

**Minutes**  
**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**Executive/Finance Committee**

**Thursday, July 12, 2018**  
**7:30 a.m.**

**Kahill's Restaurant**  
**Delta Hotels by Marriott, 385 East 4<sup>th</sup> Street, South Sioux City, Nebraska**

**Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Dan Moore	Council Member	Sioux City, IA

**Staff Present:**

Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Curt Miller	Transit and Facilities Manager	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

Chair Jon Winkel called the meeting to order at 7:30 a.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the July 12, 2018 agenda.

***Dan Moore moved to approve the agenda as presented, seconded by Lance Hedquist. Motion carried.***

2. **APPROVAL OF MINUTES:**

**a. June 14, 2018:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

***Lance Hedquist moved to approve the regular meeting minutes as presented, seconded by Mark Monson. Motion carried.***

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet.

A services survey has been sent to members, potential members and stakeholders. The survey will close at the end of the month and results will be presented at a future meeting.

The SIMPCO newsletter now includes a "Member Spotlight". Each month a member community will be featured.

Community and Economic Development projects Ms. Bostinelos highlighted included the Hazardous Materials Commodity Flow study for the Region IV Local Emergency Planning Committee (LEPC), comprehensive plans for the cities of Mapleton and Ute, continuing work with the cities of Blencoe and Mapleton on Community Development Block Grant (CDBG) projects as well as working with the cities of Ute and Solider on CDBG applications and hosting public input meetings for the U.S. Highway 20 Economic Development Study.

Transportation projects highlighted included the Southbridge IJR and completion of the Transportations Improvement Program (TIP) for the Metropolitan Planning Organization (MPO) and Siouxland Regional Transportation Planning Association (SRTA).

Staff is working with the Greater Siouxland Task Force (GSTF) on potential funding for a regional housing study. The study would encompass communities along Highway 75 with the purpose of providing communities and developers' information to identify what type of housing is needed.

**a. Missouri River Recovery Implementation Committee (MRRIC) Board/Committee Vacancies:** Ms. Bostinelos reported MRRIC is accepting applications to fill 4 vacancies. Interest categories with possible openings are environment/conservation, navigation, recreation and fish/wildlife. The application along with an endorsement letter is due by July 27, 2018. Typically there are 3 to 4 MRRIC meetings held per year in Omaha or Kansas City with Committee meetings conducted monthly/bi-monthly by conference call/webinar. Don 'Skip' Meisner is currently SIMPCO's representative on MRRIC serving on the Water Supply Committee. He volunteers his time and is reimbursed for travel expenses. Ms. Bostinelos noted Mr. Meisner would like to have someone take over his duties as representative. Discussion followed.

The Committee was concerned about adding this responsibility to Ms. Bostinelos' already busy schedule and proposed making an effort to find someone else who would like to serve. Discussion followed and possible persons of interest were suggested. Members asked staff to contact those persons to see if they would like to serve before submitting an application for Ms. Bostinelos.

Ms. Bostinelos reported the Iowa Department of Natural Resources has accepted SIMPCO's invitation to host the State Interagency Missouri River Authority meeting. The meeting will be held on October 24, 2018, at The Betty Strong Encounter Center in Sioux City. The Department has requested SIMPCO's Water Resource Committee provide a presentation.

**4. FINANCE:**

**a. May 31, 2018 Financial Reports:** Finance Director Bill Cole provided members with updated financials that included June 30, 2018. He reviewed the financial summary of fund balances and reported total revenues for the SIMPCO Divisions at \$1,737,267 with expenditures of \$1,622,314 for a balance of \$114,953. He noted the June reports take into account all information for fiscal year-end with the exception of a few expenses that have not been received for Siouxland Regional Transit System (SRTS).

Mr. Cole also reported Jill Baker from King, Reinsch, Prosser & Co LLP will be doing some preliminary audit work for fiscal year 2018 in August. Field audit work has been scheduled for the week of October 15, 2018.

**Mark Monson moved to accept the June 30, 2018 financial reports and recommend approval to the Board of Directors, seconded by Dan Moore. No further discussion. Motion carried.**

5. **SIMPCO/SIOUXLAND REGIONAL TRANSIT SYSTEM (SRTS) 25 YEAR FINANCIAL MODEL:** Mr. Cole reported the 25-year financial model that was developed as a collaborative effort with Jason Kvidera, Sergeant Bluff Finance Director, served as a helpful tool in determining the building cash flow. Based on assumptions from the model, applying for BUILD grant funds is feasible.

**a. U.S. Department of Transportation Grant Application/Better Utilizing Investments to Leverage Development (BUILD):** Transit Director Curt Miller reported the SRTS Board of Directors has approved submitting the BUILD grant.

6. **CONTRACTS:** There were no contracts to present at this time.

7. **EXECUTIVE/FINANCE COMMITTEE AND BOARD OF DIRECTORS OFFICER ELECTION:**

**a. Vice Chairperson (Nomination of Dan Moore):**

**Lance Hedquist moved to approve the nomination of Dan Moore as Vice Chairperson, seconded by Mark Monson. Motion carried.**

**b. Secretary (Nomination):** Ms. Bostinelos asked if there were any suggestions for the open position. She would like to diversify and involve people who have not served.

8. **OTHER COMMENTS:** The next meeting is scheduled for Thursday, August 9, 2018, 7:30 a.m., Kahill's Restaurant, South Sioux City.

9. **ADJOURNMENT: Dan Moore moved to adjourn the meeting seconded by Lance Hedquist. Motion carried.** Chair Winkel adjourned the meeting at 8:20 a.m.