

IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS (INRCOG)

**229 E. Park Ave.
Waterloo, Iowa 50703**

**Executive Committee Meeting Minutes From
Thursday, March 19th, 2026**

The members present were Duane Hildebrandt, Mark Schildroth, Keith Wieland, Greg Barnett, Lisa Smock, Steve Geerts, Dave Boesen, and Danny Laudick (virtual).

Also, in attendance was Brian Schoon.

The meeting was called to order at 11:30 a.m. by Duane Hildebrandt, Chair. A virtual Teams Meeting link and telephone number were also made available to members who could not attend in-person.

Hildebrandt asked for any additional changes to the agenda. There were none offered. It was moved by Barnett, seconded by Schildroth, to approve the agenda as presented. The motion carried unanimously.

The minutes of February 19th, 2026, Meeting were emailed to all members prior to this meeting. It was moved by Barnett, seconded by Geerts, to approve the minutes as presented. The motion carried unanimously.

The February 2026 Financial Reports for both INRCOG and RTC/On Board were presented. Schoon reviewed the Revenue and Expenditures Reports and Combined Statements and provided spreadsheet summaries for both entities. It was moved by Wieland, seconded by Smock, to approve the February 2026 INRCOG and RTC Financial Reports as presented. The motion carried unanimously.

Under the Executive Director's report, there were no staff evaluations to review and consider.

Regarding Human Resources, Schoon reminded members of the hiring of Rebecca Kauten, our Environmental Resource Specialist, who is primarily responsible for implementation of the Iowa Waste Exchange Program. He also informed the Committee about the pending resignation of Sheri Alldredge at the end of the fiscal year.

Schoon presented the FY 2026 Grants and Contracts sheets to the committee. He provided a brief overview of the 2026 report regarding changes from the February regular meeting, focusing on the Cedar Falls Housing Needs Assessment update and Buchanan County Conservation Board Resource Enhancement and Protection (REAP) plan update contracts.

Regarding the INRCOG building, 229 East Park Avenue, there were no updates.

Hildebrandt requested a motion to open a public hearing on the draft Fiscal Year 2027 RTC/OB Consolidated Grant Application. A legal notice for the hearing was published in the Waterloo Courier on March 10th, 2026. It was moved by Barnett, seconded by Geerts, to open the public hearing at 11:40 a.m. The motion carried unanimously. Schoon offered a summary handout and a brief overview of the application process, as managed by IDOT. Specifically, he noted that RTC/OB was requesting \$314,067 in Federal Transit Administration (FTA) and \$341,674 in state operating funds, respectively. The Federal operating funds are to be matched with local funds or expenses. He also stated that the agency was requesting Federal capital funds to purchase two light-duty buses at a total cost of \$425,000, of which \$361,250 would be in federal funds and \$63,750 in local funding. Said Federal capital funds are to be matched with local funds to complete the bus purchases. Finally, he described the included request for RTA planning funds, which are also to be matched by local funds from INRCOG. A motion was made by Wieland, seconded by Smock, at 11:45 a.m., to close the public hearing. The motion carried unanimously. Hildebrandt then requested a motion to approve the corresponding application and authorize staff to submit the proposed Fiscal Year 2027 RTC/OB Consolidated Grant

to IDOT as described. It was moved by Smock, seconded by Schildroth, to approve and submit the application as presented. The motion carried unanimously.

Schoon presented an INRCOG Server and Intelligent Technology (IT) Support analysis spreadsheet prepared by Alldredge. Following up on the prior meeting, he reviewed our current IT program with the Committee. He noted that the current IT software was being phased out and the existing server is nearing the end of its life. To that end, the summary Schoon presented offers both software and hardware solutions in the form of three options. Upon review, discussion, and consideration, it was moved by Schildroth, seconded by Smock, to select and implement Option #3, which eliminates the physical server and updates operating and security software packages through our current IT vendor, Creative Planning. The motion carried unanimously.

There being no further business, it was moved by Geerts, seconded by Barnett, to adjourn the meeting at 11:55 a.m. The motion carried unanimously.

The next meeting of the INRCOG Executive Committee will be held at 11:30 a.m. on April 16th, 2026.

Respectfully Submitted,



Brian Schoon, Acting Secretary