



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

Board Meeting Agenda

September 30, 2021

1:30 pm Regular Meeting

East Central Iowa Council of Governments

700 16th Street NE, Suite 301
Cedar Rapids, Iowa

The East Central Iowa Council of Governments (ECICOG) September 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.

Agenda

page

1. Call to Order
 - a. Recognition of Alternates
 - b. Public Comments
 - o General Public
 - o Legislators or Legislative Staff
 - c. Approve Agenda
2. Approve Minutes
 - a. Minutes of August 26, 2021 Board Meeting
 - b. Minutes of September 1, 2021 Executive Committee Meeting
3. Financial Report
 - a. Receive and File August Financial Statements for Audit
 - b. Approve Expenditures for September
4. Action Items
 - a. Approve Selection of Audit Firm
 - b. Approve Master Agreement for Washington County PTIG Grant Project
 - c. Approve RLF Funding for FX Unlimited dba AirFX/ClimbFX
 - d. Approve Resolution for Official Certification-RLF CARES

- 52 5. Reports
- 53-54 a. Director's Report
- 55-60 b. Economic and Strategic Services Report
- 61-65 c. Community Development and Housing Report
- 66-68 d. Transportation and Transit Report
- 69-71 e. Environmental Services Report

- 72 6. Discussion
- a. Revolving Loan Fund (RLF) Defederalization
- b. State APRA Funds for Housing
- 73-77 c. Organization Goals Update
- d. Board Member Updates

7. Adjourn – Next Meeting: October 28, 2021

MINUTES

East Central Iowa Council of Governments
Board Meeting Video/Conference Call 1:30 pm, August 26, 2021
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
Tony Hocamp-Iowa County Citizen
Vicki Pope-Iowa County Supervisor
Louise From-Mayor of University Heights
Rod Sullivan-Johnson County Supervisor
Derek Lumsden-Jones County Citizen
Jon Zirkelbach-Jones County Supervisor
David Connolly-Linn County Citizen
Adam Griggs-Mayor of Central City
Bethany Sarazin-Mayor of Alburnett
Darrin Gage-Linn County Policy & Administration
Bob Yoder-Washington County Supervisor
Mary Audia-Washington County Citizen

MEMBERS ABSENT

Donna Brooks-Johnson County Citizen
Rod Smith-City of Anamosa
Lauren Whitehead-City of Solon Mayor ProTem
Ben Rogers-Linn County Supervisor

ALTERNATES PRESENT

Brent Oleson for Ben Rogers

OTHERS PRESENT

Rochelle Fuller-Senator Grassley's Office

STAFF PRESENT

Karen Kurt-Executive Director
Gina Peters-Office Manager
Brittany Rempe-Communications Specialist
Robyn Jacobson-Contract Manager
Harrison Freund-Planning Fellow
Alicia Presto-Iowa Waste Exchange/Planner
Mary Rump-Transportation Director
Jennifer Fencl-Environmental Services Director
Brock Grenis-Transit Administrator
Tracey Achenbach-Community Development & Housing Director
Paula Mitchell-Planner/Grant Specialist

1. CALL TO ORDER

The meeting was called to order by Chairperson Zirkelbach at 1:37 p.m.

a. Recognition of Alternates

Brent Oleson for Ben Rogers

b. Public Comments-none

c. Approve Agenda

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

2. APPROVE MINUTES

a. Minutes of July 29, 2021 Executive Committee Meeting

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

3. FINANCIAL REPORT

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

Kurt noted the operating balance has increased due to receipt of annual assessment payments. M/S/C (Gage/Sullivan) to receive and file the July financial statements for audit. All ayes.

b. **Approve Expenditures for August**

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

4. ACTION ITEMS

a. **Approve RLF Funding for Simranjeet LLC dba Haveli Indian Cuisine**

Jacobson said the RLF Committee reviewed the application for Simranjeet LLC dba Haveli Indian Cuisine for furniture, fixtures & equipment. The committee's recommendation is a \$100,636 loan at 0% interest for two years, then 2% interest for 3 years with UCC Lien and personal guarantee for Roshan Lal, owner. Discussion followed.

M/S/C (Sullivan/Heitshusen) to approve the RLF Committee's recommendation to loan Simranjeet LLC dba Haveli Indian Cuisine \$100,636 at 0% interest for two years, then 2% interest for 3 years with UCC Lien and personal guarantee for Roshan Lal, owner. All ayes.

b. **Approve RLF Funding for O's Grill**

Jacobson said the RLF Committee reviewed the application for O's Grill for furniture, fixtures & equipment. The committee's recommendation is a \$90,000 loan at 0% interest for two years, then 2% interest for 3 years with UCC Lien and personal guarantee for Otmane Benjilany and a lien on their food truck for collateral. Discussion followed.

M/S/C (Connolly/Hocamp) to approve the RLF Committee's recommendation to loan O's Grill \$90,000 at 0% interest for two years, then 2% interest for 3 years with UCC Lien and personal guarantee for Otmane Benjilany and a lien on their food truck for collateral. All ayes.

5. REPORTS

a. **Director's Report**

b. **Economic and Strategic Services Report**

Kurt said ECICOG may need to look at staffing due to increased workload with new grant programs. She said three areas of focus right now in addition to traditional planning are CDBG-CV Grants, EDA & Regional Vision Strategy and the American Rescue Plan (ARP). She said invitations for the Envision East Central Iowa Think Tank workshop will be sent out soon, the workshop will be held September 29 at the Hotel Kirkwood. She said plans are in progress in case the event needs to go online. Kurt said due to workload, the ECICOG Bylaws will not be addressed this year but she anticipates work to begin on them in 2022.

c. **Community Development and Housing Report**

Achenbach said the City of Cedar Rapids has donated \$1,000,000 to the PATCH program through the Housing Fund for Linn County. She gave updates on current projects and noted CDBG housing applications were recently submitted for the Cities of Anamosa, Brighton and North Liberty. Kurt said she was notified ECICOG would receive a NADO award for the PATCH Program and it would be highlighted at the national NADO conference in October.

d. **Transportation and Transit Report**

Rump said September 1 would begin a new application cycle for Regional Transportation Funds and an announcement will be sent out next week to the region. She noted a pre-application workshop will be held in October. Rump said Grenis is working with Windstar to renew 380 Express service, this is the 4th year of the 5-year contract. She noted the IDOT supports the program 100%. The Benton County transit facility will hold an open house on September 2, a video will be available on the ECICOG website.

e. **Environmental Services Report**

Fencel said Adam Rodenberg, Middle Cedar Watershed Coordinator, resigned his position on July 1 and she will be assuming his duties for the last year of the contract. She said work on the Johnson County flood buy-outs has begun. She noted the Indian Creek Soil Health Coordinator cover crop project event will be held on September 21, more details will be sent out.

6. DISCUSSION/PRESENTATIONS

a. **CDBG-CV**

Achenbach gave a presentation on the CDBG-CV program and answered questions. A copy of the presentation will be forwarded to the board.

b. **Roundtable on Plans for American Rescue Plan (ARP) Funding**

Kurt opened up discussion to see how cities and counties might utilize ARPA funds. Discussion followed.

c. Board Member Updates - none

7. NEXT MEETING: September 30, 2021

M/S/C (Lumsden/Yoder) to adjourn the meeting at 2:36 p.m. All ayes.

Dave Fish, Secretary

MINUTES

East Central Iowa Council of Governments

Executive Committee Zoom Meeting 3:00 p.m. –September 1, 2021

ECICOG Offices – 700 16th Street NE, Suite 301, Cedar Rapids

MEMBERS PRESENT

Jon Zirkelbach-Jones County Supervisor

Darrin Gage-Linn County Policy & Administration

Dave Fish-Mayor of Belle Plaine

Rod Sullivan-Johnson County Supervisor

MEMBERS ABSENT -none

OTHERS PRESENT-none

STAFF PRESENT

Karen Kurt- Executive Director

Robyn Jacobson-Contract Manager

1. Call to Order

Meeting called to order by Chairperson Zirkelbach at 3:00 p.m.

a. Approve Agenda

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

2. Action Items

a. Approve Resolution for Official Certification – RLF CARES

Jacobson stated the resolution was not included on the agenda for the August meeting. This resolution takes the place of meeting minutes that would delay payment from EDA for loans approved by a month.

M/S/C (Gage/Fish) to approve the Resolution for Official Certification for Simranjeet LLC dba Haveli Indian Cuisine and O's Grill. All ayes.

3. Adjourn – Next Meeting: September 30, 2021

Zirkelbach adjourned the meeting at 3:04 p.m.

Dave Fish, Secretary