 projects which will serve 5,041 locations, made up of fiber, fixed wireless, and satellite expansion, within our four-county region. Motion by Seyb to accept the consent agenda, second by Miller. All Ayes, motion carried.

Old Business

1. Department Reports: Norris gave a Housing Department update highlighting two projects that were mentioned at the Housing Iowa Conference. SEIRPC/Southeast Iowa Housing, Inc. finished and sold the gut rehab project at 1515 35th Street in Fort Madison under the Home Renewal Program. Additionally, Homes for Iowa won the Single-Family Project of the Year award. He said another home renewal project located at 3013 Avenue O in Fort Madison will be administered by SEIRPC staff/Housing, Inc. He gave a brief area housing efforts re-cap and mentioned that Great River Housing, Inc. will apply for their 14th grant in early October. James said former planner Kansha Tiwari has been hired 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. SEIRPC still plans to hire a full-time planner to replace Sam Avery. Jordan Amerman has also been hired on as a part-time Grant Administration Assistant to help the Planning Department. Staff is assisting Unity Lutheran Church in Burlington with a vision for the reuse of the site of

their former church along Central Avenue across from Bracewell Stadium. He highlighted some of the grants that are being administered as well as upcoming grant opportunities. Inrachavongsa gave SEIBUS ride statistics for the Old Thresher Reunion and Tri-State Rodeo. He said SEIBUS gave free rides for the Southeast Iowa Job Fair on September 18th and the Henry County Senior Health Fair on September 24th. The Haunted Rails event will be starting in October. No action necessary.

2. Regional Priority Projects Update: James reminded board members of the criteria SEIRPC used during the first cycle to determine if a project meets the definition of a Regionally Significant Project and said the criterion will likely be very similar in the second cycle of taking applications. He also reviewed the general process and timeline that staff will follow. At the December 2025 board meeting the list of submitted projects will be presented for initial review. At the January 2026 board meeting the list of recommended projects by staff will be presented. Finally at the February 2026 Executive board meeting staff will present the final lists of projects as the updated Regional Priority Project section of the regional Comprehensive Economic Development Strategy for approval. No action necessary.

New Business

1. Public Hearing: FFY2026 – FFY2029 Transportation Improvement Program (TIP) Amendment: Schleisman opened the public hearing at 12:31 p.m. Lassiter stated that 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 the amendments involve the replacement of an existing bridge on a gravel road. The 145th Street bridge replacement was determined to constitute ‘Amendment,’ while the other two can be processed as an ‘Administrative Modification.’ All three projects are currently programmed to receive funding in FY2026. **Hearing no additional questions or comments, Trousil made a motion to close the Public Hearing: FFY2026 – FFY2029 Transportation Improvement Program (TIP) Amendment at 12:40 p.m., second by Cary. All Ayes, motion carried. Ash made a motion to approve the FFY2026 – FFY2029 Transportation Improvement Program (TIP) Amendment, second by Trousil. All Ayes, motion carried.**
2. SEIBUS Lease: Norris said the SEIBUS facility in Mount Pleasant is comprised of two buildings, A and B. Building A is split in half and a local resident has offered to lease the space for a golf simulation facility. The following terms have been agreed to, subject SEIRPC board approval: Lease term October 1, 2025 – September 30, 2026; Rent \$635/month, 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; and Utilities and taxes are included. Motion by Seyb to approve the SEIBUS lease with the terms as presented, second by Ash. All Ayes, motion carried.

MATTERS FROM THE FLOOR: None.

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

Meeting adjourned at 12:47 p.m.

Submitted by Sherri Jones

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____