

**Minutes**  
**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**Board of Directors Meeting (#507)**

**Thursday, August 9, 12:00 p.m.**

**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**1122 Pierce Street, Sioux City, IA 51105**

**Board of Directors Members Present:**

|   |                      |                       |
|---|----------------------|-----------------------|
| Jon Winkel, Board Chair                           | Mayor                | Sergeant Bluff, IA    |
| Dan Moore, Board Secretary                        | Council Member       | Sioux City, IA        |
| Don Kass ( <i>Substitute for Craig Anderson</i> ) | Supervisor           | Plymouth County, IA   |
| Ken Beaulieu                                      | Board Chair          | Dakota Dunes CID, SD  |
| Connie Ludvigson                                  | Mayor                | Holstein, IA          |
| Lesa Cropley                                      | Council Member       | North Sioux City, SD  |
| Mark Monson                                       | P & Z Commissioner   | Sergeant Bluff, IA    |
| Craig Schmidt                                     | Mayor                | Cherokee, IA          |
| Jeff Simonsen                                     | Supervisor           | Cherokee County, IA   |
| Steve Warnstadt                                   | Government Relations | WITCC, Sioux City, IA |
| Creston Schubert                                  | Supervisor           | Ida County, IA        |
| Keith Radig                                       | Supervisor           | Woodbury County, IA   |
| Lupe Gonzalez                                     | Council Member       | South Sioux City, NE  |
| Kelly Kreber                                      | Mayor                | Hinton, IA            |
| Mike Tadlock                                      | Mayor                | Westfield, IA         |

**Guests/Staff Present:**

|                     |                          |             |
|---------------------|--------------------------|-------------|
| Michelle Bostinelos | Executive Director       | SIMPCO      |
| Bill Cole           | Finance Director         | SIMPCO      |
| Curt Miller         | Transit Director         | SIMPCO/SRTS |
| Ellen Dirks         | Staff Accountant         | SIMPCO      |
| Jacob Heil          | Planning Director        | SIMPCO      |
| Nicole Peterson     | Regional Planner         | SIMPCO      |
| Dawn Kimmel         | Regional Planner         | SIMPCO      |
| Bernice Beaulieu    | FSS Coordinator          | SIMPCO      |
| Emily Coppock       | Administrative Assistant | SIMPCO      |

Board of Directors Chair, Jon Winkel, called the meeting to order at 12:00 p.m. Members were led in the Pledge of Allegiance. A Board of Directors quorum was present.

- 1. APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the August 9, 2018 agenda.

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

2. **APPROVAL OF MINUTES:**

**a. Board of Directors Minutes #506 of May 10, 2018:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

**Mark Monson moved to approve the regular meeting minutes as presented, seconded by Ken Beaulieu. Motion carried with Don Kass abstaining.**

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

Ms. Bostinelos reported the various ways members can keep up to date with SIMPCO staff, projects, and events by subscribing to the SIMPCO newsletter and updates. Ms. Bostinelos also asked the board members to fill out the SIMPCO services survey that will be included in newsletters and sent via email.

Michelle also noted letters were sent to the following organizations requesting the opportunity to host the following meetings.

**a. Host Corps of Engineers Spring/Fall Operating Plan Meeting** – no response yet

**b. Host State Interagency Missouri River Authority Meeting** – proposing to host meeting at The Betty Strong Encounter Center on October 24, 2018 from 9:00 a.m. – 1:00 p.m.

4. **FINANCE:**

**a. June 30, 2018 Financials:** Finance Director Bill Cole reviewed the summary of fund balances as of June 30, 2018. He reported total revenues of \$286,403 with total expenditures of \$214,601 for an excess balance of \$71,802. Bill discussed each fund balance and variances between FY 2017 and FY 2018. Discussion followed.

**Jeff Simonsen moved to approve the financials as presented, seconded by Mark Monson. Motion carried.**

**b. FY 2019 Salary Schedule:** Bill Cole reported the salary schedule for FY 2019 would increase 3% if approved. Bill noted these salary wages are comparable to COGs around the area. Bill also noted this salary schedule was brought to the Finance-Executive Committee in June 2018 who then made a positive recommendation to the Board of Directors for approval.

**Dan Moore moved to approve the salary schedule as presented, seconded by Ken Beaulieu. Motion carried.**

**c. Associate Program versus Partnership Program:** Michelle Bostinelos presented the Board with a memo comparing the Associate Membership currently in place versus the partnership program SIMPCO is interested in. Michelle noted that on March 9, 2017, the SIMPCO Board of Directors approved a revised associate membership program for the organizations. Associates are recognized as affiliates of SIMPCO and have access to SIMPCO plans and services. Michelle noted the Partnership Program would be in addition to the Associate Membership but would mean that participants would not be

considered members but would instead, partners that pledge to the organization. Participation in this program would not allow organizations to sit on the Board of Directors nor receive SIMPCO services. Michelle also noted that further promotion of the Associate Memberships and/or the creation of a Partnership Program would increase unrestricted funds to the organization which would be used as match funds for state/federal grants, workshops, or as reserve funds. Michelle reported that the SIMPCO Executive-Finance committee made a positive recommendation to pursue advertisement of the Associate Program and to pursue the development of a Partnership Program. Discussion followed.

**Mark Monson moved to approve the continuation of the Associate Program and the implementation of the Partnership Program, seconded by Lesa Cropley. Motion carried.**

**d. IT Network Server Replacement, Netsys+ Estimate:** Curt Miller, Transit Director, informed the Board that SIMPCO has 2 main servers in the building that are in need of replacement/upgrades. Curt presented the Board with an estimate from Netsys+ for two new Dell servers, software, and installation in the amount of \$22,891.00. Curt noted the cost would be split between SIMPCO and SRTS and should be good for 5+ years.

**Jeff Simonsen moved to approve the replacement of SIMPCO servers, seconded by Keith Radig. Motion carried.**

5. **U.S. Department of Transportation Grant Application/Better Utilizing Investments to Leverage Development (BUILD):** Curt Miller informed the Board of the grant application for a new SRTS/SIMPCO building for more adequate operations. Curt advised the board that SRTS has submitted the application and will hear whether or not they were awarded by December 2018. Letters of support and a feasibility study were included with the application. If awarded Curt noted they will be eligible for 100% federal funds.
6. **Contracts:** Michelle Bostinelos presented the following contracts for approval from the Board.
  - a. U.S. Department of Commerce for \$70,000 Federal, \$70,000 local match for Economic Development Planning Assistance, Total \$140,000 for July 1, 2018 to June 20, 2019.
  - b. Iowa Department of Transportation, Urban Transportation Planning: FHWA PL \$258,088 Federal; FTA 5305d \$60,426; Local \$79,629; Total \$398,143-July 1, 2018 to June 30, 2019.
  - c. Iowa Department of Transportation, Rural Transportation Planning: FHWA STBG \$90,539 Federal, FTA 5311 \$24,203 Federal, SPR \$24,060 State, \$34,701 Local, \$173,503 Total July 1, 2018 to June 30, 2019.
  - d. Nebraska Department of Roads, Urban Transportation Planning; FHWA FTA 5305d \$9,160 Federal; FHWA PL \$127,439; Local; \$34,150 Total \$170,749-July 1, 2018 to June 30, 2019.

**Jeff Simonsen moved to approve the contracts presented, seconded by Don Kass. Motion carried.**

**7. Executive/Finance Committee and Board of Directors Officer Election:**

**a. Vice Chairperson:**

Resignation of Oscar Gomez as Vice Chair

**Mark Monson moved to approve the resignation of Oscar Gomez as Vice Chair, seconded by Don Kass. Motion carried.**

Nomination of Dan Moore as Vice Chair

**Mark Monson moved to approve the nomination of Dan Moore as Vice Chair, seconded by Lesa Cropley**

**b. Secretary:**

Resignation of Dan Moore as Secretary

**Dan Moore moved to approve the resignation of Dan Moore as Secretary, seconded by Don Kass. Motion carried**

Nomination of Lesa Cropley as Secretary

**Don Kass moved to approve the nomination of Lesa Cropley as Secretary, seconded by Dan Moore. Motion carried.**

**8. Other Comments:** Tentative Meeting Dates: October 11, 2018 and December 13, 2018

**9. Adjournment:** **Lesa Cropley moved to adjourn the Board of Directors meeting, seconded by Don Kass.** Chair Winkel adjourned the meeting at 1:35 p.m.