

IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS (INRCOG)

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

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

The members present were Duane Hildebrandt, Mark Schildroth, Keith Wieland, Linda Laylin, Steve Geerts, Dave Boesen, and Danny Laudick.

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 Geerts, seconded by Wieland, to approve the agenda as presented. The motion carried unanimously.

The minutes of January 27th, 2026, Special Meeting were emailed to all members prior to this meeting. It was moved by Schildroth, seconded by Laylin, to approve the minutes as presented. The motion carried unanimously.

The January 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 Laudick, seconded by Wieland, to approve the January 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. Schoon stated that Kauten started on January 26th and comes to INRCOG with a wealth of experience.

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 January regular meeting, focusing on submittal of the EDA Partnership Planning Grant application and approval of the Butler-Grundy Housing Needs Assessment update contract.

Regarding the INRCOG building, 229 East Park Avenue, there were no updates. However, Schoon did update members that staff is looking to replace an existing computer network server, which has surpassed its life expectancy. Specifically, staff are looking to research moving the agency's data to a cloud server and backup as opposed to using a physical server. A formal proposal will be provided to the committee for consideration in the future.

Hildebrandt introduced the draft Fiscal Year 2027 INRCOG Cost Allocation Plan, which was distributed prior to the meeting. The proposed plan is a continuation of the current plan and is tied primarily to INRCOG's transportation functions (MPO, RTA, and RTC/OB). It was moved by Wieland, seconded by Laudick, to approve the proposed Fiscal Year 2027 INRCOG Cost Allocation Plan as provided and presented. The motion carried unanimously.

There being no further business, it was moved by Geerts, seconded by Laylin, 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 March 19th, 2026.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'B. Schoon', with a stylized, cursive script.

Brian Schoon, Acting Secretary