



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

Executive Committee Meeting Agenda Conference Call

1:30 pm July 29, 2021
700 16th Street NE, Suite 301
Cedar Rapids, Iowa 52402

Board members can attend the meeting in person at the ECICOG office or virtually by calling +1 312 626 6799 US (Chicago) and using Meeting ID: 985 2631 2580. Board members will also receive a Zoom meeting invitation with a web link to join the meeting using their computer's video and audio.

Board members attending online or by phone are asked to follow the meeting etiquette guidelines below:

- **Mute your computer audio or phone when not speaking**
- **Identify yourself by name when speaking**

1. Call to Order
 - a. Approve Agenda
2. Public Hearing: Supplemental Washington County Minibus Public Transit Infrastructure Grant Application
 - a. Approval of Authorizing Resolution for Washington County PTIG Grant Application
3. Approve Minutes of June 24, 2021 Board Meeting
4. Financial Report
 - a. Receive and File June Financial Statements for Audit
 - b. Approve Expenditures for July
5. Action Item
 - a. Consider Approval of Updated Benton County and Jones County Bus Storage Building Leases
 - b. Approve RLF Funding for Eastern Iowa Health Center
 - c. Approve RLF Funding for IBLITZ Boxing and Fitness LLC dba Vibe
 - d. Approve Resolution for Official Certification-RLF CARES
6. Discussion
 - a. Committee Member Updates
7. Adjourn - Next Meeting: August 26, 2021

MINUTES

East Central Iowa Council of Governments
 Executive Committee Zoom Meeting 1:30 p.m. –July 29, 2021
 ECICOG Offices – 700 16th Street NE, Suite 301, Cedar Rapids

MEMBERS PRESENT

Brent Hinson-City of Washington
Jon Zirkelbach-Jones County Supervisor
Darrin Gage-Linn County Policy & Administration
Dave Fish-Mayor of Belle Plaine
Rod Sullivan-Johnson County Supervisor

MEMBERS ABSENT**OTHERS PRESENT**-none

Vicki Pope-Iowa County Supervisor
Kathleen VanSteenhuysen-Benton County Citizen
Tracy Seeman-Benton County Supervisor
Kevin Heitshusen-Iowa County Supervisor
Mary Audia-Washington County Citizen
Bethany Sarazin-Mayor of Alburnett

STAFF PRESENT

Karen Kurt- Executive Director
Gina Peters-Executive Assistant
Robyn Jacobson-Contract Manager
Brock Grenis-Transit Administrator
Brittany Rempe-Communications Specialist

1. Call to Order

Meeting called to order by Chairperson Hinson at 1:30 p.m.

a. Approve Agenda

M/S/C (Zirkelbach/Gage) to approve the agenda as presented. All ayes.

2. Public Hearing: Supplemental Washington County Minibus Public Transit Infrastructure Grant Application

Hinson opened the public hearing at 1:31 p.m.

Grenis stated ECICOG will submit an application for a Public Transit Infrastructure Grant for additional funding for the Washington County Minibus rehabilitation project. This request is for additional funds above and beyond the original application submitted in April due to increased material and building costs, and Minibus will be responsible for the 20% local match. No written comments have been received about the project.

M/S/C (Sullivan/Gage) to close the public hearing at 1:34 p.m. All ayes

a. Approval of Authorizing Resolution for Washington County PTIG Grant Application

M/S/C (Zirkelbach/Sullivan) to authorize the Chair to sign the Authorizing Resolution for Washington County PTIG Grant Application. All ayes.

3. Approve Minutes of June 24, 2021 Board Meeting

M/S/C (Sullivan/Gage) to approve the minutes from the June 24, 2021 meeting. All ayes.

4. Financial Report**a. Receive and File June Financial Statements for Audit**

Kurt noted there are payments on the expenditure sheet for the Iowa City Business Assistance Program and noted FY21 has wrapped up. She said expenses are starting to pick up for travel since we are attending more meetings in person.

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

b. Approve Expenditures for July

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

5. Action Items**a. Consider Approval of Updated Benton County and Jones County Bus Storage Building****Leases**

Grenis said in May 2021, a lease between Benton County and ECICOG for use of the newly constructed bus storage building was brought to the board for approval. It was noted that the lease language stipulated ECICOG would be responsible for insuring the building however it should have listed Benton County as the responsible

party. ECICOG also leases a bus storage facility to Jones County and that lease was reviewed as well. It was determined language stipulating coverage amounts for liability should have also been included. Updates to each lease agreement is included in the packet with the changes highlighted.

M/S/C (Fish/Sullivan) to approve the Benton County and Jones County Building Lease Agreements. All ayes.

b. Approve RLF Funding for Eastern Iowa Health Center

Jacobson said the RLF Committee reviewed an application for Eastern Iowa Health Center. The committee's recommendation is \$500,000 at 0% interest for 2 years, then 2% for 5 years. There will be a UCC lien for all purchased equipment and try for a corporate guaranty from the 501c3 for collateral.

M/S/C (Sullivan/Zirkelbach) to approve the RLF Committee's recommendation to fund Eastern Iowa Health Center's loan of \$500,000 at 0% interest for 2 years, then 2% for 5 years. There will be a UCC lien for all purchased equipment and try for a corporate guaranty from the 501c3 for collateral. All ayes.

c. Approve RLF Funding for IBLITZ Boxing and Fitness LLC dba Vibe

Jacobson said the RLF Committee reviewed an application for IBLITZ Boxing and Fitness LLC dba Vibe. The committee's recommendation is \$29,500 at 0% interest for 2 years, then 2% for 3 years. There will be a UCC lien for equipment and a blanket lien plus a personal guaranty from the owner as collateral.

M/S/C (Gage/Zirkelbach) to approve the RLF Committee's recommendation to fund IBLITZ's loan of \$29,500 at 0% interest for 2 years, then 2% for 5 years. There will be a UCC lien for equipment and a blanket lien plus a personal guaranty from the owner as collateral. All ayes.

d. Approve Resolution for Official Certification – RLF CARES

M/S/C (Sullivan/Gage) to approve the Resolution for Official Certification for IBLITZ Boxing and Fitness LLC and Eastern Iowa Health Center. All ayes.

6. Discussion/Presentations

a. Committee Member Updates

Kurt noted it was Hinson's last meeting and she presented him with a gavel and thanked him for his service on the ECICOG board and to the region.

7. Adjourn – Next Meeting: August 26, 2021

M/S/C (Sullivan/Zirkelbach) to adjourn the meeting at 1:52 p.m.

Dave Fish, Secretary