

East Central Iowa Council of Governments Board Meeting Notice

1:30 P.M. May 30, 2019  
East Central Iowa Council of Governments  
700 16<sup>th</sup> Street NE, Suite 301  
Cedar Rapids, Iowa

TEL 365-9941 FAX 365-9981

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	<b>1.0 CALL TO ORDER</b>
	.1 Recognition of Alternates
	.2 Public Discussion
2	.3 Approval of Agenda
	.4 Public Hearing: Public Transit Infrastructure Grant Applications
3-8	<b>2.0 RPA POLICY COMMITTEE</b>
	<b>3.0 ROUTINE MATTERS</b>
9-11	.1 Approval of Minutes (April 25, 2019)
12-17	.2 Budget Reports/Balance Sheet
	<b>4.0 AGENCY REPORTS</b>
18	.1 Director's Report
19-20	.2 Community Development Report
21-22	.3 Housing Report
23	.4 Transportation Report
24	.5 Environmental Services Report
	.6 Program Spotlight: Comprehensive Planning
	<b>5.0 STRATEGIC DECISION-MAKING CONSIDERATIONS</b>
	➤ <i>Consider Actions on the Executive Director Search Process</i>
	<b>6.0 COMMITTEE REPORTS</b>
25-26	.1 Revolving Loan Fund Committee
	➤ <i>Committee Recommendations</i>
	<b>7.0 OLD BUSINESS</b>
	.1 Approval of Expenditures
	<b>8.0 NEW BUSINESS</b>
	.1 Board Member Reports
	<b>9.0 NEXT MEETING: June 27, 2019</b>

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., May 30, 2019  
700 16<sup>th</sup> Street NE, Suite 301, Cedar Rapids, Iowa

**MEMBERS PRESENT**

- Kathleen VanSteenhuyse-Benton County Citizen*
- Don Gray-Mayor of Central City*
- Ben Rogers-Linn County Supervisor*
- Mark Prentice-City of Solon*
- Sara Buck-City of Cedar Rapids*
- Dave Fish-City of Belle Plaine*
- David Collins-Washington County Citizen*
- Derek Lumsden-Jones County Citizen*
- Tracy Seeman-Benton County Supervisor*
- Brent Hinson-City of Washington*
- Darrin Gage-Linn County Citizen*
- Vicki Pope-Iowa County Supervisor*
- Rod Sullivan-Johnson County Supervisor*
- Jon Zirkelbach-Jones County Supervisor*
- Bob Yoder-Washington County Supervisor*

**MEMBERS ABSENT**

- Les Beck-Linn County Planning & Development*
- Ruby Dickey-City of Lone Tree*
- Randy Laubscher-Johnson County Citizen*
- Betty Weimer-City of Anamosa*
- Kevin Heitshusen-Iowa County Supervisor*
- Tony Hocamp-Iowa County Citizen*

**ALTERNATES PRESENT**

- Brad Ketels -Linn County Engineer*

**OTHERS PRESENT**

- Tom Brase-Johnson County SEATS*
- Rob Fangmann-Cedar County Engineer*

**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*
- Tom Gruis-Planner*

**1.0 CALL TO ORDER**

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

**.1 Recognition of Alternates**

Brad Ketels for Les Beck

**.2 Public Discussion -None**

**.3 Approval of Agenda**

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

**.4 Public Hearing: Public Transit Infrastructure Grant Applications**

Van Steenhuyse opened the public hearing at 1:35 p.m.

Grenis discussed the PTIG projects for Benton and Washington County and noted no public comments have been received about either project to date. Notification of preliminary grant awards should be announced in mid to late June.

Van Steenhuyse closed the public hearing at 1:37 p.m.

Van Steenhuyse recessed the meeting to allow for the RPA Policy Committee to meet.

**2.0 RPA POLICY COMMITTEE**

Van Steenhuyse reconvened the meeting at 1:44 p.m.

**3.0 ROUTINE MATTERS**

**.1 Approval of Minutes**

M/S/C (Gage/Gray) to approve the minutes of the April 25, 2019 meeting as presented. All ayes.

**.2 Budget Reports/Balance Sheets**

Elliott gave an overview of the April financial statements.

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

**4.0 AGENCY REPORTS**

**.1 Director's Report**

Elliott congratulated Grenis on the presentation he made to the IDOT commission and noted he received several positive comments from commissioners regarding 380Express.

He also announced COG Assistance has increased \$75,000 for the next fiscal year for a total of \$275,000 to be distributed to each of the seventeen COGs.

**.2 Community Development Report**

Sands reported he will be working with the cities of Alburnett and Riverside to update their codes.

**.3 Housing Report**

Achenbach gave an update on current projects.

**.4 Transportation Report**

Rump noted last month there would be a 380Express update presented today but the survey deadline was extended so the report will be presented in June.

**.5 Environmental Services Report**

Fencl gave an update on current projects and noted the Iowa Flood Center will host a 10<sup>th</sup> anniversary celebration on June 13.

**.6 Program Spotlight: Comprehensive Planning**

Sands gave a presentation and answered questions.

**5.0 STRATEGIC DECISION-MAKING CONSIDERATIONS**

Van Steenhuyse gave an update on the executive director search and noted four candidates have been selected to be invited to interview. Peters will send out the dates and times to all board members who will be invited to sit in on the second and third hour of each interview. The first hour of each interview will be limited to the search committee only. Discussion followed.

Hinson asked if an acting director would be appointed. Elliott said he recommends Mary Rump be selected as the acting director. Discussion followed.

**6.0 COMMITTEE REPORTS**

**.1 Revolving Loan Fund Review Committee**

Jacobson made a presentation and referred to the application from Eastern Iowa Family Counseling. The committee recommends a loan for \$79,000 at 6.5% for 7 years. Jacobson noted an environmental review will be required and she will complete that. Discussion followed.

M/S/C (Hinson/Gage) to accept the committee's recommendation for a loan to Eastern Iowa Family Counseling for \$79,000 at 6.5% for 7 years. All ayes.

Jacobson handed out a memo from the RLF Committee prior to the meeting. The RLF Committee recommends the Board write off the Soyawax defaulted loan. Lumsden asked for clarification on the committee's process to write off a loan and Jacobson explained. Discussion followed.

M/S/C (Hinson/Yoder) to accept the committee's recommendation to write off the Soyawax loan in the amount of \$29,965.08. All ayes.

**7.0 OLD BUSINESS**

**.1 Approval of Expenditures**

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

**8.0 NEW BUSINESS**

**.1 Board Member Reports**

Various topics were discussed

**9.0 NEXT MEETING: June 27, 2019**

Van Steenhuyse said a reception for Elliott will be held on June 27 from 3-5 p.m. at the Shores Event Center in the lower level of the building. An invitation will be sent out in the next week.

Van Steenhuyse adjourned the meeting at 2:40 p.m. All ayes.

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Don Gray, Secretary