

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

BOARD MEETING

**THURSDAY, SEPTEMBER 18, 2025
12:00 Noon**

TENTATIVE AGENDA

1. Call to Order; Welcome; and Introductions
2. Approval of Agenda
3. Approval of June 19, 2025, 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 2026 Final Budgets
 - a. INRCOG
 - b. RTC/On-Board Public Transit
7. Project Updates
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.

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

**MINUTES
Council Meeting
Thursday, September 18, 2025**

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

Council members present were: Dewey Hildebrandt, Bremer County Board of Supervisors; Steve Geerts, Mayor of New Hampton; Keith Wieland, Buchanan County Board of Supervisors; Brian Bockhaus, Mayor of Sumner; Gail Bunz, Mayor of Hudson; Michael Schares, Mayor of Dunkerton; Mark Schildroth, Grundy County Board of Supervisors; and Linda Laylin, Black Hawk County Board of Supervisors. Attending virtually was Greg Barnett, Butler County Board of Supervisors.

Also present were: Brenda Vavroch, Sanzida Rahman Setu, Linda Sires, Vincent Ruggiere, Cindy Knox, Isaiah Corbin, Oghogho Oriakhi, Brian Schoon, and Sheri Alldredge, INRCOG.

Motion by Mark Schildroth, seconded by Linda Laylin, to approve the agenda. Motion carried unanimously.

Motion by Schildroth, seconded by Michael Schares, to approve June 19, 2025, minutes. Motion carried unanimously.

Brian Schoon presented the August 2025 INRCOG and RTC Financial Reports. He noted that budget figures will be added upon approval of the FY 2026 budgets--which is on the agenda later in the meeting. The INRCOG Statement of Revenue, Expenses, and Changes in Net Position shows that revenues and expenses are as expected. Schoon explained that many one-time payments for annual professional memberships and partial payment to the accounting firm conducting the Fiscal Year 2025 Audit are included in the year-to-date expenses. If programs only billed at the end of each quarter were included in the current month's billings, INRCOG would have a \$4,683 net income for the year-to-date. The RTC Statement of Revenue, Expenses, and Changes in Net Position shows a net loss of \$16,502 for the year-to-date. As with INRCOG, payments for annual professional memberships and RTC's share of FY 2025 audit expenses are included. Schoon noted that the Executive Committee has authorized the purchase of new vehicles using local funds to help alleviate the high repair expenses RTC is experiencing with its older, high mileage vehicles. Motion by Steve Geerts, seconded by Keith Wieland, to approve the August 2025 INRCOG and RTC Financial Reports as presented. Motion carried unanimously.

Schoon the presented the Director's Report beginning with an update of grant and contract activity. To date, grant applications requesting a total of \$3,879,488 in grants have been submitted on behalf of our member communities to a variety of funding sources; awards for all applications are yet to be announced. A total of \$318,747 in contracts has been approved this fiscal year, some of which are for the administration of awarded grants that were written by INRCOG.

In an update of Human Resources activities, Schoon announced that Sanzida Rahman Setu started in July as Transportation Planner II. Staff have been working to hire bus drivers for RTC to get to full staffing; one opening remains.

There were no updates to the building, but Schoon noted discussions with a prospective tenant to occupy an office space in the building.

In a legislative update, Schoon discussed the Open Meetings/Open Records training now required for newly elected and appointed officials. INRCOG is looking to apply to the Iowa Public Information Board to be able to provide the required training. Other recent related law updates include requirements for publishing notices for public hearings; zoning ordinance changes dealing with variance requests; and Accessory Dwelling Unit changes made through the State Building Code. Schoon encouraged communities to contact INRCOG staff with questions on these updates. On the Federal side, many of the recissions and eliminations of funding programs that affect COGs proposed by the President have come back. The Dept. of Commerce is rebounding however, the HOME program has not bounced back¹ to the same degree. There was discussion about the authorized restart of the Duane Arnold Nuclear Energy Plant and the request that Black Hawk and Buchanan counties serve as evacuation sites.

Schoon then presented the Fiscal Year 2026 INRCOG and RTC budgets noting that both had been approved by the Executive Committee. INRCOG's preliminary FY 2026 budget was presented and approved at the July Board meeting. The final INRCOG budget projects a net income of \$12,942.18 although additional revenues are anticipated as the year progresses. The RTC budget includes STA and FTA funds as part of the organization's revenue, but a majority of funding will come from Medicaid with total revenues expected to be higher than in FY 2025. The budget also includes a breakdown of vehicle and insurance expenses. Motion by Geerts, seconded by Schildroth, to approve the INRCOG and RTC Fiscal Year 2026 budgets, as presented. Motion carried unanimously.

Board members then gave updates of their local projects.

In other business, Schoon noted that INRCOG and RTC are in the midst of the FY 2025 Audit; an outline of the auditing process is available on request. A draft of the audit is expected to be received in the first week of November with presentation at the December Board meeting for consideration.

There being no further business, motion by Geerts, seconded by Laylin, to adjourn the meeting at 12:40 p.m. Motion carried unanimously.

Respectfully submitted,

Brian Schoon
Acting Secretary