MEMORANDUM

DATE: March 21, 2019
TO: ECICOG Board of Directors
FROM: Doug Elliott, Executive Director
SUBJECT: Next Meeting - Thursday, March 28, 2019

The ECICOG Board of Directors will meet on Thursday, March 28, 2019, at 1:30 p.m., at the ECICOG offices. **Orientation for new board members will be available at 1:00 p.m.** The Transportation Policy Committee will meet in March, and materials are enclosed. An agenda for the ECICOG meeting and minutes of the February 28th meeting are enclosed. Other items are highlighted below:

**Item 1.4 Public Hearing:** The board will hold a public hearing for the regional Consolidated Transit Application for CorridorRides.

**Item 3.0 Routine Matters:** Financial statements for the month of February are enclosed.

**Item 4.1 Director’s Report:** My written report is enclosed.

**Items 4.2, 4.3, & 4.5 Community Development, Housing, & Environmental Services:** Staff reports are enclosed.

**Item 4.4 Transportation Report:** A staff report is enclosed, which requests that the board consider an authorizing resolution for the Consolidated Transit Application and requests for submitting Public Transit Infrastructure Grant requests on behalf of Benton County and Washington County MiniBus.

**Item 4.6 Program Spotlight:** Staff will present information on ten years of ECICOG services and activities in Linn County.

**Item 5.0 Strategic Decision – Making Considerations:** Carl Lingen, Executive Director of the Iowa Association of Councils of Governments (ICOG) will be present to update the board and seek further input on the executive director search process.

**Item 6.1 Revolving Loan Fund Committee:** The Committee will meet on March 25, and any recommendations for your consideration will be presented at the board meeting.

Please review the remainder of the enclosed materials, and contact us if you have questions before the meeting on the 28th.

Enclosures
1.0 CALL TO ORDER
   .1 Recognition of Alternates
   .2 Public Discussion
2   .3 Approval of Agenda
3   .4 Public Hearing: Consolidated Transit Application
4-10
2.0 RPA POLICY COMMITTEE

3.0 ROUTINE MATTERS
   11-13 .1 Approval of Minutes (February 28, 2019)
   14-19 .2 Budget Reports/Balance Sheet

4.0 AGENCY REPORTS
   20   .1 Director’s Report
   21-22 .2 Community Development Report
   23-25 .3 Housing Report
   26-31 .4 Transportation Report
      ➢ Consider Consolidated Transit Application
      ➢ Consider Public Transit Infrastructure Grant Applications
   32   .5 Environmental Services Report
   36   .6 Program Spotlight: Services to Linn County

5.0 STRATEGIC DECISION-MAKING CONSIDERATIONS
      ➢ Consider Actions on the Executive Director Search Process

6.0 COMMITTEE REPORTS
   33-34 .1 Revolving Loan Fund Committee
      ➢ Committee Recommendations

7.0 OLD BUSINESS
   .1 Approval of Expenditures

8.0 NEW BUSINESS
   .1 Board Member Reports

9.0 NEXT MEETING: April 25, 2019

ECICOG is the Region 10 planning agency serving local governments in the counties of Benton, Iowa, Johnson, Jones, Linn, and Washington.
NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held by the East Central Iowa Council of Governments (ECICOG) Board of Directors at 1:30 p.m. Thursday, March 28th, 2019 at the ECICOG offices at 700 16th Street NE, Suite 301, Cedar Rapids, Iowa 52402. The purpose of this hearing is to solicit citizen input regarding the FY 2020 Consolidated Transit Application. The Region 10 transit planning area includes the counties of Benton, Iowa, Johnson, Jones, Linn, and Washington.

This hearing will discuss an application from the East Central Iowa Council of Governments (ECICOG) to the Iowa Department of Transportation for financial assistance for FY 2020 transit operating and capital needs. ECICOG will request federal and state transit assistance amounting to approximately $788,543 and $518,509 respectively for the support of day-to-day operations for Corridor Rides Transit, which consists of the following public transit providers: Benton County Transportation, Iowa County Transportation, Johnson County SEATS, Jones County JETS, Linn County LIFTS, Washington County Mini Bus, 380Express and CorridorRides vanpool. ECICOG will also request federal transit assistance to support the following planned capital equipment activities (cost estimates per unit are noted):

- Replace 10 minivans ($55,000)
- Replace 5 light-duty buses with 138” wheelbase ($87,000)
- Replace 7 light-duty buses with 158” wheelbase ($89,100)
- Replace 14 light-duty buses with 176” wheelbase (3 diesel $102,500; 11 gas @ $94,500)
- Replace 5 Medium Duty diesel bus with 33’ wheelbase ($186,000)

The total estimated cost of these capital purchases is $3,108,560. If approved, federal funds will be matched with local financing on an 85% federal - 15% local basis. These projects will not have significant detrimental environmental effects on the area and no persons or businesses will be displaced by these activities. The transit projects are in conformance with the Region 10 FY 2020-2023 TIP.

Any interested person or agency is invited to attend this hearing and speak for or against these projects. Written comments will be accepted by ECICOG through the date and time of the public hearing specified above. For additional information, contact Brock Grenis at 700 16th Street NE, Suite 301, Cedar Rapids, Iowa 52402; telephone (319) 365-994; or email brock.grenis@ecicog.org
The following pages are the meeting materials for the Policy Committee. Current Policy Committee members include:

**Benton County**
Mitch McDonough Urbana Mayor  
Tracy Seeman, Benton County Supervisor  
Alternate: Rick Primmer, Benton County Supervisor

**Cedar County**
Brad Gaul, Cedar County Supervisor  
Rob Fangmann, Cedar County Engineer  
Alternates: Any Cedar County Supervisor

**Iowa County**
Kevin Heitshusen, Iowa County Supervisor  
Vicki Pope, Iowa County Supervisor  
Alternates: none

**Johnson County**
Rod Sullivan, Johnson County Supervisor  
Tom Brase, Johnson County SEATS Director  
Alternates: Any Johnson County Supervisor

**Jones County**
Jon Zirkelbach, Jones County Supervisor  
Doug Herman, Monticello City Administrator  
Alternates: Any Jones County Supervisor

**Linn County**
Les Beck, Director Linn Planning and Development  
Darrin Gage, Director Linn Policy and Administration  
Alternates: Any Linn County Supervisor and Don Gray, Central City Mayor

**Washington County**
Bob Yoder, Washington County Supervisor  
Brent Hinson, Washington City Administrator  
Alternates: Abe Miller, Washington County Board of Supervisor and Jacob Thorius, Washington County Engineer
MEMORANDUM

Date: March 21, 2019

To: Region 10 Transportation Policy Committee and Alternates

From: Mary Rump, Transportation Director

Re: Next Policy Committee Meeting – March 28, 2019 @ 1:30 pm

The agenda for the March 28th Policy Committee meeting is attached. Some agenda items have been highlighted below.

Item 3.1 Election of Officers: The current officers include Bob Yoder-chairperson, Tom Brase – vice chairperson, and Todd Wiley-secretary. Both Yoder and Brase are eligible to serve a second term and but Wiley is no longer on the committee and will need to be replaced. The nominating committee will present their recommendation at the meeting.

Item 3.2 FY 2019-2022 TIP Amendments: In January comments were requested regarding the three amendments noted below. Since no opposition was noted, the project changes were noted in TPMS. The committee is now being asked to take formal action. The three amendments included:

- Johnson County Secondary Roads currently has a project on County Road W60 that is programmed in fiscal year 2020 with regional STBG funds. They would like to move the project into FY 2019, and also take advantage of a new statewide option to use state funds rather than federal funds for the project.

- Johnson County Conservation would like to use a balance of federal trail funding from their Hoover Trail Phase 2 project to fund a portion of Phase 3. Iowa DOT programs and administers these funds, and has encouraged the conservation staff to seek the amendment.

- City of Center Point was awarded bridge funding from Iowa DOT for the Vine Street bridge replacement over Apple Creek. To be eligible for these funds, the project must be noted in the TIP.

Item 3.3 Consider Recommendations for FY 2020-2023 Application: The TTAC met in March to review the new STBG applications and the funding recommendations from the respective boards of supervisors. A spreadsheet of the applications, county targets and recommendations is included in the packets. The committee will be asked to consider the recommendation to fund four of the five applications submitted. Doing so will place them in the draft TIP, which will provide an opportunity for public input before becoming finalized.

The RTAC met in January to review new TAP applications. Four applications were submitted and the committee is recommending that available funding be split between the four projects. The committee will be asked to consider the recommendation to fund the four projects. Doing so will place them in the draft TIP, which will provide an opportunity for public input before becoming finalized.
Item 3.4 Discuss TTAC's Interest to Pursue Revised Process: Historically, the region has "targeted" STBG funding to each county in the region and to each city with a population greater than 5,000. While it was possible to accumulate targeted funds over multiple years to complete larger projects, applicants weren't able to borrow funding ahead. The result has been large regional funding balances, and the staging of very large projects to meet available funding targets. With the committee's support, the TTAC would like to work over the next six months to develop a process to allow borrowing ahead, if funding is available.

If you have any questions about the materials enclosed, please give us a call. We look forward to seeing you on March 28th.

Enclosures
Region 10 Transportation  
Policy Committee Meeting  
Thursday, March 28, 2019  
1:30 pm  
ECICOG Conference Room  
700 16th Street NE  
Cedar Rapids, Iowa

AGENDA

1.0 Call to Order

2.0 Routine Matters
   5 .1 Approval of agenda
   6-7 .2 Approval of minutes
        .3 Public comments

3.0 New Business
   .1 Election of Officers
   8 .2 Consider FY 2019-2022 TIP Amendments
       -consider approval of amendments
       .3 Review Recommendations for FY 2020-2023 Applications
           -consider TTAC recommendation regarding STBG applications
           -consider RTAC recommendation regarding TAP applications
       .4 Discuss TTAC’s Interest to Pursue Revised Process

4.0 Old Business
   .1 Update on Express Bus Service

5.0 Adjournment and Set Next Meeting Date – June 27, 2018 @ 1:30 pm.

*Public input is permitted on any agenda item during discussion of the item. Please indicate to the Chair if you wish to comment.
Region 10
Policy Committee Meeting
Thursday, June 28, 2018
Jones County JETS
814 John Drive
Monticello, Iowa

The following members participated:
Todd Wiley, Benton County
Jon Zirkelbach, Jones County
Bob Yoder, Washington County
Brad Gaul, Cedar County
Brent Hinson, Washington County
Rob Fangmann, Cedar County
John Harris, Linn County
Vicki Pope, Iowa County
Tom Brase, Johnson County

Members Absent:
Kevin Heitshusen, Iowa County
Ben Rogers, Linn County
Mike Carberry, Johnson County
Mitch McDonough, Benton County
Doug Herman, Jones County

Alternates participating:
Don Gray, Linn County

Staff present:
Mary Rump

Others participating:
Kathleen VanSteenhuysen-Benton County Citizen
Darrin Gage-Linn County Citizen
Doug Elliott-Executive Director
Gina Peters-Executive Assistant
Tom Gruis-Planner
Alicia Presto-Planner
Chad Sands-Housing & Community Development Director
Brock Grenis-Transit Administrator
Robyn Jacobson-Contract Administrator
Mark Culver-Housing Specialist

1.0 Call to Order
Chairperson Yoder called the meeting to order at 1:33 PM.

2.0 Routine Matters
   .1 Approval of Agenda
   M/S/C (Wiley, Hinson) to approve agenda. All ayes.
   .2 Approval of Minutes
   M/S/C (Pope, Fangmann) to approve the minutes. All ayes.
   .3 Public Comment
       none

3.0 New Business
   .1 Public Hearing for FY 2019-2022 Transportation Improvement Program (TIP)
M/S/C (Fangmann, Brase) to open the public hearing at 1:34 pm. All ayes
Rump reminded the committee that the four-year program is prepared each year to summarize regional projects that will be accomplished with federal transportation funds. She noted that no comments were received during the public review process.
M/S/C (Hinson, Fangmann) to close the public hearing at 1:40 pm. All ayes.
.2 FY 2019-2022 TIP
M/S/C (Gaul, Hinson) to approve the TIP and authorize the Chair to sign the adopting resolution. All ayes.
.3 FY 2018 TIP Amendment
Rump reminded the committee that she sent an email to members in May indicating that Johnson County Conservation wanted to add an additional trail segment to their Hoover Trail project between Ely and Solon. They were previously awarded Federal Rec Trail funds from Iowa DOT to complete phase 2 and have been told that left over funds from this phase can be transferred to phase 3, if the amendment is approved. Although there were a few questions in response to the email, no committee members indicated opposition, and the change was noted in the statewide database. The committee is now asked to formally approve the amendment.
M/S/C (Hinson, Harris) to approve the amendment. All ayes.

4.0 Old Business
.1 Update Express Bus Service
Rump indicated that three proposals were received, and vendors will be interviewed on July 17, 2018.

5.0 Adjournment
M/S/C (Wiley, Pope) to adjourn the meeting at 1:43 PM, and set the next meeting for August 30, 2018.
## STBG Applications

<table>
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<tr>
<th>Applicant</th>
<th>Project Name</th>
<th>Total Cost</th>
<th>FY 2020</th>
<th>FY 2021</th>
<th>FY 2022</th>
<th>FY 2023</th>
<th>County Funding Recommendation</th>
<th>Allocation</th>
<th>Balance</th>
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<td>City of Van Home</td>
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<td>Johnson County***</td>
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<td>$694,523.00</td>
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*May move $1,600,000 previously awarded to old Hwy 218 and borrow forward $700,000
** $1,100,000 previously awarded to this project
*** $1,935,477 was previously programmed for this project

## TAP Applications

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Name</th>
<th>Total Cost</th>
<th>FY 2020</th>
<th>FY 2021</th>
<th>FY 2022</th>
<th>FY 2023</th>
<th>RTAC Funding**** Recommendation</th>
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<td>Wapsipinicon Trail phase 2</td>
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**** The recommendation represents 76.65% of what each applicant requested
MINUTES
East Central Iowa Council of Governments
Board Meeting 1:30 p.m., February 28, 2019
700 16th Street NE, Suite 301, Cedar Rapids, Iowa

MEMBERS PRESENT
Kathleen VanSteenhuyse-Benton County Citizen
Les Beck-Linn County Planning & Development
Jon Zirkelbach-Jones County Supervisor
Dave Fish-City of Belle Plaine
Brent Hinson-City of Washington
Tony Hocamp-Iowa County Citizen
Darrin Gage-Linn County Citizen
Randy Laubscher-Johnson County Citizen
David Collins-Washington County Citizen
Sara Buck-City of Cedar Rapids
Tracy Seeman-Benton County Supervisor
Bob Yoder-Washington County Supervisor
Rod Sullivan-Johnson County Supervisor
Derek Lumsden-Jones County Citizen
Kevin Heitshusen-Iowa County Supervisor
Vicki Pope-Iowa County Supervisor
Don Gray-Mayor of Central City
Ben Rogers-Linn County Supervisor
Ruby Dickey-City of Lone Tree
Betty Weimer-City of Anamosa

MEMBERS ABSENT
Mark Prentice-City of Solon

ALTERNATES PRESENT
Cami Rasmussen-City of Solon

OTHERS PRESENT
Rochelle Fuller-Senator Grassley’s Office
Gary Bierschenk-Benton County Supervisor

STAFF PRESENT
Mary Rump-Transportation Director
Gina Peters-Executive Assistant
Brock Grenis-Transit Administrator
Chad Sands-Community Development Director
Kendra Abel-Grant Writer
Tracey Achenbach-Housing Director
Mark Culver-Housing Specialist
Jennifer Fencel-Environmental Services Director
John Bruce-Iowa Waste Exchange
Tom Griss-Planner

1.0 CALL TO ORDER
The meeting was called to order by Chairperson Van Steenhuyse at 1:32 p.m.

1.1 Recognition of Alternates
Cami Rasmussen for Mark Prentice.
Everyone introduced themselves for the benefit of new members.

1.2 Public Discussion -None

1.3 Approval of Agenda
M/S/C (Yoder/Rogers) to approve the agenda as presented. All ayes.

2.0 ROUTINE MATTERS

2.1 Approval of Executive Committee Meeting Minutes
M/S/C (Gray/Yoder) to approve the executive committee minutes of the December 21, 2018 and January 31, 2019 meetings as presented. All ayes.
(Weimer joined the meeting at this time.)
.2 Budget Reports/Balance Sheets
Rump gave an overview of the December and January financial statements.
M/S/C (Heitshusen/Buck) to receive and file the December and January financial statements for audit. All ayes.

3.0 AGENCY REPORTS
.1 Director’s Report
Rump noted a depository resolution was included on page 22 of the packet.
M/S/C (Rogers/Lumsden) to approve the depository resolution. All ayes.

.2 Community Development Report
Sands introduced himself and his department. He said he and Grenis have been working with the Linn and
Johnson County MPOs to update census block tracts. He said more information would be provided next month.

.3 Housing Report
Achenbach introduced herself and her department. She gave an update on the recent FHLB awards and housing
trust fund awards.

.4 Transportation Report
Rump introduced herself and her department. She noted every year ECICOG must submit a Consolidated
Transit Application to the IDOT for state and federal operating assistance and programmed capital purchases.
M/S/C (Gage/Hinson) to set a public hearing for the Consolidated Transit Application for March 28, 2019 at
1:30 p.m. All ayes.

.5 Environmental Services Report
Fencel introduced herself and her department. She gave an update on watershed management projects.
Van Steenhuyse took a 5 minute break to allow Elliott to join the meeting via Skype.
Fuller from Senator Grassley’s office gave an update.

4.0 STRATEGIC DECISION-MAKING CONSIDERATIONS
Van Steenhuyse noted everyone should have received a copy of the June 30 letter of retirement submitted by
Elliott. Handouts included a strategic compensation analysis, executive director job description, ICOG
executive director salary survey and a proposal from ICOG to assist with the executive director search.
Elliott reviewed each handout and discussion followed. It was consensus to use ICOG for the executive director
search and to begin the process as soon as possible. Discussion was held on updating the executive director job
description. Elliott stated he would talk to ICOG about the update.
M/S/C (Gage/Weimer) to approve the scope of work as presented by ICOG. All ayes.
Discussion was held on amending the budget – it was decided not to amend at this time.
Van Steenhuyse said she would leave this item on the agenda for future discussion.

5.0 COMMITTEE REPORTS
.1 Nominating Committee
Zirkelbach said the nominating committee consisted of Gage, Hocamp and himself. He noted he was appointed
the Chair of the Personnel Committee and Pope was appointed the Chair of the Budget Committee. The slate of
officers is: Chair – Kathleen Van Steenhuyse, Vice-Chairperson – Brent Hinson and Secretary/Treasurer- Don
Gray. He asked the slate of officers to introduce themselves.
M/S/C (Weimer/Sullivan) to approve the slate of officers as presented. All ayes.

.2 Personnel Committee
Gray noted the executive director review was positive. Discussion was held on how to get better participation in
the review process.

.3 Budget Committee
Pope said the Budget Committee met and presents the FY2020 budget document for approval. Elliott gave an
overview of the document and noted 90% of the operating revenues are already under contract. Heitshusen
asked about the increase in solid waste assessment in Iowa County. Fencel explained the assessment used to be
calculated on a per-capita basis and now it is calculated on a fee for service. She has met with each solid waste
commission and they have all approved this change.
M/S/C (Yoder/Hinson) to approve the FY2020 budget as presented. All ayes.

.4 Revolving Loan Fund Review Committee
Rump gave an overview of the loan review committee for the benefit of new members. She noted on page 30 of
the packet was a resume from Mark Nolte who would be willing to fill the position left vacant when Ed Raber
moved. Discussion followed.
M/S/C (Hinson/Gage) to appoint Mark Nolte to the Revolving Loan Fund Review Committee. All ayes.

.5 Solid Waste Technical Advisory Committee—minutes only
6.0 PROGRAM SPOTLIGHT- SERVICES TO LINN COUNTY
Due to the time, this item will be deferred to the March meeting.

7.0 OLD BUSINESS
   .1 Approval of Expenditures
M/S/C (Gray/Yoder) to approve the list of expenditures as presented. All ayes.

8.0 NEW BUSINESS
   .1 Committee Appointments
Van Steenhuyse referred to page 35, a list of standing committees for 2019.
   .2 Legislative Priorities - none

9.0 NEXT MEETING: March 29, 2019
Van Steenhuyse adjourned the meeting at 3:17 p.m. All ayes.

Don Gray, Secretary
# EAST CENTRAL IA COUNCIL OF GOVERNMENTS

## Balance Sheet

As of February 28, 2019

### Assets

#### Current Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb 28, 19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking/Savings</td>
<td>1,731,215.28</td>
</tr>
<tr>
<td>1125 - CHECKING ACCOUNT</td>
<td>439,920.40</td>
</tr>
<tr>
<td>1225 - TRANSIT ACCOUNT</td>
<td>62,334.95</td>
</tr>
<tr>
<td>1235 - 380 EXPRESS BUS</td>
<td>11,448.79</td>
</tr>
<tr>
<td>1246 - HOUSING ACCOUNT</td>
<td>25,645.41</td>
</tr>
<tr>
<td>1256 - ECICOG RLF ACCOUNT</td>
<td>1,085,935.01</td>
</tr>
<tr>
<td>1268 - EDA</td>
<td>105.78</td>
</tr>
<tr>
<td>1270 - CEDAR RAPIDS RLF ACCOUNT</td>
<td>71,475.13</td>
</tr>
<tr>
<td>1272 - MARION RLF ACCOUNT</td>
<td>34,295.81</td>
</tr>
<tr>
<td>1274 - MED QUARTER RLF</td>
<td>50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>96,716.17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable</td>
<td></td>
</tr>
<tr>
<td>1500 - ACCOUNTS RECEIVABLE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>96,716.17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Current Assets</td>
<td></td>
</tr>
<tr>
<td>1400 - PREPAID EXPENSES</td>
<td>14,701.97</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>14,701.97</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Other Current Assets</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>1,842,633.42</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Current Assets</td>
<td></td>
</tr>
</tbody>
</table>

#### Fixed Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>4,958,270.25</th>
</tr>
</thead>
<tbody>
<tr>
<td>1610 - TRANSPORTATION EQUIP</td>
<td></td>
</tr>
<tr>
<td>1615 - AID TRANSPORTATION EQUIP</td>
<td>(3,622,509.33)</td>
</tr>
<tr>
<td>1620 - FURNITURE &amp; FIXTURES</td>
<td>91,955.06</td>
</tr>
<tr>
<td>1625 - AID FURNITURE &amp; FIXTURES</td>
<td>(82,206.61)</td>
</tr>
<tr>
<td>1630 - LEASEHOLD IMPROVEMENTS</td>
<td>42,824.14</td>
</tr>
<tr>
<td>1635 - AID LEASEHOLD IMPROVEMENTS</td>
<td>(42,624.14)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>1,364,819.37</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fixed Assets</td>
<td></td>
</tr>
</tbody>
</table>

#### Other Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>29,866.08</th>
</tr>
</thead>
<tbody>
<tr>
<td>1680 - ECICOG RLF LOANS</td>
<td></td>
</tr>
<tr>
<td>1700 - SOYAWAX INTERNATIONAL INC.</td>
<td></td>
</tr>
<tr>
<td>1733 - MOBILE DEMAND LC - 3</td>
<td>17,507.66</td>
</tr>
<tr>
<td>1734 - MOBILE DEMAND LC - 5</td>
<td>5,282.80</td>
</tr>
<tr>
<td>1737 - GEOMETRIC, LC 2</td>
<td>178,213.45</td>
</tr>
<tr>
<td>1738 - GEOMETRIC, LC 3</td>
<td>72,066.34</td>
</tr>
<tr>
<td>1747 - INTECONNECT, INC - 2</td>
<td>93,996.78</td>
</tr>
<tr>
<td>1764 - FASTEK INTERNATIONAL LTD</td>
<td>29,804.66</td>
</tr>
<tr>
<td>1758 - HAPPLES GOURMET FOODS, LLC</td>
<td>96,020.22</td>
</tr>
<tr>
<td>1761 - BREWHEMIA, LLC - 2</td>
<td>2,734.78</td>
</tr>
<tr>
<td>1780 - PRESS CAFE, LLC</td>
<td>70,330.78</td>
</tr>
<tr>
<td>1795 - PRO AG SERVICES 3</td>
<td>452,768.06</td>
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<tr>
<td>1804 - ICONNECT</td>
<td>106,025.07</td>
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<tr>
<td>1808 - SAUCE PRODUCTIONS INC.</td>
<td>20,662.18</td>
</tr>
<tr>
<td>1812 - ACCENTZ, LLC dba LIONNE DESIGNS</td>
<td>29,641.56</td>
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<tr>
<td>1822 - REVOLUTION REALTY TEAM 2</td>
<td>89,800.49</td>
</tr>
<tr>
<td>1827 - SIMRAN JEET LLC dba HAVELI</td>
<td>36,762.16</td>
</tr>
<tr>
<td>1830 - ABL GROUP, dba LOST AND FOUND</td>
<td>57,097.49</td>
</tr>
<tr>
<td>1835 - ECO LIPS, INC.</td>
<td>160,321.24</td>
</tr>
<tr>
<td>1839 - UPTOWN SNUG, LLC</td>
<td>37,197.55</td>
</tr>
<tr>
<td>1845 - DIAMOND LEAF JEWELERS</td>
<td>16,755.51</td>
</tr>
<tr>
<td>1850 - AES CORPORATION</td>
<td>118,132.81</td>
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<tr>
<td>1855 - ZERO ENERGY SYSTEMS</td>
<td>202,184.21</td>
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<tr>
<td>1860 - KAHLER GOLF LLC</td>
<td>34,661.17</td>
</tr>
<tr>
<td>1862 - KAHLER GOLF LLC - 2</td>
<td>37,831.26</td>
</tr>
<tr>
<td>1863 - KAHLER GOLF LLC - 3</td>
<td>84,760.15</td>
</tr>
<tr>
<td>1865 - CELLULAR ENGINEERING TECH, INC.</td>
<td>34,423.42</td>
</tr>
<tr>
<td>1867 - CELLULAR ENGINEERING TECH INC 2</td>
<td>36,626.84</td>
</tr>
<tr>
<td>1870 - J &amp; J SOLUTIONS INC</td>
<td>43,095.90</td>
</tr>
<tr>
<td>1872 - J &amp; J SOLUTIONS INC-2</td>
<td>45,557.67</td>
</tr>
<tr>
<td>1874 - J &amp; J SOLUTIONS INC-3</td>
<td>291,036.71</td>
</tr>
<tr>
<td>1880 - PRALL ADVT-DICKS TAP &amp; SHAKE RM</td>
<td>25,166.57</td>
</tr>
<tr>
<td>1890 - BRICK ALLEY PUB &amp; SPORTS BAR</td>
<td>39,761.20</td>
</tr>
<tr>
<td>1905 - RRT CUSTOM HOMES</td>
<td>98,952.78</td>
</tr>
<tr>
<td>1900 - IA SOUL FOOD CO dba SUGAPEACH</td>
<td>72,066.86</td>
</tr>
<tr>
<td>1910 - THE MOBILE PACK, LLC</td>
<td>80,287.62</td>
</tr>
<tr>
<td>1915 - RKKH ENT dba ALL TUNE &amp; LUBE</td>
<td>27,744.50</td>
</tr>
<tr>
<td>1920 - THE WEATHER VANE</td>
<td>34,648.54</td>
</tr>
<tr>
<td>1922 - CEDAR RIDGE VINEYARD</td>
<td>130,986.00</td>
</tr>
<tr>
<td>1924 - ALTERNATIVE SPORT ENT - HATCHET</td>
<td>46,343.09</td>
</tr>
</tbody>
</table>
### EAST CENTRAL IA COUNCIL OF GOVERNMENTS

#### Balance Sheet

As of February 28, 2019

#### Accrual Basis

<table>
<thead>
<tr>
<th>Total 1680 - ECICOG RLF LOANS</th>
<th>Feb 28, 19</th>
</tr>
</thead>
<tbody>
<tr>
<td>1690 - PENSION RELATED DEF. INFLOWS</td>
<td>3,086,119.46</td>
</tr>
<tr>
<td>Total Other Assets</td>
<td>227,899.00</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>3,314,018.46</td>
</tr>
<tr>
<td></td>
<td>6,521,471.25</td>
</tr>
</tbody>
</table>

#### LIABILITIES & EQUITY

**Liabilities**

- **Current Liabilities**
  - Accounts Payable
    - 2100 - ACCOUNTS PAYABLE
  - Total Accounts Payable
    - (318,748.27)
- **Other Current Liabilities**
  - 2300 - ACCRUED VACATION PAY
  - 2360 - IPERS PAYABLE
  - 2360 - CAFETERIA
  - 2460 - STATE UNEMPLOYMENT
  - Total Other Current Liabilities
    - (36,730.69)
- **Total Current Liabilities**
  - (355,478.96)
- **Long Term Liabilities**
  - 2485 - PENSION RELATED DEF INFLOWS
  - 2499 - NET PENSION LIABILITY
  - Total Long Term Liabilities
    - (752,751.00)
- **Total Liabilities**
  - (1,108,229.96)

**Equity**

- 2500 - FUND BALANCE-UNRESERVED
- 2510 - FUND BALANCE-RESERVED
- 2600 - Retained Earnings
- Net Income
- **Total Equity**
  - (5,413,241.29)

**TOTAL LIABILITIES & EQUITY**

- (6,521,471.25)
## EAST CENTRAL IA COUNCIL OF GOVERNMENTS
### Profit & Loss
#### February 2019

**Accrual Basis**

### Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Income</th>
<th>Feb 19</th>
<th>Jul '18 - Feb 19</th>
<th>% YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>3100 · FEDERAL FUNDS</td>
<td>413,846.00</td>
<td>1,529,930.00</td>
<td>27.1%</td>
</tr>
<tr>
<td>3200 · STATE FUNDS</td>
<td>52,298.27</td>
<td>664,769.11</td>
<td>8.0%</td>
</tr>
<tr>
<td>3300 · LOCAL FUNDS</td>
<td>42,504.10</td>
<td>874,744.15</td>
<td>4.9%</td>
</tr>
<tr>
<td>3410 · RLF LATE FEES</td>
<td>0.00</td>
<td>3,035.49</td>
<td>0.0%</td>
</tr>
<tr>
<td>3900 · INTEREST INCOME</td>
<td>528.12</td>
<td>2,700.28</td>
<td>10.6%</td>
</tr>
<tr>
<td>3910 · INTEREST INCOME - ECI COG RLF</td>
<td>7,303.98</td>
<td>73,628.26</td>
<td>9.9%</td>
</tr>
<tr>
<td>3915 · CR RLF-PRIN/INTEREST INCOME</td>
<td>6,431.47</td>
<td>49,391.15</td>
<td>13.0%</td>
</tr>
<tr>
<td>3916 · CR MICRO-PRIN/INT PAYMENTS</td>
<td>1,160.97</td>
<td>10,765.32</td>
<td>11.0%</td>
</tr>
<tr>
<td>3917 · MARION RLF PRINC/INT INCOME</td>
<td>804.62</td>
<td>5,536.96</td>
<td>14.5%</td>
</tr>
<tr>
<td>3918 · ORST MINI MICRO PRIN/INT PMTS</td>
<td>23.56</td>
<td>10,887.48</td>
<td>0.2%</td>
</tr>
<tr>
<td>3919 · CR FOUNDATION-PRIN/INT INCOME</td>
<td>897.77</td>
<td>8,933.31</td>
<td>10.0%</td>
</tr>
<tr>
<td>3920 · CR FOUND 2-NONREV PRIN/INT INC</td>
<td>329.34</td>
<td>2,132.24</td>
<td>15.4%</td>
</tr>
</tbody>
</table>

**Total Income**

|                | 526,149.20 | 3,226,453.75 | 16.3% |

**Gross Profit**

|                | 526,149.20 | 3,226,453.75 | 16.3% |

### Expense

<table>
<thead>
<tr>
<th>Expense</th>
<th>Feb 19</th>
<th>Jul '18 - Feb 19</th>
<th>% YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>4100 · ADVERTISING</td>
<td>77.76</td>
<td>1,288.66</td>
<td>6.0%</td>
</tr>
<tr>
<td>4140 · CONTRACTED SERVICES</td>
<td>500.00</td>
<td>500.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>4147 · CONTRACTED SERVICES - ENVIRO</td>
<td>29,609.09</td>
<td>68,768.05</td>
<td>43.0%</td>
</tr>
<tr>
<td>4149 · CONTRACTED SERVICES-HTFUND</td>
<td>0.00</td>
<td>12,165.00</td>
<td>0.4%</td>
</tr>
<tr>
<td>4152 · CONTRACTED SERVICES-TRANS</td>
<td>23,237.86</td>
<td>177,110.32</td>
<td>13.1%</td>
</tr>
<tr>
<td>4154 · CONTRACTED SERVICES-RLF</td>
<td>192.70</td>
<td>748.80</td>
<td>25.7%</td>
</tr>
<tr>
<td>4170 · DEPRECIATION</td>
<td>20,285.58</td>
<td>162,284.64</td>
<td>12.5%</td>
</tr>
<tr>
<td>4180 · DUES &amp; SUBSCRIPTIONS</td>
<td>459.00</td>
<td>16,566.95</td>
<td>2.8%</td>
</tr>
<tr>
<td>4200 · EDUCATION &amp; TRAINING</td>
<td>485.00</td>
<td>1,655.00</td>
<td>29.3%</td>
</tr>
<tr>
<td>4220 · FREIGHT &amp; POSTAGE</td>
<td>31.14</td>
<td>428.02</td>
<td>7.3%</td>
</tr>
<tr>
<td>4225 · SUMMER LIBRARY READING PROGRAM</td>
<td>0.00</td>
<td>3,500.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>4240 · FUEL TAX</td>
<td>0.00</td>
<td>(4,261.04)</td>
<td>0.0%</td>
</tr>
<tr>
<td>4250 · INSURANCE-GENERAL</td>
<td>2,237.81</td>
<td>16,165.42</td>
<td>13.8%</td>
</tr>
<tr>
<td>4280 · INS-HEALTH &amp; DENTAL</td>
<td>11,814.78</td>
<td>80,077.95</td>
<td>13.2%</td>
</tr>
<tr>
<td>4300 · IPERS</td>
<td>7,822.17</td>
<td>69,794.32</td>
<td>12.9%</td>
</tr>
<tr>
<td>4330 · PHLB</td>
<td>0.00</td>
<td>37.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>4340 · LEGAL &amp; ACCOUNTING</td>
<td>550.00</td>
<td>14,328.00</td>
<td>3.8%</td>
</tr>
<tr>
<td>4343 · SPECIAL LEGAL</td>
<td>0.00</td>
<td>3,505.85</td>
<td>0.0%</td>
</tr>
<tr>
<td>4360 · OFFICE EXPENSE</td>
<td>179.93</td>
<td>3,695.04</td>
<td>4.9%</td>
</tr>
<tr>
<td>4400 · PAYROLL</td>
<td>82,862.00</td>
<td>636,050.27</td>
<td>13.0%</td>
</tr>
<tr>
<td>4420 · PAYROLL TAXES</td>
<td>6,974.85</td>
<td>50,061.48</td>
<td>13.9%</td>
</tr>
<tr>
<td>4460 · PRINTING &amp; COPYING</td>
<td>444.89</td>
<td>4,897.74</td>
<td>9.1%</td>
</tr>
<tr>
<td>4480 · PASS-THRU</td>
<td>396,067.59</td>
<td>1,767,106.56</td>
<td>23.6%</td>
</tr>
<tr>
<td>4510 · RENT</td>
<td>3,866.00</td>
<td>31,857.78</td>
<td>12.4%</td>
</tr>
<tr>
<td>4540 · TELEPHONE/UTILITIES</td>
<td>1,261.02</td>
<td>7,135.66</td>
<td>17.7%</td>
</tr>
<tr>
<td>4545 · USDA EXPENSES</td>
<td>0.00</td>
<td>604.54</td>
<td>0.0%</td>
</tr>
<tr>
<td>4550 · REPAIRS &amp; MAINTENANCE</td>
<td>0.00</td>
<td>1,086.80</td>
<td>0.0%</td>
</tr>
<tr>
<td>4600 · TRAVEL</td>
<td>1,335.31</td>
<td>17,868.54</td>
<td>7.5%</td>
</tr>
<tr>
<td>4610 · TRAVEL-PD</td>
<td>1,181.00</td>
<td>3,355.82</td>
<td>35.2%</td>
</tr>
<tr>
<td>4990 · ADMIN ALLOCATION</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Total Expense**

|                | 591,695.18 | 3,058,394.17 | 19.3% |

### Net Ordinary Income

|                | (65,545.98) | 168,059.58 | (39.0)% |

### Other Income/Expense

<table>
<thead>
<tr>
<th>Other Income</th>
<th>Feb 19</th>
<th>Jul '18 - Feb 19</th>
<th>% YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>6905 · GAIN ON SALE OF ASSETS</td>
<td>0.00</td>
<td>4,313.17</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Total Other Income**

|                | 0.00       | 4,313.17       | 0.0%  |
### EAST CENTRAL IA COUNCIL OF GOVERNMENTS
### Profit & Loss
### February 2019

**Accrual Basis**

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb 19</th>
<th>Jul '18 - Feb 19</th>
<th>% YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Expense</td>
<td>0.00</td>
<td>76,395.39</td>
<td>0.0%</td>
</tr>
<tr>
<td>4700 - UNCOLLECTED ACCOUNTS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Other Expense</td>
<td>0.00</td>
<td>76,395.39</td>
<td>0.0%</td>
</tr>
<tr>
<td>Net Other Income</td>
<td>0.00</td>
<td>(72,082.22)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Net Income</td>
<td>(65,545.98)</td>
<td>95,977.36</td>
<td>(66.3)%</td>
</tr>
</tbody>
</table>

**Notes:**
- The table above outlines the financial details for the month of February 2019, including other expenses, total expenses, net other income, net income, and percentage year-to-date (YTD).
## EAST CENTRAL IA COUNCIL OF GOVERNMENTS
### Profit & Loss Budget vs. Actual
July 2018 through February 2019

### Accrual Basis

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Jul '18 - Feb 19</th>
<th>Budget</th>
<th>$ Over Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3100 · FEDERAL FUNDS</td>
<td>1,529,930.00</td>
<td>2,864,269.00</td>
<td>-1,334,339.00</td>
<td>53.4%</td>
</tr>
<tr>
<td>3200 · STATE FUNDS</td>
<td>654,769.11</td>
<td>809,615.00</td>
<td>-154,845.89</td>
<td>80.9%</td>
</tr>
<tr>
<td>3300 · LOCAL FUNDS</td>
<td>874,744.15</td>
<td>1,116,677.00</td>
<td>-241,932.85</td>
<td>78.3%</td>
</tr>
<tr>
<td>3410 · RLF LATE FEES</td>
<td>3,035.49</td>
<td>0.00</td>
<td>3,035.49</td>
<td>100.0%</td>
</tr>
<tr>
<td>3900 · INTEREST INCOME</td>
<td>2,700.28</td>
<td>3,500.00</td>
<td>-799.72</td>
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<td>3910 · INTEREST INCOME - ECICOG RLF</td>
<td>73,628.25</td>
<td>108,985.00</td>
<td>-35,356.75</td>
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<tr>
<td>3915 · CR RLF-PRIN/INTEREST INCOME</td>
<td>49,391.15</td>
<td>0.00</td>
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<tr>
<td>3916 · CR MICRO-PRIN/INT PAYMENTS</td>
<td>10,765.32</td>
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<td>10,765.32</td>
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<td>3917 · MARION RLF PRINC/INT INCOME</td>
<td>5,536.96</td>
<td>0.00</td>
<td>5,536.96</td>
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<tr>
<td>3918 · CRST MINI MICRO PRINCINT PMTS</td>
<td>10,887.48</td>
<td>0.00</td>
<td>10,887.48</td>
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</tr>
<tr>
<td>3919 · CR FOUNDATION-PRINCINT INCOME</td>
<td>8,933.31</td>
<td>0.00</td>
<td>8,933.31</td>
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<tr>
<td>3920 · CR FOUND 2-NONREV PRIN/INT INC</td>
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<td>0.00</td>
<td>2,132.24</td>
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</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>3,226,453.75</td>
<td>4,903,046.00</td>
<td>-1,676,592.25</td>
<td>65.8%</td>
</tr>
<tr>
<td><strong>Gross Profit</strong></td>
<td>3,226,453.75</td>
<td>4,903,046.00</td>
<td>-1,676,592.25</td>
<td>66.8%</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
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<tr>
<td>4100 · ADVERTISING</td>
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<td>3,500.00</td>
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<td>4140 · CONTRACTED SERVICES</td>
<td>500.00</td>
<td>250.00</td>
<td>250.00</td>
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<td>4147 · CONTRACTED SERVICES - ENVIRO</td>
<td>66,788.05</td>
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<td>63,788.05</td>
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<td>4149 · CONTRACTED SERVICES-HTFUNDS</td>
<td>12,156.00</td>
<td>72,925.00</td>
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<tr>
<td>4152 · CONTRACTED SERVICES-TRANS</td>
<td>177,110.32</td>
<td>12,600.00</td>
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<tr>
<td>4154 · CONTRACTED SERVICES-RLF</td>
<td>748.80</td>
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<tr>
<td>4170 · DEPRECIATION</td>
<td>162,284.64</td>
<td>243,427.00</td>
<td>-81,142.36</td>
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<tr>
<td>4180 · DUES &amp; SUBSCRIPTIONS</td>
<td>16,666.95</td>
<td>15,358.00</td>
<td>1,308.95</td>
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<tr>
<td>4200 · EDUCATION &amp; TRAINING</td>
<td>1,655.00</td>
<td>5,000.00</td>
<td>-3,345.00</td>
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<tr>
<td>4210 · EXPRESS BUS FUEL</td>
<td>428.02</td>
<td>3,000.00</td>
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<td>4225 · FREIGHT &amp; POSTAGE</td>
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<td>4240 · FUEL TAX</td>
<td>-4,261.04</td>
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<td>4260 · INSURANCE-GENERAL</td>
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<td>21,461.00</td>
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<td>4280 · INS-HEALTH &amp; DENTAL</td>
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<td>142,339.00</td>
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<tr>
<td>4300 · IPERS</td>
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<tr>
<td>4330 · FHLB</td>
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<td>4340 · LEGAL &amp; ACCOUNTING</td>
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<td>4343 · SPECIAL LEGAL</td>
<td>3,505.85</td>
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<tr>
<td>4360 · OFFICE EXPENSE</td>
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<tr>
<td>4400 · PAYROLL</td>
<td>636,050.27</td>
<td>931,791.00</td>
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<td>4420 · PAYROLL TAXES</td>
<td>50,061.48</td>
<td>71,282.00</td>
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<td>4460 · PRINTING &amp; COPYING</td>
<td>4,897.74</td>
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<tr>
<td>4480 · PASS-THRU</td>
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<td>3,196,855.00</td>
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<tr>
<td>4490 · EQUIPMENT PURCHASE</td>
<td>0.00</td>
<td>2,000.00</td>
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<td>0.0%</td>
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<tr>
<td>4510 · RENT</td>
<td>31,857.78</td>
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<tr>
<td>4540 · TELEPHONE/UTILITIES</td>
<td>7,135.66</td>
<td>10,000.00</td>
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<tr>
<td>4545 · USDA EXPENSES</td>
<td>604.54</td>
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<td>604.54</td>
<td>100.0%</td>
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<tr>
<td>4560 · REPAIRS &amp; MAINTENANCE</td>
<td>1,086.80</td>
<td>1,000.00</td>
<td>86.80</td>
<td>108.7%</td>
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<tr>
<td>4600 · TRAVEL</td>
<td>17,686.54</td>
<td>32,964.00</td>
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<tr>
<td>4610 · TRAVEL-PD</td>
<td>3,355.82</td>
<td>10,000.00</td>
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<tr>
<td>4990 · ADMIN ALLOCATION</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
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<td><strong>Total Expense</strong></td>
<td>3,058,394.17</td>
<td>4,998,258.00</td>
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<td>61.2%</td>
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<tr>
<td><strong>Net Ordinary Income</strong></td>
<td>168,059.58</td>
<td>-95,212.00</td>
<td>263,271.58</td>
<td>-176.5%</td>
</tr>
<tr>
<td><strong>Other Income/Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5005 · GAIN ON SALE OF ASSETS</td>
<td>4,313.17</td>
<td>0.00</td>
<td>4,313.17</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Total Other Income</strong></td>
<td>4,313.17</td>
<td>0.00</td>
<td>4,313.17</td>
<td>100.0%</td>
</tr>
</tbody>
</table>
## EAST CENTRAL IA COUNCIL OF GOVERNMENTS

### Profit & Loss Budget vs. Actual

July 2018 through February 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Jul '18 - Feb 19</th>
<th>Budget</th>
<th>$ Over Budget</th>
<th>% of Budget</th>
</tr>
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<tbody>
<tr>
<td><strong>Other Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4700 - UNCOLLECTED ACCOUNTS</td>
<td>76,395.39</td>
<td>0.00</td>
<td>76,395.39</td>
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<td>Total Other Expense</td>
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<td><strong>Net Other Income</strong></td>
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<td>0.00</td>
<td>-72,082.22</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>95,977.36</td>
<td>-95,212.00</td>
<td>191,189.36</td>
<td>-100.8%</td>
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</tbody>
</table>
Executive Director’s Report – March 2019

Pursuing the Goals

Furthering Regionalism: Mary Rump represented the agency at the Regional Vision Strategy Action Committee meeting on March 14.

Entrepreneurial Opportunities: Tracey Achenbach is assisting the City of Belle Plaine with new housing development—a result of the increase in agency capacity through the formation of the Housing Department.

Advancing the Brand: 380Express was recently honored at the Iowa Association of Councils of Governments’ inaugural Innovative Project Award. It was selected from a pool of projects from throughout the state by a panel of our state and federal peers. In addition, our 2018 Annual Report, which summarizes the county presentations made at recent board meetings, was selected by our colleagues as the center piece of the packets presented in the recent meetings with federal delegates (see NADO report below).

Other Activities

National Association of Development Organizations (NADO): March 17-20, I attended the NADO Annual Policy Conference in Washington DC. Along with several Iowa colleagues, I met with staff of both Senators Grassley and Ernst, and Congressional members Finkenhauer, Axne, Loebsack. I also moderated a conference plenary session.

Iowa Association of Councils of Governments (ICOG): I attended the board of directors meeting on March 8, and worked with ICOG staff to compile information packets for congressional visits at the NADO Policy Conference.
Community Development Department

Planning Projects

City of Bertram: Development Review – ECICOG staff provides ongoing site plan and development review services for the city. In addition, ECICOG staff represents the city on the Linn County Technical Review Committee when reviewing conditional use applications outside of Bertram. There were no conditional use permit reviews during the month of March.

City of Mount Vernon: Zoning and Subdivision Ordinance. After work on the city’s comprehensive plan, ECICOG staff is in the process of assisting the city in updating the city’s zoning and subdivision ordinances. The zoning ordinance has been approved by the city and work is now focused on updating the city’s subdivision ordinance. The City’s P&Z has held a public hearing and recommended the subdivision ordinance on to the city council. The ordinance is expected to be adopted in the Spring of 2019.

City of Lisbon: Land Use Map. Work is ongoing in the update of the city’s land use map. Due to the expected growth around the city after the Highway 30 bypass is complete, the city wanted to update their land use map.

City of Shueyville. Development Review – ECICOG staff provides ongoing site plan and development review services for the city. Current work has included a variety of updates to the city’s zoning ordinance. Also, staff is updating the city’s land use plan and will begin to codify the city’s ordinance book.

City of Shellsburg. Comprehensive Plan and Zoning Ordinance – The city has adopted the new comprehensive plan. ECICOG staff will now work with the city in the creation of their first zoning ordinance. The city has appointed a Planning and Zoning Commission and Board of Adjustment. Once the zoning ordinance is complete, the city will work on updating their subdivision ordinance.
Funded Community Development Block Grant (CDBG) Projects

City of Anamosa / Contract 17-WS-002. Anamosa was awarded $600,000 in CDBG funds for a water improvement project. The Release of Funds was issued May 30th, 2017. The contract was awarded to Calacci Construction Company. Construction continues.

City of Belle Plaine / Contract 15-WS-004. CDBG approved a $600,000 grant award for development to include: (1) construction of 4.6 million gallon flow equalization basin and associated flow equalization pumping infrastructure; (2) installation of a 4th raw wastewater pump for redundancy during extreme wet weather flows; (3) development of Return Activated Sludge modifications for process efficiency and UV disinfection facilities; and (4) sanitary sewer rehabilitation. (Note: sanitary sewer rehabilitation is to be implemented through incremental improvements with cost incurred by the City generally on an annual basis.) Environmental review has been completed and the release of funds letter was received 8/31/2016. The City has purchased land needed for the project. Contractor bid opening was on 5/10/17. All the bids received were higher than expected and the City rejected all bids. A new bid packet was sent out and the bid opening was on August 16th, 2017. WRH has been awarded the project for $3,039,414.00. Construction has started and is scheduled to be completed fall of 2018. All IEDA funds have been spent.

City of Central City 18-WS-002. The Iowa Economic Development Authority (IEDA) approved a CDBG award of $500,000 to assist Central City with needed wastewater treatment improvement. A construction contract has been awarded to "Boomerang" (previously Ricklefs Excavating) for $3,474,939.95. A pre-construction conference has been held, with work to begin soon.

City of Coggon / Contract 13-WS-002. The City of Coggon had been allocated a $300,000 CDBG Program award to fund wastewater improvements. However, the proposed location was unable to secure proximity waivers from a sufficient number of nearby residents who lived within 1,000 feet of the new treatment site (contiguous to the existing plant). Due to delay encountered, IEDA recaptured the grant. But, because the City demonstrated progress with new alternate proposed site, (with only two proximity waivers required / already secured, and option to purchase needed land pending), IEDA approved re-activation of the grant. Match funding was secured from the U.S. Department of Agriculture (USDA) – Rural Development. The engineer has certified the project to be substantially (i.e., operationally) complete, thereby allowing final grant drawdown to be processed in advance of the funding agreement’s July 31st deadline. However, U.S. Labor has requested that the contract remain “open” pending completion of investigation concerned with the project’s electrical sub-contractor. (Note: the investigation does not necessarily pertain to this specific project, as the sub-contractor is also being investigated with other federally assisted project work.) To accommodate US Labor, a request for extension to the funding agreement through-to December 31, 2018 has been conveyed to IEDA. US Labor has recently advised it has conveyed its “findings” to the contractor to review for accuracy.

City of Lisbon / Contract 17-WS-028. Lisbon was awarded $500,000 in CDBG funds for a wastewater improvement project. The Release of Funds was issued February 23rd, 2018. A construction contract was awarded to Municipal Pipe Tool Company, Inc. Work was delayed from contracted start date, but it is anticipated that work will be completed by, or soon after, contracted end date. Construction continues.
East Central Iowa Council of Governments
Housing Department

Tracey Achenbach, – Ext. 139 (Department Director)
Mark Culver – Ext. 124 (Housing Specialist)
Robyn Jacobson – Ext. 134 (Contracts Administrator)

Board Report – March 2019

Recent Application Award Announcements:

2018 Federal Home Loan Bank Affordable Housing Program –
East Central Iowa Housing Trust Fund $403,800
Housing Fund for Linn County $370,850
Housing Trust Fund of Johnson County $279,820

2019 Iowa Finance Authority State Housing Trust Fund
East Central Iowa Housing Trust Fund $255,586
Housing Fund for Linn County $369,033

CDBG Housing Awards in 2018:
City of Hiawatha $234,994
City of Lisbon $234,994

Department Notes:
Mark Culver, our building inspector, is available to work with individual communities to provide building inspection services. Call him at (319) 365-9941 ext. 124.

CDBG housing rehabilitation applications will be due May 4th. Contact Tracey or Robyn if interested.

Housing Department

Rehabilitation Programs

CDBG Rehabilitation Programs

Olin Rehabilitation (grant awarded 10/23/2017): The City was awarded funds to rehabilitate 6 homes. The 1st property has been completed, and construction is underway on the 2nd property. The 3rd property open house was held in March and we will be receiving bids soon.
Grant: $234,994  Local Match: $12,000
Source of Funds: HUD/IEDA Housing Fund

Brighton Rehabilitation (grant awarded 10/23/2017): The City was awarded funds to rehabilitate 6 homes. Construction has been completed on two homes, and construction is underway on the 3rd home. The 4th home has been inspected and the work specs have been prepared. Documentation has been sent to IEDA for approval.
Grant: $234,994  Local Match: $10,000
Source of Funds: HUD/IEDA Housing Fund

Lisbon Rehabilitation (grant awarded 08/08/2018): The City was awarded funds to rehabilitate 6 homes, with the Release of Funds granted by IEDA on November 15th, 2018. Homeowner applicants were accepted and ranked. We are in the process of conducting income verifications.
Grant: $234,994  Local Match: $20,000
Source of Funds: HUD/IEDA Housing Fund

Hiawatha Rehabilitation (grant awarded 08/08/2018): The City was awarded funds to rehabilitate 6 homes, with the Release of Funds granted December 3rd, 2018. Homeowner applications were accepted and ranked. The first home has been inspected and documentation has been sent to IEDA for approval.
Grant: $236,494  Local Match: $15,000
Source of Funds: HUD/IEDA Housing Fund

Federal Home Loan Bank Programs

Housing Trust Fund of Johnson County Grant: $279,820  HTFJC Match: $77,990  HTFJC was awarded funds for minor rehabilitation of 20 owner-occupied homes in Johnson County. The homeowner income verification process has been started.

Housing Fund for Linn County Grant: $370,850  HFfLC Match: $72,490  HFfLC was awarded funds for minor rehabilitation of 25 owner-occupied homes in Linn County, excluding Cedar Rapids. The homeowner income verification process has been started.
East Central Iowa Housing Trust Fund: $403,800  ECIHTF Match: $136,983  ECIHTF was awarded funds for minor rehabilitation program of 30 owner-occupied homes in Benton, Iowa, Jones and Washington Counties. The homeowner income verification process has been started.

Other Rehabilitation Programs
Coralville Rehabilitation: The city of Coralville has been awarded funds for rehabilitation of two homes through the HTFJC. The first home has been completed. The second home was partially done when there was a fire in the house, not related to the work being done. The home is likely going to be torn down. A third home has been approved for the program. A contractor has been selected and will be signing the preconstruction documents soon.
Grant: $50,000  Local Match: $11,500  Source of Funds: Housing Trust Fund of Johnson County

Washington Rehabilitation: The city of Washington has been awarded funds for rehabilitation of nine homes through the ECIHTF. The application intake deadline was February 22nd, 2019. Applications have been ranked and homeowner income verification has started.
Grant: $113,400  Local Match: $37,800  Source of Funds: East Central Iowa Housing Trust Fund

Housing Trust Fund Rehabilitation Programs
ECICOG is working with the Housing Trust Funds for funding rehab projects within the counties served.
- In 2018, ECIHTF dedicated $33,000 for repairs to 5 homes. Four properties are completed.
- In 2018, HTFJC dedicated $52,000 for repairs to 8 homes in 2018. Four properties are completed, and one is in construction.
- In 2018, HFfLC dedicated $32,125 for repairs to 5 homes in 2018. Four properties are completed, and one is in the income verification process.

East Central Iowa Housing Trust Fund (ECIHTF)
ECIHTF has contracted with ECICOG to administer the housing trust fund program and provide its Executive Director. Iowa Finance Authority awards that were made in 2017 and 2018 are currently being administered, and they total $524,649. The 2019 award amount was $255,966, and Benton, Iowa, Jones and Washington Counties and the City of Washington each committed funding to assist with the local match required for that award.

ECIHTF board of directors accepts applications for funding from organizations, developers, local governments, and other entities through an open window application process. At its annual meeting in February, it was noted that the board awarded a total of $213,200 in grants in its previous year to assist 13 owner and 11 renter households.

Housing Fund for Linn County (HFfLC)
HFfLC has contracted with ECICOG to administer the housing trust fund program and provide its Executive Director. The Iowa Finance Authority awards that were made in 2017 and 2018 are currently being administered, and they total $769,749. The 2019 award amount was $369,033, and the City of Cedar Rapids and many area lenders committed the local match required to receive that award.

HFfLC board of directors accepts applications for funding from developers, organizations, local governments, and other entities in the spring and fall. The board considers grant requests in the spring, while applications for loan funds are encouraged in the fall. The board approved making $150,000 available in its spring round and is accepting applications until March 27, anticipating making awards at its April meeting.
**ICOG H2A Inspections**
ICOG has contracted with the Iowa Workforce Development to conduct inspections for the Migrant and Seasonal Farm Workers (MSFW) outreach program. ICOG has contracted with each COG in the state to conduct inspections in their respected areas. The contract was signed September 27th, 2018. Seven inspections have been completed.

**Building Inspection Program**
The city of Shellsburg has contracted with ECICOG to enforce building codes within the city. ECICOG reviews plans and makes necessary inspections on building and remodeling projects to ensure safe repairs are being accomplished.
Transportation Report

Important Dates
Policy Committee Meeting - March 28, 2019
TTAC Meeting - June 19, 2019
TOG Meeting – TBD
PTAC Meeting – TBD
RTAC Meeting – April 10, 2019

Upcoming Events/Conferences

Transit

Request for Additional Services: None

Possible Additional Public Transit Infrastructure Grant (PTIG) Applications: Staff has received requests from both Benton and Washington Counties to pursue PTIG applications. Copies of the requests are provided.

Action: Consider action on requests to pursue PTIG funding.

Consolidated Transit Application: Each year, on behalf of the regional transit system, ECICOG submits a consolidated application for state and federal, capital and operating assistance. A summary of the proposed capital projects and operating estimations is provided.

Action: Authorize chair to sign the resolution.

Transportation & Regional Development

CorridorRides Vanpool Marketing: The regional vanpool currently has ten participating vehicles. The most recent addition to the service is a vanpool originating in Washington County. Commute by Enterprise staff is continuing talks with Whirlpool and Trans America. They have also been in contact with interested residents from Anamosa, Solon and Mt. Vernon.

CorridorRides 380 Express: Ridership continues to increase, and is now averaging over 250 passengers each day. In mid-January, with cooperation from the University of Iowa, the stop near UIHC was relocated to the West Campus Transportation Center offering a sheltered stop for riders.

Regional Vision Strategy: The Regional Vision has been approved by EDA.
January 25, 2019

ECICOG
Board of Directors
700 16th St. NE, Suite 301
Cedar Rapids, IA 52402

To ECICOG Board of Directors,

Benton County Transportation would like to express their intent to apply for the Public Transit Infrastructure Grant. This intent is met with unanimous board approval. Benton County understands that if the grant is awarded, the ownership of the building and the land would transfer to ECICOG for thirty years to satisfy PTIG grant requirements, and that ECICOG would lease the property back to Benton County for public transit use only.

East Central Iowa Transit: Benton County is a demand-responsive, wheelchair accessible, public transit provider throughout Benton County. We are one of six providers contracted by ECICOG (East Central Iowa Council of Governments) and follow their guidelines.

**Brief Description of the Project:**
The current Benton County Transportation (BCT) building is located at 205 2nd Avenue about 50 yards from the Cedar River in Vinton, Iowa. The building has been flooded out twice, once in 2008 and the other in September 2016. A third time, in 2014 the river was out of its banks and rose within a foot of the front door of our building, which caused us to raise everything in the office up on cement blocks. This makes for undesirable conditions and a fast need to get everything out of the building quickly and safely. A remodel has been completed after both cases of flooding to ensure no mold or other toxic chemicals had been found inside of the building and to deem it safe for its employees. Due to flooding, BCT has had to move its office to a different location in town to operate their business out of, which by no means is ideal. With the unpredictable weather patterns, it is less than desirable to maintain and house our building in its’ current location and have to go through another flood or lack of room for vehicles to get housed indoors.
Statement of Need:
The Public Transit Infrastructure Grant would allow us in Benton County to build a new building in town near 811 D avenue distanced away from the river and to allow us to expand. One of our biggest needs is space. This grant would give us the ability to expand and build a building that would meet our current needs. Currently, there is not enough room for all our buses to get indoors out of inclement weather.

We currently run and operate six buses and two minivans in our Vinton location. With our current building, we are one stall shy from getting all vehicles indoors. In our Belle Plaine location, we run two buses and two minivans. We want to be prepared for the future, however we don’t know what that will look like. If we were to ever combine Vinton and Belle Plaine locations/routes we may want to be able to house those vehicles here as well. This building would also allow us to be close to a new conference room area that we will have access to do our trainings in at the Vinton Service Center which is adjacent to the location and property.

The county has a 716 square mile area that it services on a daily basis between surrounding towns. This is extremely important for Benton County to be able to get all of their buses housed and under cover. It is also critical to have the director and transit assistant’s office where the buses are housed to allow for all vehicles to be watched under a closer eye and the ability to perform safety and maintenance checks periodically.

Location of New Building:
The new Benton County Transportation building would be located near 811 D Avenue, Vinton, Iowa. The land that the building would be constructed on has already been purchased by Benton County. This location would be ideal because the new building would be just west of the Benton County Service Center on property that they already own. With the new building being built just next door, it will serve as a hub as the Food Pantry, Veteran Affairs, Social Services, DHS and many other government programs that are ran out of the Benton County Service Center. It would put all of these programs in one area of town for ease of people locating the services they need. We service anyone within Benton County.

Our project would include a new 80’x120’ facility that would be for public transit use only. The building would include 10 stalls for county transportation vehicles/buses, a service area, bay for maintenance, a wash bay, a couple utility storage areas and two connected offices, a break room and bathroom. The two offices would house the county
director and transit assistant. There would be two 16'x12' overhead doors located on each end of the building for buses to pull in and exit easily.

**Proposed Budget**
The total estimated cost of the building/project is... ~$349,757.49

We thrive on our mission statement, which states "Benton County Transportation is available to provide safe, dependable transportation to all people within Benton County." We will continue to uphold our mission as we move forward to help the citizens of our community.

We are asking for your help, to help fund a new building for Benton County Transportation, that is long overdue, in great need to get out of the flood waters and one that will lead to expansion and ability to sustain long-term Benton County needs.

Thank you for your consideration of our request. Should you have any questions or require any additional information, please feel free to contact me at (319) 472-2413, or dburmeister@co.benton.ia.us.

Sincerely,

Dana Burmeister  
Benton County Transportation Director

**Approval Signatures:**

[Signature]
County Supervisor, Rick Primmer

[Signature]
County Supervisor, Tracy Seeman

[Signature]
County Supervisor, Gary Biershenck
Washington County Mini Bus
1010 W. 5th St.
Washington, IA 52353

January 14, 2019

ECICOG
Board of Directors
700 16th St. NE, Suite 301
Cedar Rapids, IA 52402

To Whom It May Concern,

The Washington County Mini Bus (WCMB) would like to express their intent to apply for the Public Transit Infrastructure Grant. This intent is met with unanimous board approval. The WCMB Board of Directors understands that if the grant is awarded, the ownership of the buildings and the land would transfer to ECICOG.

Our project would include expanding our wash bay and shop area, remodeling our offices, dispatch area, conference room and break room, adding a second restroom and paving the entire parking lot. We are requesting funding from the Public Transit Infrastructure Grant for our expansion, remodeling and paving project as the estimated cost would exhaust all our cash reserves. The WCMB provided 64,333 rides and traveled 306,948 miles in 2018, the highest in ECICOG Region 10. The grounds and facilities need updating and upgrades. The WCMB recently updated our IT infrastructure, our phone system, and built a new building to house all our buses under one roof.

The estimated cost for the expansion, including remodeling and paving, is $453,255.00.

Thank you in advance for your consideration of our intent to apply for the Public Transit Infrastructure Grant. Please feel free to contact either Cris Gaughan at 319-653-2853 or Woody Harden at 319-653-3695 with any questions you may have about this letter of intent.

Sincerely,

Woody Harden
Board President

Cris Gaughan
Transit Manager
Authorizing Resolution

We, hereby, authorize Brock Grenis (Name of Authorized Signatory)
on behalf of East Central Iowa Council of Governments (Legal Name of Applicant)
to apply for financial assistance as noted below and to enter into related contract(s) with the Iowa Department of Transportation.

From the State Transit Assistance Program:

3.5203 % of formula funds;

$ of Special Project funds

From federal funds for transit in non-urbanized areas and/or for transit serving primarily elderly persons and person with disabilities:

$788,543

From statewide federal capital assistance for transit:

$3,108,560

We understand acceptance of federal transit assistance involves an agreement to comply with certain labor protection provisions.

We certify that East Central Iowa Council of Governments (Legal Name of Applicant)
has sufficient non-federal funds to provide required local match for capital projects and at time of delivery will have the funds to operate and maintain vehicles and equipment purchased under this project.

We request that State Transit Assistance formula funding be advanced as allowed by law, to improve transit system cash flow.

Adopted the 28th day of March, 2019.

Name: East Central Iowa Council of Governments (Applicant's Governing Body)
By: (Signature of Chief Executive Officer)
Title: Chairperson
Address: 700 16th Stree NE Suite 301 Cedar Rapids, IA 52402
Telephone: (319) 365-9941
Environmental Services Department
March 2019 Report

Jennifer Fencel, Director, ext. 131, jennifer.fencel@ecicog.org
Alicia Presto, IWE Resource Specialist Area 4 / Planner, ext. 121, alicia.presto@ecicog.org
John Bruce, IWE Resource Specialist Area 6, ext. 123, john.bruce@ecicog.org
Tom Gruis, Planner, ext. 130, tom.gruis@ecicog.org
Adam Rodenberg, Middle Cedar Watershed Coordinator, arodenberg@benton.co.ia.us

Important Dates
Technical Advisory Comm.
Quarterly meeting Apr 11th
at East Side Recycling
Center, Iowa City

SW Boards / Commissions
Jones Co. – April 2nd
Tama Co. – April 11th
CR/Linn Co. – April 16th
Benton Co. – April 18th
Iowa Co. – June 12th

Watershed Boards
ICWMA – Apr 10th
CCWC – Apr 17th
MCWMA – May 9th
LCWMA – May 14th

Upcoming Deadlines
SWAP applications due
July 2, 2019 and January 2, 2020
Derelict Building Grant
applications due Feb 2020

Upcoming Conferences / Workshops / Events
Annual Conservation
Partners Meeting April 4th
Wickiup Hill
ISOSWO Spring Conference
April 4th – 5th in Burlington

Solid Waste Projects
Iowa Waste Exchange (IWE)
Regular in-house and on-site assistance continues in Area 4 and 6. Both
resource specialists are working on the school waste & recycling project.

Environmental Management System (EMS)
The Iowa County Landfill and Co-EMR are preparing for the second year of
audits including an internal audit in April, which will be provided by ECICOG
staff, and external audit in May.

Summer Library Reading Program
Staff is working with Green Iowa AmeriCorps to schedule the reading
program. The theme is small actions make a big impact and features the book
The Snail and the Whale by Julia Donaldson and Axel Scheffler. The program
will focus on recycling correctly to reduce contamination.

Watershed Planning Projects
Clear Creek Watershed Coalition (CCWC)
The stream restoration design work is nearing completion. Work on the plan
continues.

Indian Creek Watershed Management Authority (ICWMA)
The Soil Health Partnership coordinator is Emery Davis, who will begin the
week of March 25th.

Middle Cedar Watershed Management Authority (MCWMA)
A contractor has been selected for the first construction bid packet. Work on
getting other projects to bid continues.

Lower Cedar Watershed Management Authority (LCWMA)
The Lower Cedar WMA was selected for HUC-12 planning and assessment
work for Mill Creek through the Iowa Soybean Association. They also
continue to work on outreach and funding.

Hazard Mitigation Planning
The Washington County hazard mitigation plan has been approved by FEMA,
and the grant is currently in the closeout process. The Linn County plan has
been submitted to FEMA.
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**Total Costs:**

- Remodeling: $11,250
- Exterior Paint: $3,750
- Interior Painting: $7,200
- Plumbing Installation: $6,480
- Electrical Repair: $5,625
- Roofing Replacement: $7,680
- Basements Construction: $6,375
- Kitchen Remodeling: $8,820
- Bathroom Remodeling: $10,240

**Grand Total:** $55,250

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**Economic Development**

- **Business Description:** Various Home Improvement Projects
- **Business Name:** ABC Construction
- **Address:** 123 Main St, Anytown, USA 12345
- **Contact:** John Doe, 555-555-5555
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**Total: $0.00**