

ECIA COUNCIL - Meeting Minutes
 Wednesday, January 21, 2026 – 5:30 PM
 7600 Commerce Park, Dubuque and by Zoom

Members Present:

* = Alternate ☒ = Present

Cedar County: Vacant B. Gaul Laughlin
 Vacant Kaufmann*
 Wagner Oberbreckling

Clinton County: Sander-Welzien D. Srp* Wiese
 Thiltgen* Kelly Hasenmiller
 George Maddasion Lindner*

Delaware County: Bergan L. Gaul Helmrichs
 Behnken Maurer Madlom

Dubuque County: Neises Bonz (chair) Pothoff
 Vacant Cavanagh Kenniker*
 Niehaus Burbach*

Jackson County: Willey (v-chair) Steines Messerli*
 Tranel Schwenker* Weinschenk
 Ganzer Boldt

Others Present:

None

Staff Present:

McPherson Specht
 Berning Schnier
 Ravada Fox
 Stoffel Kennedy
 Hingtgen Klootwyk

*A quorum was present

Call to Order and Introductions

Chair Bonz called the meeting to order at 5:40 p.m. Introductions were made at this time.

Review/Action on the Agenda for Wednesday, January 21, 2026

Motion by Madlom, second by Pothoff to approve the agenda for Wednesday, January 21, 2026, meeting. The motion passed unanimously.

Public Comment – None.

Review/Action on Consent Agenda Items as Recommended by the Executive Committee

- a. Minutes for December 3, 2025
- b. Financial Status Reports
- c. Contracts
 - I. 21st Century Grant - \$5,000
 - II. Dubuque Initiatives – \$5,000
 - III. Hawkeye Area Community Action Association – NTE \$60,000
 - IV. The Iowa Finance Authority - \$100,531
 - V. City of Miles - \$2,000
 - VI. Kirkham, Michael & Associates, Inc., Consultant - \$111,003.06
 - VII. All Class Cleaning - \$1,972/mo.
 - VIII. Miscellaneous Contracts

Motion by Wise, second by Lindner to approve all consent agenda items as recommended by the Executive Committee. Motion passed unanimously.

Review/Action on the Contract Signing Authority Policy

Hingtgen shared the Contract Signing Authority Policy with updates included from the Executive Committee at last month’s meeting and legal counsel. The policy identifies criteria for contract signing by the Executive Director, the Executive Director and Council Chair, or by the fill Council.

Motion by Pothoff, second by Neises to approve the Contract Signing Authority Policy. Motion passed unanimously.

Review/Action on the ECIA Bylaws Amendment

Hingtgen noted two changes to the bylaws that do not change the context but rather clean up references made in the document. There are two such references, first to Section IV Committees B. Membership from Section VI. B to IV E(1) and second to D. Duties from Section VI. B to IV E(1).

Motion by Willey, second by L. Gaul to approve the ECIA Bylaws Amendment. Motion passed.

Review/Action on the Technology Integrations Evaluation Final Report

Hingtgen provided an overview of the Technology Integrations Evaluation Final Report that was completed by a focus group comprised of ECIA staff gathering information across all departments, from all employees, and technology partners working with ECIA.

The evaluation was based on a Backwards Design Model that identified desired results, determined acceptable evidence, strategies, and recommendations. Step 1 - identified themes and outcomes such as system integration and operational efficiency, organizational culture, usability, empowerment, and staff engagement, innovation and leadership, and sustainability, cost control, and strategic focus. Step 2 – determined acceptable evidence whether ECIA meets the outcomes now and in the future. Step 3 - areas learned though gathering the data identified issues and potential solutions. The highest priority recommendations were determined with goal dates set.

The FY27 Proposed Technology Expenses for the recommended priorities is \$130,477, a reduction from the FY26 budget of \$8,823.

Motion by Willey, second by Pothoff to approve the Technology Integrations Evaluation Final Report. Motion passed.

Informational

Ravada presented the SMART Grant Outlook/NOFO. The background on the Smart Traffic Routing with Efficient & Effective Traffic Systems (STREETS) was provided and project goals; to serve as a framework nationally for deploying similar systems in small urban areas, reducing wear and tear on major corridors, reduced congestion, improved travel times and safety, reduced emissions, and enhanced system monitoring capabilities. Ravada noted the four phases with phase 4 implementation of the SMART project. The SMART Grant concept includes:

- Original Equipment Manufacturers (OEM) are interested in getting complete transportation data sets for entire regions.
- Integrate the data in a standardized format.
- Build approachable intelligence to define notification zones for each piece of data.
- Open interface to provide this data in near real time via cellular connections to OEM, infotainment system providers, and other third-parties.
- This project has the potential to revolutionize the way transportation systems are managed, and traffic information is distributed to motorists.

Hingtgen noted partnerships on this project including three state Departments of Transportation. The costs of each phase were communicated, with phase 1 (\$3.5 million), phase 2 (\$3 million), phase 3 (\$1.2 million), and phase 4 (\$10 - \$12 million). If the grant is awarded, the project will be 100% covered.

Other Business

Bonz congratulated council member Wagner on his retirement from the City of Tipton in March.

Adjournment

Motion by Willey, second by L. Gaul to adjourn the meeting at 7:09 p.m. The motion passed unanimously.

Respectfully submitted,

Mae Hingtgen
Executive Director