



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

Executive Committee Meeting Agenda Conference Call

1:30 pm December 29, 2020
700 16th Street NE, Suite 301
Cedar Rapids, Iowa 52402

Based on COVID-19 directives from Linn County Public Health and the State of Iowa to limit the size of group gatherings, the East Central Iowa Council of Governments (ECICOG) September Board Meeting will be held online as authorized under Iowa Code Section 21.8. **You can join the meeting by calling +1 312 626 6799 US (Chicago) and use the Meeting ID: 929 1423 3680. Board members will receive a Zoom meeting invitation with a web link to join the meeting using their computer's video and audio.**

Members of the public can participate during the meeting, but only during the public comment portions of the agenda.

Board members 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. Approve Minutes of December 3, 2020 Meeting
3. Financial Report
 - a. Receive and File November Financial Statements for Audit
 - b. Approve Expenditures for December
4. Action Item
 - a. Consider Approval of FY 21 Title VI Program
 - b. Approve RLF Funding for BDC Group
5. Discussion/Presentations
 - a. Committee Member Updates
6. Adjourn - Next Meeting: January 28, 2021

MINUTES

East Central Iowa Council of Governments

Executive Committee Zoom Meeting 1:30 p.m. –December 29, 2020

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

MEMBERS PRESENT

Vicki Pope-Iowa County Supervisor

Don Gray-Mayor of Central City

Kathleen VanSteenhuysen-Benton County Citizen

Jon Zirkelbach-Jones County Supervisor

MEMBERS ABSENT

Brent Hinson-City of Washington

OTHERS PRESENT-none**STAFF PRESENT**

Karen Kurt- Executive Director

Gina Peters-Executive Assistant

Robyn Jacobson-Contract Manager

Mary Rump-Transportation Director

1. Call to Order

Meeting called to order by Vice-Chairperson Gray at 1:33 p.m.

a. Approve Agenda

M/S/C (Pope/Van Steenhuyse) to approve the agenda as presented. All ayes.

2. Approve Minutes of December 3, 2020 Meeting

M/S/C (Pope/Van Steenhuyse) to approve the minutes from the December 3, 2020 meeting. All ayes.

3. Financial Report**a. Receive and File November Financial Statements for Audit**

M/S/C (Pope/Zirkelbach) to receive and file the November financial statements for audit. All ayes.

b. Approve Expenditures for December

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

4. Action Items**a. Consider Approval of FY 21 Title VI Program**

Rump said each year ECICOG, as the designated regional transit system, must submit an update Title VI program to ensure compliance with federal non-discrimination policies. The only update to the plan is to add Brittany Rempe, the new communications specialist, as ECICOG's Title VI contact. An adopting resolution was included in the packet.

M/S/C (Pope/Zirkelbach) to authorize the Chair to sign the adopting resolution. All ayes.

b. Approve RLF Funding for BDC Group

Jacobson said the RLF Committee reviewed an application for BDC Group Inc. The committee's recommendation \$105,000 at 0% interest for 2 years, then 2% for 3 years. There will be a UCC lien and personal guaranty for collateral.

M/S/C (Van Steenhuyse/Pope) to approve the RLF Committee's recommendation to fund BDC Group's loan of \$105,000 at 0% interest for 2 years, then 2% for 3 years. There will be a UCC lien and personal guaranty for collateral. All ayes.

5. Discussion/Presentations**a. Committee Member Updates**

Van Steenhuyse said she attended a Benton County Board of Supervisors meeting where Tracey Achenbach, ECICOG's Housing and Community Development Director, made a presentation and wanted it noted that she did a great job presenting.

6. Adjourn – Next Meeting: January 28, 2021

M/S/C (Pope/Zirkelbach) to adjourn the meeting at 1:44 p.m.

Jon Zirkelbach, Secretary