



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

Board Meeting Agenda

1:30 pm October 31, 2019
700 16th Street NE, Suite 301
Cedar Rapids, Iowa 52402

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
3. Financial Report
 - a. Approve Financial Statements
 - b. Approve Expenditures
4. Action Items
 - a. Approve combined November/December Meeting & Authorize Executive Committee to Meet
 - b. Approve write-off of Weather Vane Eatery Revolving Loan Fund Loan
 - c. Approve RLF funding for Stratafolio, Inc.
 - d. Approve RLF funding for Elease Daycare, LLC.
5. Reports
 - a. Director's Report
 - b. Community Development Report
 - c. Housing and Revolving Loan Fund Report
 - d. Transportation Report
 - e. Environmental Services Report
6. Discussion/Presentations
 - a. Presentation – Anamosa Main Street
 - b. Board Member Updates
7. Adjourn - Next Meeting: December 5, 2019

MINUTES

East Central Iowa Council of Governments
Board Meeting 1:30 p.m., October 31, 2019
700 16th Street NE, Suite 301, Cedar Rapids, Iowa

MEMBERS PRESENT

Kathleen VanSteenhuysen-Benton County Citizen
Mark Prentice-City of Solon
Jon Zirkelbach-Jones County Supervisor
Rod Sullivan-Johnson County Supervisor
Randy Laubscher-Johnson County Citizen
Sara Buck-Linn County Citizen
Tracy Seeman-Benton County Supervisor
Kevin Heitshusen-Iowa County Supervisor
David Collins-Washington County Citizen
Brent Hinson-City of Washington
Dave Fish-City of Belle Plaine
Bob Yoder-Washington County Supervisor

MEMBERS ABSENT

Les Beck-Linn County Planning & Development
Derek Lumsden-Jones County Citizen
Darrin Gage-Linn County Policy & Administration
Vicki Pope-Iowa County Supervisor
Tony Hocamp-Iowa County Citizen
Don Gray-Mayor of Central City
Jon Green-City of Lone Tree
Ben Rogers-Linn County Supervisor
Vacancy-Jones County

ALTERNATES PRESENT

Brad Ketels-Linn County

OTHERS PRESENT - none

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
Tracey Achenbach-Housing Director
Adam Rodenberg-Middle Cedar Watershed Coordinator

1. CALL TO ORDER

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

a. Recognition of Alternates

Brad Ketels for Les Beck

b. Public Comments -None

c. Approve Agenda

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

2. Approve Minutes

M/S/C (Zirkelbach/Prentice) to approve the minutes of the September 26, 2019 meeting as presented. All ayes.

3. FINANCIAL REPORT

a. Approve Financial Statements

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

b. Approve Expenditures

M/S/C (Buck/Heitshusen) to approve the expenditures as presented. All ayes.

4. ACTION ITEMS

a. Approve combined November/December Meeting & Authorize Executive Committee to Meet

Kurt talked about last year's legislative forum that had limited attendance by audience and legislators and the possibility of holding a similar meeting at a different time or place. Discussion followed on possible format, location and time for an annual event to be held next year. She said staff is recommending the November and December meetings be combined and held on December 5, 2019. The auditor would be invited on December 5 to present the FY19 audit report. She said due to the timing of the December 5 meeting, the executive committee would need to meet in both November and December to approve expenditures.

M/S/C (Sullivan/Yoder) to combine the November and December meetings to meet on December 5 and to allow the Executive Committee to meet as needed. All ayes.

M/S/C (Buck/Laubscher) to not hold the legislative session this year and to wait until next year when there is more time for discussion. All ayes.

b. Approve write-off of Weather Vane Eatery Revolving Loan Fund Loan

Jacobson said the Weather Vane Eatery received a \$40,000 ECICOG RLF loan in November 2017. In December 2018, the restaurant closed its doors and stopped making payments in 2019. The RLF Committee recommends the Board write-off the loan balance of \$34,648.54. Discussion followed.

M/S/C (Heitshusen/Sullivan) to accept the RLF Committee's recommendation to write-off the Weather Vane Eatery loan in the amount of \$34,648.54. All ayes.

c. Approve RLF funding for Stratafolio, Inc.

Jacobson said the RLF Committee reviewed a loan application from Stratafolio, Inc. requesting a \$150,000 loan. The committee recommends a loan of \$150,000 at 6% for 5 years, 2 months interest only. Discussion followed.

M/S/C (Hinson/Heitshusen) to accept the RLF Committee's recommendation to loan Stratafolio, Inc. \$150,000 at 6% for 5 years, 2 months interest only. Buck asked what the UCC Lien was and Jacobson said it was used to secure the assets. Laubscher asked if they would be securing a building and Jacobson noted they would. All ayes.

d. Approve RLF funding for Elesee Daycare, LLC.

Jacobson said the RLF Committee reviewed a loan application from Elesee Daycare LLC requesting a \$39,571 loan. The committee recommends a loan of \$39,571 at 6% for 5 years, 3 months interest only. Discussion followed.

M/S/C (Heitshusen/Buck) to accept the RLF Committee's recommendation to loan Elesee Daycare LLC \$39,571 at 6% for 5 years, 3 months interest only. All ayes

5. REPORTS

a. Director's Report

Kurt gave an overview of the ICOG annual training and the NADO Conference she attended. She has visited Jones and Washington Counties to meet with board members and will continue to make her way around the region.

b. Community Development Report

Sands gave an update on current projects and noted the City of Central City contacted him for assistance with a comprehensive plan.

c. Housing Report

Achenbach gave an update on current projects. She gave an update on the ICOG Homes for Iowa Program and passed around a map and brochure. Discussion followed. She said ECICOG has committed to placing one home in the region.

d. Transportation Report

Rump said on November 14 the Metro Economic Alliance will be recognizing the 380 Express at “Good Morning, Cedar Rapids!”

e. Environmental Services Report

Fencl gave an update on watershed projects. She said the November 1 Middle Cedar WMA financial workshop has been postponed.

6. DISCUSSION/PRESENTATIONS

a. Presentation – Anamosa Main Street

Sands made a presentation on the downtown revitalization CDBG grant program and the City of Anamosa Main Street project. Discussion followed.

b. Board Member Updates

Various topics were discussed.

8.0 NEXT MEETING: December 5, 2019

Van Steenhuyse asked board members to contact her if they were willing to serve on the nominating committee to present a slate of officers at the January meeting.

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

Don Gray, Secretary