

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

**Thursday, September 13, 2018
7:30 a.m.**

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

Present:

Dan Moore, Vice Chair	Council Member	Sioux City, IA
Lesa Cropley, Secretary	Council Member	North Sioux City, SD
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Mark Monson	Planning & Zoning Commission	Sergeant Bluff, IA
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Lupe Gonzales	Council Member	South Sioux City, NE

Staff Present:

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

In the absence of Chair Jon Winkel, Vice Chair Dan Moore called the meeting to order at 7:30 a.m. A quorum was present.

Vice Chair Moore welcomed new Executive/Finance Committee member Lesa Cropley.

1. **APPROVAL OF THE AGENDA:** Vice Chair Moore asked if there were any additions or corrections to the September 13, 2018 agenda.

Lance Hedquist moved to approve the agenda as presented, seconded by Mark Monson. Motion carried.

2. **APPROVAL OF MINUTES:**

a. August 9, 2018: Vice Chair Moore 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 Aaron Lincoln. Lesa Cropley abstained due to not being a member of the Executive/Finance Committee at that time. Motion carried.

3. **FINANCE:**

a. July 31, 2018 Financial Reports: Finance Director Bill Cole provided an overview of the financial reports included in the meeting packet. As of July 31, 2018, revenues for all SIMPCO Divisions total \$333,428 and expenditures \$116,643 for a balance of \$216,785. He noted the indirect cost rate approved for fiscal year 2019 (July 1, 2018-June 30, 2019) is 59.91% of direct salaries/wages and fringe benefits. Also, he noted Siouxland

Regional Transit System's contract income is slightly below budget due to no school transportation provided during the summer months.

The Committee asked staff to confirm Iowa laws are not being violated by providing a meal at no cost to members of the Board of Directors.

Mr. Cole reported a total of \$172,353.10 in membership dues for fiscal year 2019 has been received to date. Several Woodbury County communities have indicated they are planning to rejoin and will issue payment once the Woodbury County Board of Supervisors have made a decision on paying ½ of community dues again this year. The cities of Dakota City, Danbury and Smithland have indicated they will not be renewing their membership in fiscal year 2019. Discussion followed.

Due to time constraints Vice Chair Moore moved agenda item 5 ahead forward.

5. **HUD ON-SITE REVIEW:** Executive Director Michelle Bostinelos provided an overview of findings from the July on-site review of the Section Eight Management Assessment Program administered by Northeast Nebraska Joint Housing Agency (NNJHA). She reported staff followed-up with HUD to learn of expectations regarding corrective actions and determined there are three different options to address HUD's issues and concerns: 1) continue to house NNJHA and address all issues; 2) contract the program or part of the program to another Nebraska Public Housing Agency (PHA), 3) have the program absorbed or consolidated with another Nebraska PHA. Discussion followed on each of the options.

Lance Hedquist moved to recommend to the Board of Directors consolidation of the NNJHA program with another Nebraska PHA and termination of the program administration contract between SIMPCO and NNJHA, seconded by Lesa Cropley. No further discussion. Motion carried.

Vice Chair Moore exited the meeting at 8:12 a.m. and Secretary Lesa Cropley assumed the role as Chair.

4. **CONTRACTS:** Executive Director Michelle Bostinelos presented the following contracts for recommendation to the Board of Directors for approval.
 - a. City of Westfield to complete a Comprehensive Plan, Total \$5,000, August 2018 through March 2019

Ms. Bostinelos reported Regional Planner Nicole Petersen will be the lead on the project.

Mark Monson moved to approve contract a. as presented, seconded by Aaron Lincoln. Motion carried.

- b. Plymouth County Emergency Management Agency, services for the development of the Plymouth, Woodbury, Monona, Cherokee and Ida County(s) Regional Multi-Jurisdictional Hazard Mitigation Plan, Total \$120,020 (Federal \$90,015; Local \$30,005, July 11, 2018 – May 11, 2020

Members discussed the regional hazard mitigation plan and issues with timely completion of the past county multi-jurisdictional plans. Ms. Bostinelos noted there will be one specific staff person assigned to the plan and this will be the main focus until completion. Also, there is now adequate support staff to provide assistance.

Mark Monson moved to recommend to the Board of Directors approval of contract b. as presented, seconded by Aaron Lincoln. No further discussion. A roll-call vote was conducted: Moore (Aye), Cropley (Aye), Hedquist (Nay), Monson (Aye), Lincoln (Aye), and Gonzales (Aye). Motion carried with 5 Ayes and 1 Nay.

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

Ms. Bostinelos and Regional Planning Director Jacob Heil attended the Nebraska Regional Officials Council (NROC) staff retreat on September 11-12. Land banks and solving housing issues were among the topics of discussion at the retreat.

Staff is working with the Regional Policy and Legislative Affairs Committee to finalize the agenda for the Tri-State Legislative Forum scheduled for December 7, 2018.

The ribbon cutting for the U.S. Highway 20 four-lane expansion will be held on October 19 at 3:00 p.m. in Holstein at the Boulders Inn & Suites hotel.

The final planning meeting for the U.S. Highway 20 Corridor Economic Development Study will be held on September 26 in Holstein. The final document will be presented to the Executive/Finance Committee and Board of Directors in December.

7. **OTHER COMMENTS:** The next meeting is scheduled for Thursday, October 11, 2018, 7:30 a.m., Kahill's Restaurant, South Sioux City.
8. **ADJOURNMENT: Mark Monson moved to adjourn the meeting, seconded by Aaron Lincoln. Motion carried.** Secretary Cropley adjourned the meeting at 8:36 a.m.