

East Central Iowa Council of Governments Board Meeting Notice

1:30 P.M. April 25, 2019
East Central Iowa Council of Governments
700 16th Street NE, Suite 301
Cedar Rapids, Iowa

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page

- 1.0 **CALL TO ORDER**
 - .1 Recognition of Alternates
 - .2 Public Discussion
 - 2 .3 Approval of Agenda

- 2.0 **ROUTINE MATTERS**
 - 3-5 .1 Approval of Minutes (March 28, 2019)
 - 6-11 .2 Budget Reports/Balance Sheet

- 3.0 **AGENCY REPORTS**
 - 12-18 .1 Director's Report
 - .2 Community Development Report
 - 19-20 .3 Housing Report
 - 21-29 .4 Transportation Report
 - *Consider Public Transit Infrastructure Grant MOUs and resolutions*
 - *Set public hearing for May 30, 2019*
 - 30 .5 Environmental Services Report
 - .6 Program Spotlight: Services to Linn County

- 4.0 **STRATEGIC DECISION-MAKING CONSIDERATIONS**
 - *Consider Actions on the Executive Director Search Process*

- 5.0 **COMMITTEE REPORTS**
 - 31-33 .1 Revolving Loan Fund Committee
 - *Committee Recommendations*

- 6.0 **OLD BUSINESS**
 - .1 Approval of Expenditures

- 7.0 **NEW BUSINESS**
 - .1 Board Member Reports

- 8.0 **NEXT MEETING:** May 30, 2019

ECICOG is the Region 10 planning agency serving local governments in the counties of Benton, Iowa, Johnson, Jones, Linn, and Washington.

MINUTES

East Central Iowa Council of Governments
Board Meeting 1:30 p.m., April 25, 2019
700 16th Street NE, Suite 301, Cedar Rapids, Iowa

MEMBERS PRESENT

Kathleen VanSteenhuyse-Benton County Citizen
Dave Fish-City of Belle Plaine
Ben Rogers-Linn County Supervisor
Les Beck-Linn County Planning & Development
Mark Prentice-City of Solon
Rod Sullivan-Johnson County Supervisor
Tracy Seeman-Benton County Supervisor
Brent Hinson-City of Washington
Bob Yoder-Washington County Supervisor
Vicki Pope-Iowa County Supervisor
Jon Zirkelbach-Jones County Supervisor
Don Gray-Mayor of Central City
Ruby Dickey-City of Lone Tree
Darrin Gage-Linn County Citizen
David Collins-Washington County Citizen
Randy Laubscher-Johnson County Citizen

MEMBERS ABSENT

Sara Buck-City of Cedar Rapids
Betty Weimer-City of Anamosa
Kevin Heitshusen-Iowa County Supervisor
Derek Lumsden-Jones County Citizen
Tony Hocamp-Iowa County Citizen

ALTERNATES PRESENT - None

OTHERS PRESENT

Rochelle Fuller-Senator Grassley's Office

STAFF PRESENT

Doug Elliott-Executive Director
Gina Peters-Executive Assistant
Robyn Jacobson-Contract Manager
Jennifer Fencl- Environmental Services Director
Mary Rump-Transportation Director
Mark Culver-Housing Specialist
John Bruce-Iowa Waste Exchange
Alicia Presto-Planner/Iowa Waste Exchange
Brock Grenis-Transit Administrator
Tracey Achenbach-Housing Director
Natalie Fraehlich-Public Information Specialist
Chad Sands-Community Development Director

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Van Steenhuyse at 1:32 p.m.

.1 Recognition of Alternates – None

(Pope joined the meeting at this time.)

.2 Public Discussion -None

.3 Approval of Agenda

M/S/C (Rogers/Sullivan) to approve the agenda as presented. All ayes.

2.0 ROUTINE MATTERS

.1 Approval of Minutes

M/S/C (Yoder/Gray) to approve the minutes of the March 28, 2019 meeting as presented. All ayes.

.2 Budget Reports/Balance Sheets

Elliott gave an overview of the March financial statements.

(Laubsher joined the meeting at this time.)

M/S/C (Rogers/Hinson) to receive and file the March financial statements for audit. All ayes.

(Collins joined the meeting at this time.)

3.0 AGENCY REPORTS

.1 Director's Report

Elliott said he was presented with the Dwight Ink Public Service Award yesterday at Iowa State University. He was nominated for the award by Lon Pluckhahn, City Manager of Marion.

He noted Achenbach was selected as a Woman of Influence by the Corridor Business Journal and passed around the publication.

Discussion was held on the NADO fly-in schedule that was included in the packet.

.2 Community Development Report

Sands handed out the board report and announced that Kendra Abel has resigned her position at ECICOG.

Elliott announced he would not be filling the position but would leave that up to the new executive director.

.3 Housing Report

Achenbach gave an update on the housing trust funds.

.4 Transportation Report

Grenis referred to the MOUs and resolutions for the Public Transit Infrastructure Grant for Benton and Washington Counties. Discussion followed.

M/S/C (Hinson/Prentice) for Elliott to sign the MOUs and resolutions for the Public Transit Infrastructure Grant for Benton and Washington Counties. All ayes.

Grenis also said a public hearing needs to be set for both of these grants.

M/S/C (Beck/Zirkelbach) to set a public hearing for May 30, 2019 at 1:30 p.m. for the Public Transit Infrastructure Grants. All ayes.

.5 Environmental Services Report

Fencl gave an update on the summer reading program and the Iowa County hazard mitigation plan.

(Fuller joined the meeting at this time.)

.6 Program Spotlight: Services to Linn County

Achenbach gave a presentation and answered questions.

4.0 STRATEGIC DECISION-MAKING CONSIDERATIONS

Van Steenhuyse handed out the executive director search marketing piece and encouraged board members to share it. She announced the search committee members: Van Steenhuyse, Hinson, Pope, Fish, Sullivan, Gage, Zirkelbach, Gray, Rump, Peters, Carl Lingen from ICOG and Kevin Blanshan from INRCOG. She gave an overview of the interview process and said the committee hopes to have a recommendation by the June board meeting.

Van Steenhuyse asked the board to approve holding an open house on June 27, 2019 from 3-5 pm to recognize Elliott's retirement and years of service to ECICOG.

M/S/C (Yoder/Pope) to approve an open house recognizing Elliott's years of service to be held on June 27, 2019 from 3-5 pm and to approve allowable costs. Alcohol is not included as an allowable cost. All ayes.

5.0 COMMITTEE REPORTS

.1 Revolving Loan Fund Review Committee

Jacobson referred to page 31 of the packet, an application from BDC Group Inc. The committee recommends a loan for \$500,000 at 4.75% for 5 years. Discussion followed.

M/S/C (Gage/Gray) to approve the loan to BDC Group Inc for \$500,000 at 4.75% for 5 years. All ayes.

Jacobson reviewed changes to the RLF Administrative Plan that was sent out with the packet. Discussion followed.

M/S/C (Hinson/Gage) to approve the RLF Administrative Plan with the changes. All ayes.

6.0 OLD BUSINESS

.1 Approval of Expenditures

M/S/C (Rogers/Gray) to approve the list of expenditures as presented. All ayes.

7.0 NEW BUSINESS

.1 Board Member Reports

Various topics were discussed

8.0 NEXT MEETING: May 30, 2019

Van Steenhuyse adjourned the meeting at 2:44 p.m. All ayes.

Don Gray, Secretary