

**IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS
229 E. PARK AVE.
WATERLOO, IOWA**

BOARD MEETING

**THURSDAY, MARCH 20, 2025
12:00 Noon**

AGENDA

1. Call to Order; Welcome; and Introductions
2. Approval of Agenda
3. Approval of December 19, 2024, Minutes
4. Financial Reports:
 - a. INRCOG
 - b. RTC/On Board Public Transit
5. Director's Report:
 - a. Grants/Contracts
 - b. Human Resources
 - c. 229 E. Park Avenue
 - d. Legislative Update
6. Fiscal Year 2024 Audit-CLA Presentation
7. Project and Program Discussion
8. Other Business
9. Adjourn

Note: Please notify INRCOG at (319) 235-0311 or inrcog@inrcog.org by Tuesday, March 18th, if you plan to participate in this meeting so that appropriate luncheon arrangements can be made.

INRCOG meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact INRCOG at (319) 235-0311 at least two business days in advance of this meeting.

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**MINUTES
Council Meeting
Thursday, March 20, 2025**

The regular meeting of the Iowa Northland Regional Council of Governments was called to order at 12:08 p.m., by Dewey Hildebrandt, Chair.

Council members present were: Dewey Hildebrandt, Bremer County Board of Supervisors; Greg Barnett, Butler County Board of Supervisors; Mark Schildroth, Grundy County Board of Supervisors; Brian Bockhaus, Mayor of Sumner; Lisa Smock, Mayor of Elk Run Heights; Michael Schares, Mayor of Dunkerton; Gary Vick, Mayor of Raymond; Linda Laylin, Black Hawk County Board of Supervisors; Keith Wieland, Buchanan County Board of Supervisors; and Steve Geerts, Mayor of New Hampton. Attending virtually were: Brad Bleichner, Mayor of Independence; Scott Cerwinske, Chickasaw County Board of Supervisors; DeAnne Kobliska, Mayor of Evansdale; and Danny Laudick, Mayor of Cedar Falls.

Also present were: Craig Popenhagen, CLA; Kyle Durant, Linda Sires, Brenda Ponto, Vincent Ruggiere, Nick Fratzke, Oghogho Oriakhi, Sydney Eiselt, Cindy Knox, Isaiah Corbin, Brian Schoon, and Sheri Alldredge, INRCOG.

Motion by Greg Barnett, seconded by Lisa Smock, to approve the agenda. Motion carried unanimously.

Motion by Mark Schildroth, seconded by Gary Vick, to approve the December 19, 2024, minutes. Motion carried unanimously.

Brian Schoon presented the February 2025 INRCOG Financial Report which shows a year-to-date net loss of \$43,547.42. He noted that programs only billed quarterly would add \$90,398.70 in income resulting in an adjusted net income of \$46,851.28. Schoon also presented the February 2025 RTC Financial Report. The Combined Statement of Revenues and Expenses shows a year-to-date net loss of \$21,934.38. He noted that Vehicle Acquisition Revenue skews the financial picture as the corresponding expenditures are not all yet recorded. He further explained that vehicle maintenance expenses are \$40,000 ahead of the projected budget and the scheduling software expenses were not budgeted. Hildebrandt noted that at their meeting earlier in the day, the Transit Advisory Committee approved a recommendation to purchase four vehicles at a total cost of approximately \$820,000. Motion by Barnett, seconded by Schildroth, to approve the February 2025 INRCOG and RTC Financial Reports. Motion carried unanimously.

Schoon presented the Director's Report. Since the last Board meeting, a grant application was prepared and submitted for the City of Lawler for a water source/well project and subsequently approved for a total of \$304,750. Grant applications for Black Hawk County and the City of Sumner are being prepared for submittal in Fiscal Year 2026. Schoon also noted that the \$485,326 total of contracts for the year-to-date is similar to the amount of contracts awarded to-date in Fiscal Year 2024. Contracts are pending with the City of Lawler for administration of a CDBG grant awarded to the City for a well project and with the City of LaPorte City for development of a TIF Set Aside Plan.

Human Resources activities include the hiring of Vincent Ruggiere as Community Planner I and Oghogho Oriakhi as Transportation Planner I. In addition, Kyle Durant has submitted his resignation as Transportation Planner II to take a position with the Iowa DOT.

In building-related matters, expenses to remedy a water issue related to the building's cleaner will be partially covered by the cleaner's insurance company.

Schoon noted continued monitoring of legislative activity at both the state and federal levels. There are a number of bills moving at the state level including two property tax bills, public notice publishing requirements, and an urban moratorium that would disallow economic development funding for projects in the four largest Iowa counties for three years, a wind energy bill, and eminent domain. At the federal level, Schoon noted Executive Orders that may impact transportation, transit, EDA, and Block Grants.

Crain Popenhagen with CLA then presented the Board with INRCOG's Fiscal Year 2024 Audit noting a clean opinion that financial statements are presented correctly. He explained how the Housing Trust Funds that INRCOG administers are now displayed in the audit report as a Component Unit along with INRCOG and Regional Transit Commission. Also new to the Audit Report are Pension Liabilities and Lease Receivables added per GASB to reflect transactions related to INRCOG's leases with two entities. The Statement of Revenues, Expenses, and Changes in Net Position displays the two Housing Trust Funds as Component Units and while a change in how presented there is not a change in measurement. Popenhagen noted a \$400,000 change in net position and a \$155,000 increase in cash position, a good cash/liquidity position for operations. He also noted further reports and disclosures contained in the report. There is a finding with regard to an internal control policy over financial reporting that will be evaluated by INRCOG. A suggestion is also provided to document the review and approval of journal entries performed by the Accountant although other internal controls make this not an issue. Motion by Smock, seconded by Linda Laylin, to accept the Fiscal Year 2024 Audit as presented. Motion carried unanimously.

There were no contributions to the Project and Program Discussion.

In other business, Schoon announced that the second of three "Introduction to INRCOG Services" was being held that afternoon. The third session will be held on March 26th and City Council members and City staff are invited to attend.

There being no further business, motion by Barnett, seconded by Schildroth, to adjourn the meeting at 12:50 p.m. Motion carried unanimously.

Respectfully submitted,

Brian Schoon
Acting Secretary