

*East Central Iowa Council of Governments Board Meeting Notice*

**1:30 P.M. September 26, 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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- 1.0 CALL TO ORDER**
  - .1 Recognition of Alternates
  - .2 Public Discussion
  - .3 Approval of Agenda
  
- 2.0 ROUTINE MATTERS**
  - 3-5 .1 Approval of Minutes (August 29, 2019)
  - 6-9 .2 Budget Reports/Balance Sheet
  
- 3.0 AGENCY REPORTS**
  - 10 .1 Director's Report
  - 11-12 .2 Community Development Report
  - 13-14 .3 Housing Report
  - 15-24 .4 Transportation Report
    - *Consider Agreement with Benton County for Transit Facility*
    - *Consider Update to Title VI Plan*
    - *Consider Changes to Reasonable Modification Procedures*
  - 25 .5 Environmental Services Report
  - .6 Program Spotlight: Indian Creek Soil Health Partnership
  
- 4.0 STRATEGIC DECISION-MAKING CONSIDERATIONS**
  
- 5.0 COMMITTEE REPORTS**
  - 26-28 .1 Revolving Loan Fund Review Committee
    - *Consider At-Large Appointment*
  
- 6.0 OLD BUSINESS**
  - .1 Approval of Expenditures
  
- 7.0 NEW BUSINESS**
  - .1 Board Member Reports
  
- 8.0 NEXT MEETING:**    October 31, 2019

## **MINUTES**

East Central Iowa Council of Governments  
Board Meeting 1:30 p.m., September 26, 2019  
700 16<sup>th</sup> Street NE, Suite 301, Cedar Rapids, Iowa

### **MEMBERS PRESENT**

*Kathleen VanSteenhuysen-Benton County Citizen*  
*Les Beck-Linn County Planning & Development*  
*Mark Prentice-City of Solon*  
*Jon Zirkelbach-Jones County Supervisor*  
*Sara Buck-City of Cedar Rapids*  
*Derek Lumsden-Jones County Citizen*  
*Tracy Seeman-Benton County Supervisor*  
*Kevin Heitshusen-Iowa County Supervisor*  
*Darrin Gage-Linn County Citizen*  
*Rod Sullivan-Johnson County Supervisor*  
*Bob Yoder-Washington County Supervisor*

### **MEMBERS ABSENT**

*Vicki Pope-Iowa County Supervisor*  
*Brent Hinson-City of Washington*  
*Randy Laubscher-Johnson County Citizen*  
*Tony Hocamp-Iowa County Citizen*  
*Dave Fish-City of Belle Plaine*  
*Don Gray-Mayor of Central City*  
*David Collins-Washington County Citizen*  
*Jon Green-City of Lone Tree*  
*Ben Rogers-Linn County Supervisor*  
*Vacancy-Jones County*

**ALTERNATES PRESENT** - none

### **OTHERS PRESENT**

*Emery Davis-Indian Creek Soil Health Coordinator*

### **STAFF PRESENT**

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

#### **1.0 CALL TO ORDER**

The meeting was called to order by Chairperson Van Steenhuyse at 1:36 p.m.

- .1 Recognition of Alternates** - None
- .2 Public Discussion** -None
- .3 Approval of Agenda**

M/S/C (Sullivan/Yoder) to approve the agenda as written. All ayes.

Van Steenhuyse welcomed and introduced Karen Kurt and had board members introduce themselves.

## **2.0 ROUTINE MATTERS**

### **.1 Approval of Minutes**

M/S/C (Yoder/Heitshusen) to approve the minutes of the August 29, 2019 meeting as presented. All ayes.

### **.2 Budget Reports/Balance Sheets**

Kurt said she didn't have any comments on the financials and referred any questions to Rump or Peters. Rump gave an overview of the August financial statements and noted there were not any significant changes from the July statements.

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

## **3.0 AGENCY REPORTS**

### **.1 Director's Report**

Kurt thanked the Board for working with her on her start date and noted she was currently looking for housing in Cedar Rapids while trying to sell her home in Platteville, WI.

She has met with each staff person already and will be scheduling meetings with board member and the boards of supervisors in the region.

Kurt said she attended the ICOG meeting as well as various other meetings ECICOG is involved with.

### **.2 Community Development Report**

Sands said the wastewater application for the City of Blairstown was funded. He is working on a CDBG application for a water project for the City of Parnell that is due January 2020. He also stated he is working with the City of Anamosa on a downtown revitalization grant application that will be submitted by April 1, 2020.

Sands said the Cities of Bertram, Parnell and Urbana have all asked him to submit a proposal to complete comprehensive plans.

### **.3 Housing Report - none**

### **.4 Transportation Report**

Rump noted Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) applications were emailed to each city and county in the region on September 1. There is a mandatory pre-application workshop on October 16 and full applications are due December 15.

Grenis referred to the agreement with Benton County for a transit facility included in the packet. Discussion followed.

M/S/C (Yoder/Sullivan) to approve the agreement with Benton County for the transit facility. All ayes.

As a result of the IDOT compliance review staff was asked to update a couple of plans/procedures.

Grenis included the updated versions of the Title VI Plan and the Reasonable Modification Procedures in the packet.

M/S/C (Gage/Zirkelbach) to approve the update to the Title VI Plan. All ayes.

M/S/C (Beck/Prentice) to approve the changes to the Reasonable Modification Procedures. All ayes.

### **.5 Environmental Services Report**

Fencl said the Iowa County Household Hazardous Waste application was approved. The Lower Cedar WMA planning grant was approved and ECICOG will submit a proposal to write the plan. Iowa Homeland Security has one contract for hazard mitigation plans and ECICOG is submitting a cost estimate on behalf of ICOG. Indian Creek WMA will have a table at the Linn County Landowner Forum on Sunday. Fencl gave an update on the Middle Cedar WMA and the number of practices currently under construction.

### **.6 Program Spotlight: Indian Creek Soil Health Partnership**

Emery Davis, Indian Creek Soil Health Coordinator, and Jennifer Fencl presented on the Indian Creek Soil Health Partnership and answered questions.

## **4.0 STRATEGIC DECISION-MAKING CONSIDERATIONS**

Kurt said she would like to make changes to the format of the board packet and will do that beginning next month. Discussion was held on the November meeting and the legislative open house and whether or not to continue the open house or change the format. Board members indicated they were open to changing the format due to attendance concerns. Kurt will speak to Iowa State Association of Counties and the Iowa League of Cities and report back to the Board.

**5.0 COMMITTEE REPORTS**

**.1 Revolving Loan Fund Review Committee**

Jacobson said the RLF Committee Chair resigned this month due to health reasons. A resume for Keith Eibey was included in the packet and if appointed, he would fill out the term through December 2019. M/S/C (Yoder/Zirkelbach) to appoint Keith Eibey to the RLF Committee as an at-large member. All ayes.

**6.0 OLD BUSINESS**

**.1 Approval of Expenditures**

M/S/C (Gage/Sullivan) 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: October 31, 2019**

Van Steenhuyse adjourned the meeting at 2:33 p.m. All ayes.

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Don Gray, Secretary