

**Siouxland Regional Transit System (SRTS)**  
Board of Directors Meeting  
Minutes  
May 19, 2016  
10:30 A.M.  
1122 Pierce Street, Sioux City, Iowa

**MEMBERS PRESENT:**

Mark Monson, Vice Chair	Woodbury County
Brady Hanson	Monona County
Don Kass	Plymouth County
Rhett Leonard	Ida County

**STAFF PRESENT:**

Michelle Bostinelos, Executive Director	SIMPCO
Curt Miller, SRTS Transit Director	SIMPCO
Bill Cole, Finance Director	SIMPCO
Dawn Kimmel, Mobility Manager	SIMPCO
Emily Coppock, Administrative Assistant	SIMPCO

The Board of Directors met on Thursday, May 19, 2016 at 10:30 a.m. in the Meisner Conference Room at 1122 Pierce Street, Sioux City, Iowa. A quorum was present.

*Vice Chair, Mark Monson called the meeting to order at 10:30 a.m.*

- I. **Approval of the Agenda** – Vice Chair Mark Monson asked for approval of the May 19, 2016 agenda as presented.

*Brady Hanson moved to approve the agenda, seconded by Rhett Leonard. Motion carried all ayes.*

- II. **Approval of the Minutes** – Vice Chair Monson asked if there were any corrections to the minutes of the March 31, 2016 SRTS Board of Directors minutes.

*Brady Hanson moved to approve the minutes from the March 31, 2016 SRTS Board of Directors meeting, seconded by Don Kass. Motion carried all ayes.*

- III. **Financial Report, March 31, 2016** – Bill Cole presented the financials as of March 31, 2016. Discussion was held regarding expenditures including purchasing of a new bus, over time for drivers due to shortage, and pay increase for drivers. Mr. Miller reported the trip times, mileage, and billing are more accurate now with the new software that was implemented last fall for drivers. Bill reported the total expenditure for SRTS was \$2,206,710 year to date as of 03-31-2016.

*Rhett Leonard moved to approve the financial report presented to reflect up until March 31, 2016, seconded by Brady Hanson. Motion carried all ayes.*

- IV. **FY 2017 Budget** – Bill Cole presented the FY 2017 budget. Bill reported that due to an increase in ridership and an increase in the revenue per ride for each client that there will be a surplus of cash on the SRTS side. He there will need to be a way to figure out how to utilize those extra funds to keep our nonprofit status. Discussion held regarding budget for FY 2017.

*Don Kass moved to approve the FY 2017 Budget as presented, seconded by Brady Hanson. Motion carried all ayes*

**FY 2017 Cost Allocation Plan** – Bill Cole presented the FY 2017 Cost Allocation Plan and each section including the essential ingredients of the cost allocation plan, the results of our cost allocation plan, indirect cost proposal, financial management, and the FY 17 indirect cost rate proposal.

Don Kass moved to approve the FY 2017 Cost Allocation Plan, seconded by Rhett Leonard. Motion carried all ayes.

- V. **Operations Update** – Curt Miller reported updates on staff, facility and building operations. Discussion was held.
- VI. **Drug and Alcohol Policy** – Curt presented the updated Drug and Alcohol Policy and noted we need to bring it up to state and federal guidelines.

*Brady Hanson moved to approve the Drug and Alcohol Policy and resolution 2016-4 Drug and Alcohol Policy, seconded by Rhett Leonard. Roll call vote was held Monona, Woodbury, Plymouth, and Ida County all ayes. Motion carried.*

- VII. **Contracts** – Curt Miller presented the contract list for SRTS services including the different company and rate per hour per vehicle from July 1, 2016 through June 30, 2017.
- VIII. **Mobility Manager Update** – Dawn Kimmel provided an update on current projects promoting SRTS services to various communities.

- IX. **Building Update** – Covered in Operations update. No discussion.
- X. **Other Comments** – Noted next meeting to be June 23, 2016 via conference call.
- XI. **Adjournment** – Don Kass moved to adjourn the meeting. *Mark adjourned the meeting at 11:25 p.m.*