



EAST CENTRAL IOWA  
COUNCIL OF GOVERNMENTS  
YOUR REGIONAL PLANNING AGENCY

## Board Meeting Agenda

December 2, 2021

1:30 pm Regular Meeting

### East Central Iowa Council of Governments

700 16<sup>th</sup> Street NE, Suite 301  
Cedar Rapids, Iowa

The East Central Iowa Council of Governments (ECICOG) 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

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- 1-2 1. Call to Order
  - a. Recognition of Alternates
  - b. Public Comments
    - o General Public
    - o Legislators or Legislative Staff
  - c. Approve Agenda
  
- 3-4 2. Approve Minutes
  - a. Minutes of October 28, 2021 Board Meeting
  
- 5-16 3. Financial Report
  - a. Receive and File October Financial Statements for Audit
  - b. Approve Expenditures for November
  - c. Approve FY 2021 Audit Report
  
- 17-19 4. Action Items
  - a. Approve Assessment Methodology Based on New Census
  
- 20 5. Reports
- 21-22 a. Director's Report
- 23-28 b. Economic and Strategic Services Report

- 29-33 c. Community Development and Housing Report
- 34-36 d. Transportation and Transit Report
- 37-39 e. Environmental Services Report

- 40 6. Discussion/Presentation
  - a. Presentation: Iowa Waste Exchange Program
  - b. Budget Schedule
  - c. Board Member Updates

7. Adjourn – Next Meeting: December 29, 2021 (Executive Committee)

**MINUTES**

East Central Iowa Council of Governments  
Board Meeting Video/Conference Call 1:30 pm, October 28, 2021  
700 16<sup>th</sup> 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*  
*Vicki Pope-Iowa County Supervisor*  
*Louise From-Mayor of University Heights*  
*Rod Sullivan-Johnson County Supervisor*  
*Rod Smith-City of Anamosa*  
*Derek Lumsden-Jones County Citizen*  
*Jon Zirkelbach-Jones County Supervisor*  
*David Connolly-Linn County Citizen*  
*Adam Griggs-Mayor of Central City*  
*Darrin Gage-Linn County Policy & Administration*  
*Bob Yoder-Washington County Supervisor*  
*Mary Audia-Washington County Citizen*

**MEMBERS ABSENT**

*Tony Hocamp-Iowa County Citizen*  
*Bethany Sarazin-Mayor of Alburnett*  
*Donna Brooks-Johnson County Citizen*  
*Lauren Whitehead-City of Solon Mayor ProTem*  
*Ben Rogers-Linn County Supervisor*

**ALTERNATES PRESENT**

*Cami Rasmussen, Solon City Administrator for Lauren Whitehead*

**OTHERS PRESENT**

*Rochelle Fuller-Senator Grassley's Office*

**STAFF PRESENT**

*Karen Kurt-Executive Director*  
*Gina Peters-Office Manager*  
*Robyn Jacobson-Contract Manager*  
*Brittany Rempe-Communications Specialist*  
*Jennifer Fencl-Environmental Services Director*  
*Brock Grenis-Transit Administrator*  
*Mark Culver-Housing Specialist*  
*Alicia Presto-Planner/Iowa Waste Exchange*  
*Harrison Freund-Planning Fellow*

**1. CALL TO ORDER**

The meeting was called to order by Chairperson Zirkelbach at 1:31 p.m.

**a. Recognition of Alternates**

Cami Rasmussen for Lauren Whitehead.

**b. Public Comments - None**

**c. Approve Agenda**

M/S/C (Griggs/Audia) to approve the agenda as presented. All ayes.

**2. APPROVE MINUTES**

**a. Minutes of September 30, 2021 Board Meeting**

M/S/C (Lumsden/Yoder) to approve the minutes of the September 30, 2021 board meeting as presented. All ayes.

### 3. **FINANCIAL REPORT**

- a. **Receive and File September Financial Statements for Audit**
- b. **Approve Expenditures for October**

Kurt said there was not much change to the operating balance at the end of October. She noted the US Bank contract has changed for the copier and will be a less amount each month. A new service agreement is being negotiated.

M/S/C (Gage/Griggs) to receive and file the September financial statements for audit and to approve the expenditures for October. All ayes.

### 4. **ACTION ITEMS**

- a. **Consider Combining November and December Board Meetings**

Kurt said ECICOG's regularly scheduled board meetings in November and December fall on Thanksgiving and New Year's Eve. She recommends the board meetings be combined and held on December 2 at 1:30 pm and an executive committee meeting be added for Wednesday, December 29 at 1:30 pm.

M/S/C (Heitshusen/Sullivan) to combine the November and December board meetings to be held at 1:30 December 2 and authorize the executive committee to meet to approve expenditures and matters related to the RLF on December 29 at 1:30 pm. All ayes.

- b. **Approve Resolution Requesting Defederalization of Legacy RLF Program**

Jacobson said legislation enacted allows the Economic Development Administration (EDA) the ability to defederalize many of their Revolving Loan Funds (RLFs) The ECICOG RLF Committee has recommended that ECICOG request defederalization of the ECICOG legacy RLF program. Jacobson noted discussion was held at last month's board meeting and she has not received any comments or objections. A resolution was included on page 20 of the packet.

M/S/C (Gage/Lumsden) to authorize the Chair to sign the resolution to approve defederalization of ECICOG's legacy RLF program and give the Executive Director authorization to request this release from EDA. All ayes.

### 5. **REPORTS**

- a. **Director's Report**

Kurt said the agency audit has begun and will be presented at the December 2 meeting. She has been working on health and dental insurance renewals for the upcoming year. She also has been working on fixing the sound in the small conference room; Kurt noted fabric chairs may be purchased to help soften the space. She said she would be participating virtually in an EDA Peer Review next week.

- b. **Economic and Strategic Services Report - none**

- c. **Community Development and Housing Report**

Culver said the CDBG housing awards should be announced in a couple of weeks. He gave an overview of the Palo Rehab Housing Program.

- d. **Transportation and Transit Report**

Grenis said Rump has been reviewing the STBG and TAP applications. He gave an update on 380 Express ridership and the Washington County PTIG project.

- e. **Environmental Services Report**

Fencl gave an update on watershed projects.

### 6. **DISCUSSION/PRESENTATIONS**

- a. **Presentation: Envision East Central Iowa Update**

Kurt gave a presentation and update on Envision East Central Iowa. She noted a draft plan should be available by the beginning of the year. Discussion followed on the process.

- b. **ECICOG Role in Economic Development**

Kurt reviewed options related to ECICOG's role in economic development and asked for Board input. Board members did not express concerns with respect to the direction ECICOG was heading.

- c. **Board Member Updates - None**

### 7. **NEXT MEETING: December 2, 2021**

M/S/C (Lumsden/Griggs) to adjourn the meeting at 2:27 p.m. All ayes.