



SIREPA

**SOUTHEAST IOWA REGIONAL
ECONOMIC & PORT AUTHORITY**

Friday, July 26, 2024

**Meeting of the Board of Directors
11:00am – 12:00pm**

**In-person at: SIREPA Building
2495 280th St, Montrose, IA**

And Via Zoom

Call-In: (312) 626-6799 Meeting ID: 822 6427 0560
<https://us02web.zoom.us/j/7936657959?omn=89563316364>

Agenda

I. Call to Order, Chair (Boyer):

Roll Call:

- a. Director Mike Hickey, Chair
- b. Director, Bob Dodds, Vice-Chair
- c. Director, Bruce Hardy, Secretary/Treasurer
- d. Director Michael Dunn
- e. Director Jack Smith
- f. Ex-Officio, Matt Larson, State Treasurer's Office

II. Agenda of July 26, 2024 Meeting (Board Action)

III. Election of Officers (Board Action)

IV. Consent Agenda (Minutes of May 16, 2024 Meeting and receive Financials) (Board Action)

V. Lee County Broadband Expansion Project Update (Board Information)

VI. NTIA Digital Equity and Lee County Broadband (Board Information)

VII. Resolution 1-2025 to renew building mortgage for 2495 280th St, Montrose, IA (Board Action)

VIII. Resolution 2-2025 Public Recognition of Connection Bank Commitment to Community (Board Action)

IX. SIREPA Building/Career Advantage Center Update (Board Information)

X. Matters from the Floor

XI. Adjourn (Board Action)



SIREPA

SOUTHEAST IOWA REGIONAL ECONOMIC & PORT AUTHORITY

Minutes of the SIREPA Board of Directors
Thursday, May 16, 2024, 2:15 p.m.
In-Person at Lee County Career Center or via Zoom
2495 280th St, Montrose, IA

I. **Call to Order** at 2:15 p.m. by Mike Hickey, Chair

Roll Call:

Board Members Present: Director Mike Hickey (Chair); Director Bob Dodds (Vice-Chair); Director Bruce Hardy (Secretary/Treasurer); Director Michael Dunn via Zoom; Director Jack Smith; ; Ex-Officio, Matt Larson, State Treasurer's Office via Zoom

Board Members Absent:

SEIRPC Staff Present: Mike Norris; and Sherri Jones via Zoom

Guest(s) Present: Garry Seyb, Lee County Supervisor, Denise Boyer; Tim Fencl, Danville Mutual Telephone Company; Dennis Fraise, Lee County Economic Development Group; Emily Benjamin, Lee County Economic Development Group; Laura Liegois, Fort Madison City Manager; and Joe Benedict, Daily Gate City, via Zoom

II. **Consider Approval of May 16, 2024 Agenda (Board Action):**

Hardy made a motion to approve the May 16, 2024, meeting agenda, second by Smith. Motion carried.

III. **Consider Approval of March 12, 2024 Meeting Minutes (Board Action):**

Smith made a motion to approve the March 12, 2024, meeting minutes, second by Hardy. Motion carried.

IV. Consider Acceptance of Financial Report (Board Action):

Hardy made a motion to approve the April 30, 2024, financial report, second by Smith. Motion carried.

V. Approve Clean Ports Statutory Partnership (Board Action):

Norris said the US EPA has issued a Notice of Funding Opportunity (NOFO) for its Clean Ports grant program. Program goals include building a foundation for the port sector to transition over time to fully zero-emissions operations, positioning ports to serve as a catalyst for transformational change across the freight sector, reducing diesel pollution in near-port communities, and helping ensure that meaningful community engagement and emissions reduction planning are port industry standard practices. Hall Towing in Fort Madison, IA, intends to apply for a Clean Ports grant to replace petro-fueled equipment with electric equipment. SIREPA will serve as a statutory partner for the funds. The statutory partner can serve in a variety of roles depending on the situation in the EPA Clean Ports guidance. SIREPA would defer all responsibility of funding, compliance, and execution to Hall Towing. The only SIREPA responsibility is to grant access to the funds for a private applicant. Smith made a motion to approve a statutory partnership pursuant to EPA Clean Ports Grant Program between Hall Towing, Inc. and Southeast Iowa Regional Economic and Port Authority, second by Dodds. Motion carried.

VI. Broadband Update (Board Information):

Fencil updated the board on the status of the broadband project: Fiber backbone construction is complete; Redundant ring has been tested with all electronics and traffic is being migrated and should be complete by the end of June; Fiber backbone in Wever is constructed; Drops for customers in town and the backbone west of Hwy 61 will begin in the coming weeks. Future updates include: Fiber lease payment to SIREPA will begin December 2024; Future funding for the remainder of Lee County possible through the Federal Program BEAD (Broadband Equity Access & Deployment); State map review for BEAD locations is under way and challenges to the map close in June; DOM-DOIT and NTIA will roll out Iowa Plan late this year; and Future funding discussion is unlikely until BEAD is awarded. No action necessary.

VII. Career Center Community Project Funding Application Update (Board Information):

Norris said he doesn't know if the project will be in the top 15 applications, but it was well received. He mentioned that he had good conversations with Congresswoman Miller-Meeks and her staff in Washington, D.C. about this project and southeast Iowa needs in general. Fraise said they formed a separate 501c3 non-profit board for the Career Center. They will hand this project over to that new board. He said Norris serves on the board as a

representative of SEIRPC and asked if anyone would like to join as a SIREPA representative. Mike Hickey expressed interest. No action necessary.

VIII Board Vacancy, City of Fort Madison (Denise Boyer resignation):

Dunn and Hickey thanked Boyer for her years of service on the SIREPA board. Hickey asked board members to think about possible replacements for Fort Madison representation.

IX Adjourn (Board Action):

Dunn made a motion to adjourn at 2:45 p.m., second by Smith. Motion carried.

Bruce Hardy, Secretary/Treasurer

Date: _____

**Southeast Iowa Regional Economic and Port Authority
Financial Summary
May 31, 2024**

PROFIT & LOSS ALL CLASSES	
	<u>5/31/2024</u>
TOTAL REVENUES :	1,266,999
TOTAL EXPENSES :	1,234,504
Excess of revenues over expenditures- note this is accrual basis	<u>32,496</u>

BALANCE SHEET	
Connection Bank as of 5/31/2024	60,352
Building	1,000,000
Note Payable	(1,001,534)

ACCOUNTS RECEIVABLE BALANCE				
	1-45	46-90	>90	TOTAL
none	-	-	-	-

ACCOUNTS PAYABLE BALANCE				
	1-45	46-90	>90	TOTAL
none	-	-	-	-

CASH RECEIPTS - life to date (accrual basis)			
Alliant Energy	12/2/2013	FY14	5,000
State of Iowa	7/24/2014	FY15	2,500
Lee County Auditor	4/25/2016	FY16	1,000
City of Keokuk	8/29/2016	FY16	1,000
Connection Bank -refund service fees	10/31/2017	FY18	39
Lee County Auditor	9/26/2019	FY19	2,000
City of Fort Madison	9/26/2019	FY19	2,000
City of Fort Madison	10/24/2019	FY13/FY16	3,000
City of Keokuk	10/10/2019	FY19	2,000
Alliant Energy	10/28/2019	FY20	2,000
Lee County Auditor	2/21/2020	FY20	2,000
City of Keokuk	6/19/2020	FY20	2,000
City of Fort Madison	8/13/2020	FY20	2,000
City of Keokuk	10/30/2020	FY21	2,000
City of Fort Madison	10/30/2020	FY21	2,000
Lee County Auditor	10/22/2020	FY21	2,000
Connections Bank	8/2/2021	FY22	24,701
Lee County Economic Group	8/4/2021	FY22	9,984
City of Fort Madison	8/31/2021	FY22	2,000
City of Keokuk	9/22/2021	FY22	2,000
Lee County Auditor	9/29/2021	FY22	2,000
Lee County Auditor	6/22/2022	FY22	704,013
Transfer In	7/13/2022	FY23	11,775
Lee County Auditor	12/14/2022	FY23	2,000
City of Keokuk	12/21/2022	FY23	2,000
City of Fort Madison	12/30/2022	FY23	2,000
Transfer In	7/20/2023	FY24	13,512
City of Keokuk	7/12/2023	FY24	3,500
City of Fort Madison	8/10/2023	FY24	2,000
Lee County Auditor	8/16/2023	FY24	2,000
Lee County Auditor	12/13/2023	FY24	1,245,987

CASH DISBURSEMENTS - life to date (accrual basis)			
SEIRPC	7/25/2014	#1001	5,000
University of Iowa	7/25/2014	#1002	2,500
Deluxe	8/6/2014	electronic	131
SEIRPC	6/30/2015	#1003	2,694
service fee	10/31/2016	electronic	4
service fee	11/30/2016	electronic	4
service fee	12/31/2016	electronic	4
SEIRPC	4/12/2017	#1004	5,080
service fees	Jan - June 2017	electronic	26
service fees	July - Sept 2017	electronic	12
SEIRPC	12/4/2019	#1005	7,662
Closing costs	8/2/2021	-	1,534
ICAP	8/4/2021	#1006	9,984
Lee County Treasurer	11/1/2021	#1007	11,601
SEIRPC - admin (net of expenses)	12/17/2021	#1100	5,790
Lee County Treasurer	3/24/2022	#1101	11,601
Brown Winick Law	5/5/2022	#1102	1,425
James F. Dennis Law Firm	5/19/2022	#1103	1,075
Danville Telephone Company	6/29/2022	#1104	700,000
ICAP	7/18/2022	#1105	11,775
void		#1106	-
ICAP	7/19/2023	#1107	13,512
SEIRPC - admin	8/2/2023	#1108	8,242
Danville Telephone Company	12/14/2023	#1109	1,212,750

Digital Equity Act at a Glance



The third grant program funded by the Digital Equity Act of 2021 is the Digital Equity Competitive Grant Program. The information below can guide organizations as they [Get Ready](#) to prepare their applications.

Understanding the DE Competitive Grant Program: What You Need to Know

The Digital Equity Act programs focus on empowering those most impacted by the digital divide, referred to as “Covered Populations.” The Covered Populations are:

(1) Individuals who live in Covered Households (defined as households with income from the most recently completed year of not more than 150% of the poverty level); (2) Aging individuals; (3) Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility; (4) Veterans; (5) Individuals with disabilities; (6) Individuals with a language barrier, including English learners and those with low levels of literacy; (7) Individuals who are members of a racial or ethnic minority group, and (8) Individuals who primarily reside in a rural area. [47 USC 1721\(8\)](#)

Who Can Apply?

As long as applicants are not, or have not, served as the administering entity for a State under the Planning Grant Program or Capacity Grant Program, the following types of groups are eligible to apply:

- A political subdivision, agency or instrumentality of a State;
- An Indian Tribe, an Alaska Native entity, or a Native Hawaiian organization;
- A foundation, corporation, institute or association that is a not-for-profit entity, and is not a school;
- A community anchor institution;
- A local education agency;
- An entity that carries out workforce development programs; or
- A partnership between any of the entities described above.

[47 U.S.C. 1724\(b\)](#)

How Can the Grant be Used?

The grant's purpose is to create the conditions where individuals and communities have the information technology capacity needed for full participation in the society and economy of the United States. **Allowable uses of grant awards include:**

- Developing and implementing digital inclusion activities that benefit Covered Populations.
- Facilitating the adoption of broadband by Covered Populations.
- Implementing training programs for Covered Populations.
- Making available equipment or technology for broadband services to Covered Populations.
- Constructing, upgrading, extending, or operating new or existing public access computing centers for Covered Populations.

[47 U.S.C. 1724\(d\)\(2\)\(A\)](#)

What is the Match?

Awards granted through the Digital Equity Competitive Grant Program **may not exceed 90 percent** of the total project cost, unless a waiver is granted by the Assistant Secretary.

[47 U.S.C. 1724\(d\)\(2\)\(C\)](#)

What is the Period of Performance?

Recipients will have **four years** from the date of the award to expend the grant.

One additional year will be given to Grant recipients to continue measuring and evaluating the activities supported.

[47 U.S.C. 1724\(d\)\(2\)\(D\)](#)

To learn more about the Digital Equity Competitive Grant Program, see the [Digital Equity Act of 2021](#).

Digital Equity Competitive Grant

COMING SOON



Tips for Applying

Background:

The National Telecommunications and Information Administration (NTIA) will soon announce the launch of the Notice of Funding Opportunity (NOFO) for the [Digital Equity Competitive Grant Program](#). Applicants should take steps now to get ready.

What can potential applicants do right now?

Who will be eligible for funding?

Eligible entities include: (1) A political subdivision, agency, or instrumentality of a State, including an agency of a State, including an agency of a State that is responsible for administering or supervising adult education and literacy activities, or for providing public housing, in the State; (2) An Indian Tribe, an Alaska Native entity, or a Native Hawaiian organization; (3) A foundation, corporation, institution, or association that is a not-for-profit entity and not a school; (4) A community anchor institution; (5) A local educational agency; (6) An entity that carries out a workforce development program; or (7) A partnership between any of the entities described in paragraphs (1) through (6). 47 U.S.C. §1724(b). For additional details, check out [47 USC 1724: Digital Equity Competitive Grant Program \(house.gov\)](#).

Set Up Your Accounts

You **MUST** have an active [SAM.gov](#) and UEI to **register to access** the NTIA Grants Portal (NGP) to apply. **These items can take weeks or months to set up**, so get started as soon as possible.

- Create or verify an **Active [SAM.gov](#) Registration** and Unique Entity Identifier (UEI) number.
- **Register for Access to Application Portal.** You will NOT be able to access the application portal without this.
- **Decide early who needs access.** Make sure members of your grant team have the right level of access.
- Make sure usernames and passwords for all relevant accounts (e.g., [SAM.gov](#), NGP, etc.) are accessible and current to avoid last-minute issues.

Get Organized

In order to have time to prepare, review, and submit your application ahead of the due date, you need to get organized and plan ahead.

- **Prepare early:** Make sure your team is in place and ready to get started on your application as soon as the NOFO is announced.
- **Submit early:** Aim to submit the application ahead of the due date to avoid last-minute technical issues and to demonstrate professionalism and preparedness. Plan ahead! DO NOT wait hours before the application deadline to submit your applications.
- Late applications will not be accepted.
- Things to do now: Get to know the federal forms needed to apply: [SF-424](#), [SF-LLL](#), [CD-511](#).

Build Partnerships

Partnerships can enhance an application by providing diverse expertise, increasing credibility, and extending a project's reach.

- **Leverage Expertise for Covered Populations:** Leveraging the expertise of those partners with a proven track record of serving Covered Populations can help strengthen the project's ability to effectively reach and serve those groups.
- **Collaborate on Proposal Development:** Work together with partners to develop a strong, cohesive proposal. Leverage each partner's strengths in drafting sections, gathering data, and providing insights.



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Resolution No. 1-2025

To Renew Mortgage on 2495 280th St. Montrose, IA, with Connection Bank

WHEREAS, The Southeast Iowa Regional and Economic Port Authority (hereinafter SIREPA) is a recognized Municipality of the State of Iowa under Chamber 28J, Code of Iowa, and;

WHEREAS, SIREPA has an existing mortgage with Connection Bank to finance the purchase of 2495 280th St, Montrose, IA, and;

WHEREAS, the existing 36-mo mortgage with Connection Bank comes due August 2, 2024, and;

WHEREAS, Connection Bank has offered to renew the loan for 12 months, interest only at the existing interest rate, and;

THEREFORE BE IT RESOLVED this 26th day of July, 2024

The SIREPA Board of Directors authorizes the board chair and relevant officers to execute renewal of the mortgage for 2495 280th St, Montrose, IA, for 12 months at the existing interest rate.

Mike Hickey, Chair

Attest: Bruce Hardy, Secretary-Treasurer



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Resolution No. 2-2025

To Recognize Connection Bank for Outstanding Community Support Through Lending

WHEREAS, The Southeast Iowa Regional and Economic Port Authority (hereinafter SIREPA) is a recognized Municipality of the State of Iowa under Chamber 28J, Code of Iowa, and;

WHEREAS, SIREPA has an existing mortgage with Connection Bank to finance the purchase of 2495 280th St, Montrose, IA, formerly the KL Megla Building, and;

WHEREAS, Connection Bank has been an outstanding partner through its mortgage lending and;

WHEREAS, 2495 280th St has become a community asset with multiple uses and advantages for Lee County and general economic development, first made possible with a mortgage through Connection Bank, and;

THEREFORE BE IT RESOLVED this 26th day of July, 2024

The SIREPA Board of Directors recognizes Connection Bank for its outstanding partnership pursuant to community improvement and economic development.

Mike Hickey, Chair

Attest: Bruce Hardy, Secretary-Treasurer