



Board Meeting Agenda

1:30 pm February 24, 2022
700 16th Street NE, Suite 301
Cedar Rapids, Iowa 52402

The East Central Iowa Council of Governments (ECICOG) Board Meeting will be held in person. Members can still attend using the call-in number below, but please understand that your meeting experience may be less than optimal. Members of the public can participate during the meeting, but only during the public comment portions of the agenda.

Virtual Option: You can join the meeting by calling +1 312 626 6799 and using Meeting ID: 965 3400 4616. Board members received a Zoom meeting invitation with a web link to join the meeting using their computer’s video and audio. Please mute your computer audio or phone when not speaking and identify yourself by name when speaking.

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| <i>Page #s</i> | <ol style="list-style-type: none"> 1. Call to Order <ol style="list-style-type: none"> a. Recognition of Alternates b. Public Comments <ul style="list-style-type: none"> o General Public o Legislators or Legislative Staff c. Approve Agenda |
| 1-2 | |
| 3-5 | <ol style="list-style-type: none"> 2. Special Presentation – Jon Murphy, ICOG Consultant |
| 6-8 | <ol style="list-style-type: none"> 3. Approve Minutes <ol style="list-style-type: none"> a. Board Meeting Minutes -January 27, 2022 b. Personnel Committee – February 3, 2022 |
| 9 | |
| 10-20 | <ol style="list-style-type: none"> 4. Financial Report <ol style="list-style-type: none"> a. Receive and File Financial Statements for Audit b. Approve Expenditures |
| 21 | <ol style="list-style-type: none"> 5. Action Items <ol style="list-style-type: none"> a. Consider Executive Director Salary Increase |
| 22 | <ol style="list-style-type: none"> 6. Reports <ol style="list-style-type: none"> a. Director’s Report b. Economic and Strategic Services Report c. Community Development and Housing Report d. Transportation and Transit Report e. Environmental Services Report |
| 23-24 | |
| 25-30 | |
| 31-35 | |
| 36-38 | |
| 39-41 | |
| 42 | <ol style="list-style-type: none"> 7. Discussion/Presentations <ol style="list-style-type: none"> a. Presentation – Envision East Central Iowa (David Beurle, Future IQ) b. ECICOG Committee Assignments c. Board Member Updates |
| | <ol style="list-style-type: none"> 8. Adjourn - Next Meeting: March 31, 2022 |

A new board member orientation will be held on February 24, 2022 immediately following the board meeting. Everyone is welcome to attend.

MINUTES

East Central Iowa Council of Governments
Board Meeting Video/Conference Call 1:30 pm, January 27, 2022
700 16th Street NE, Suite 301, Cedar Rapids, IA

MEMBERS PRESENT

Dave Fish-City of Belle Plaine
Tracy Seeman-Benton County Supervisor
Kathleen Van Steenhuyse-Benton County Citizen
Kevin Heitshusen-Iowa County Supervisor
Vicki Pope-Iowa County Supervisor
Laura Bergus-Iowa City City Council
Rod Sullivan-Johnson County Supervisor
Dave Wageman-Lone Tree City Council
Derek Lumsden-Jones County Citizen
Jon Zirkelbach-Jones County Supervisor
Rod Smith-City of Anamosa
Eric Van Kerckhove-Mayor of Palo
Adam Griggs-Mayor of Central City
Darrin Gage-Linn County Policy & Administration
Bob Yoder-Washington County Supervisor
Mary Audia-Washington County Citizen

MEMBERS ABSENT

Tony Hocamp-Iowa County Citizen
Donna Brooks-Johnson County Citizen
David Connolly-Linn County Citizen
Deanna Mc Cusker-Washington City Administrator
Ben Rogers-Linn County Supervisor

ALTERNATES PRESENT

Brent Olson for Ben Rogers

OTHERS PRESENT -none

STAFF PRESENT

Karen Kurt-Executive Director
Gina Peters-Office Manager
Brittany Rempe-Communications Specialist
Jennifer Fencl-Environmental Services Director
Tracey Achenbach-Community Development & Housing Director
Mary Rump-Transportation & Transit Director
Adam Bentley-Senior Planner/Economic Development Specialist
Robyn Jacobson-Contracts Administrator
Brock Grenis-Transit Administrator
Harrison Freund-Planning Fellow

1. CALL TO ORDER

The meeting was called to order by Chairperson Zirkelbach at 1:30 p.m.

a. Welcome New Board Members

Zirkelbach welcomed new board members Eric Van Kerckhove, Mayor of Palo and Laura Bergus, Iowa City City Council.

b. Recognition of Alternates

Brent Olson for Ben Rogers.

b. Public Comments -none

c. Approve Agenda

M/S/C (Griggs/Lumsden) to approve the agenda as presented. All ayes.

2. ELECTION OF OFFICERS

The Nominating Committee of Gage, Lumsden and Van Steenhuyse presented the slate of officers for 2022: Zirkelbach-Chairperson, Fish-Vice-Chairperson and Audia-Secretary/Treasurer.

M/S/C (Gage/Sullivan) to accept the slate of officers as presented. All ayes.

3. APPROVE MINUTES

a. **Executive Committee Minutes of December 29, 2021**

M/S/C (Griggs/Audia) to approve the minutes of the December 29, 2021 executive committee meeting as presented. All ayes.

b. **Personnel Committee Minutes of December 9, 2021**

M/S/C (Sullivan/Yoder) to approve the minutes of the December 9, 2021 personnel committee meeting. All ayes.

c. **Budget Committee Minutes of January 10, 2022**

M/S/C (Lumsden/Gage) to approve the minutes of the January 10, 2022 budget committee meeting. All ayes.

4. FINANCIAL REPORT

a. **Receive and File Financial Statements for Audit**

Kurt noted the November and December expenses are both reflected in the December financial statements due to the November meeting being held on December 2.

M/S/C (Sullivan/Van Steenhuyse) to receive and file the December financial statements for audit.

b. **Approve Expenditures**

M/S/C (Sullivan/Griggs) to approve the expenditures for January. All ayes.

c. **Approve Depository Resolution**

The depository resolution to formally approve Cedar Rapids Bank & Trust as the agency depository was included on page 20 the packet.

M/S/C (Gage/Lumsden) to approve the Depository Resolution. All ayes.

5. ACTION ITEMS

a. **Approve Fiscal Year 2023 ECICOG Budget**

Kurt gave an overview of the budget document. She noted a 2% increase in the per capita rate for the general and non-general assessments. She said two EDA CARES act grants and the watershed grants will be closed out at the end of FY2022. Kurt stated 85% of the total operating budget is from known revenue sources. She noted the budget reflects a planned organization change at the start of the fiscal year. Community Development and Economic Development will become one department and be under the direction of Kurt. Housing will remain under the direction of Achenbach. She also said that projected wages reflected a 4% merit pool (2% range adjustment and a 2% performance allocation) Individual increases will be determined in accordance with the compensation policy approved in June 2021. Discussion followed.

M/S/C (Gage/Fish) to approve the FY2023 Budget as presented. All ayes.

b. **Approve RLF Loan Committee At-Large Representative Re-Appointments**

The ECICOG Board is required to appoint three at-large members to the RLF committee. Currently, Keith Eibey of Great Western Bank, Brooke McLaughlin of Cedar Rapids Bank & Trust, and Matt Behrends of Citizen Bank hold these positions. Staff recommends re-appointment of the at-large representatives.

M/S/C (Yoder/Van Steenhuyse) to approve the re-appointment of Keith Eibey, Brooke McLaughlin and Matt Behrends to the RLF Loan Committee for a one-year term. All ayes.

c. **Approve 2022 ECICOG Board Meeting Schedule**

Kurt referred to page 42 of the packet, the board meeting schedule for 2022.

M/S/C (Van Kerckhove/Sullivan) to approve the 2022 ECICOG Board Meeting Schedule. All ayes.

6. REPORTS

a. **Director's Report**

b. **Economic and Strategic Services Report**

Kurt said David Buerle from Future IQ will make a presentation on Envision East Central Iowa at the February meeting and on March 1st at the Future Summit to be held at Cedar Ridge Distillery. She gave an update on two grants that were submitted to EDA. She noted the Department of the Treasury has released the final rules pertaining to ARPA funds. Kurt said a new board member orientation will be held immediately following the February board meeting.

Lumsden offered that a committee of the Board review the by-laws to relieve some burden on staff. Discussion followed and Gage and Van Steenhuyse will also serve on the committee.

c. **Community Development and Housing Report**

Achenbach introduced staff in the department for the benefit of new board members. She gave an overview of the programs that fall under the community development and housing department.

d. **Transportation and Transit Report**

Rump introduced staff in the department for the benefit of new board members. She gave an overview of the programs that fall under the transportation and transit department.

Audia thanked Rump for helping to facilitate meetings with IDOT and Canadian Pacific Railroad reps to discuss their proposed rail merger in Washington County.

e. Environmental Services Report

Fencl introduced staff in the department for the benefit of new board members. She noted John Bruce is no longer working at ECICOG. She gave an overview of the programs that fall under the environmental department.

7. DISCUSSION/PRESENTATIONS

a. Presentation-Corridor Rides Update

Grenis made a presentation on Corridor Rides and answered questions.

b. Annual Report

Kurt said the annual report will be mailed out in the next two weeks.

c. ECICOG Committee Assignments

Kurt said every board member is assigned to an agency committee that will meet 1-2 times a year. She will send out a survey to board members to rank their choices. She noted the Chair will make the final decision on the committees and they will be announced at the February meeting.

d. Board Member Updates

Various topics were discussed.

8. NEXT MEETING: February 24, 2022

M/S/C (Yoder/Heitshusen) to adjourn the meeting at 2:30 p.m. All ayes.

Mary Audia, Secretary