

Draft Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Board of Directors Meeting (#554)
Thursday, September 11, 2025, 12:00 p.m.
SIMPCO, 6401 Gordon Drive, Sioux City, Iowa

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Supervisor	Dakota Dunes CID, SD
Shane Bellefy	Supervisor	Cherokee County, IA
Pat Bunt	Mayor	Marcus, IA
Julie Burhoop	Commissioner	North Sioux City, SD
Scott Linden	Mayor	Moville, IA
Mark Monson	P & Z Commissioner	Sergeant Bluff, IA
Vince Phillips	Supervisor	Monona County, IA
Craig Schmidt	Mayor	Cherokee, IA
Katie Towler	Director	Northeast Community College
Devlun Whiteing	Supervisor	Ida County, IA

Non-voting Members/Staff/Guests Present:

Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Michelle Bostinelos	Executive Director	SIMPCO
Joshua Bush	Finance Director	SIMPCO
Corinne Erickson	Regional Planning Mngr.	SIMPCO
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO/SRTS

Chair Jon Winkel called the meeting to order at 12:00 p.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the September 11, 2025 regular meeting agenda.

Ken Beaulieu moved to approve the September 11, 2025 regular meeting agenda as presented, seconded by Craig Anderson. Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**

a. Board of Directors Regular Meeting #553, June 26, 2025: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Mark Monson moved to approve the regular meeting minutes of June 26, 2025 as presented, seconded by Craig Anderson. Motion carried. [Unanimous]

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

a. SIMPCO Board of Directors Strategic Planning/Visioning Session: Ms. Bostinelos reported the last strategic planning session with the Board of Directors was held on September 15, 2022. Since the timeline for these sessions was recommended to be every three years, the Executive/Finance Committee suggested staff proceed with scheduling the next session.

Ms. Bostinelos reported Abbie Gaffey will facilitate a two-hour session from 9:30 a.m. to 11:30 a.m. prior to the Board of Directors meeting on November 13, 2025 at 12:00 p.m.

She noted the strategic session will focus on state and federal funding and new partnerships. Discussion followed. She noted since participation in the strategic planning session would be difficult via Zoom, the session and following Board of Directors meeting will be held in-person only.

b. Iowa Public Information Board, Open Meetings, Iowa Chapter 21.12 Training:

Ms. Bostinelos reported Iowa House File 706 which pertains to open meetings and open records went into effect July 1, 2025. This bill requires newly elected or appointed public officials to complete a training course regarding open meetings and open records responsibilities. Legal counsel was contacted about this requirement and the recommendation was to have all newly elected and appointed members of SIMPCO board and committees take the required training, including members residing in other states so they are aware of Iowa laws.

Ms. Bostinelos noted the Iowa Public Information Board (IPIB) is overseeing training requirements and are offering an online class at no charge. IPIB is also overseeing training and certification for additional entities to provide classes. Iowa State University Extension and Outreach is now offering classes for a small fee, and the Iowa Council of Governments (ICOG) is looking into Council of Governments providing training as a service to members.

The Executive/Finance Committee approved the recommendation to have all newly elected and appointed officials pursue the open meetings and open records training as required in Iowa House File 706. The Committee also requested SIMPCO staff track records/certificates of training completed by officials. .

Devlun Whiteing moved to approve the recommendation of the Executive/Finance Committee and have all newly elected and appointed officials pursue the open meetings and open records training as required in Iowa House File 706; and to also track records/certificates of training completed by officials, seconded by Vince Phillips. Motion carried. [Unanimous]

4. FINANCIAL UPDATE:

a. June 30, 2025 Financial Reports: Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$2,516,264 and expenditures \$2,380,954 for a balance of \$135,310 as of June 30, 2025. The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

b. July 31 – August 31, 2025 Financial Reports: Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$489,295 and expenditures \$259,910 for a balance of \$229,385 as of August 31, 2025. The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

Ken Beaulieu moved to accept the recommendations of the Executive/Finance Committee and approve the June 30, 2025 and July 31-August 31, 2025 financial reports as presented, seconded by Pat Bunt. No further discussion. Motion carried. [Unanimous]

5. COMMUNITY SERVICES CONTRACTS: Ms. Bostinelos presented contracts a. through d. for approval. She noted the Executive/Finance Committee has reviewed and recommends approval as presented.

- a. City of Castana, Iowa, for administration of their Community Development Block Grant (Water/Sewer), total not to exceed \$28,000
- b. City of Larrabee, Iowa, for administration of their Community Development Block Grant (Water/Sewer), total not to exceed \$28,000
- c. Woodbury County, Iowa, Conservation Board to complete a Needs Assessment Survey, total cost \$10,160
- d. Nebraska Department of Transportation, Urban Transportation Planning; FHWA FTA 5303 \$15,509 Federal; July 1, 2025 to June 30, 2026

Craig Anderson moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. through d. as presented, seconded by Pat Bunt . Motion carried. [Unanimous]

- 6. Revised Village of Emerson, Community Development Block Grant (CDBG) Downtown Revitalization:** Ms. Bostinelos reported the contract to administer this CDBG award was initially approved at the January 16, 2025 meeting. The Nebraska of Economic Development is requesting submittal of separate agreements for the General Administration and Construction Management sections of the original agreement. She noted there are no budgeted changes with the agreements presented for recommendation of approval.

a. General Administration (no budgeted changes): Ms. Bostinelos reported the Executive/Finance Committee approved the recommendation to approve as presented.

b. Construction Management (no budgeted changes): Ms. Bostinelos reported the Executive/Finance Committee approved the recommendation to approve as presented.

Craig Anderson moved to accept the recommendation of the Executive/Finance Committee and approve the Village of Emerson General Administration and Construction Management agreements as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]

- 7. OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Thursday, November 13, 2025 at 12:00 p.m., in person only at SIMPCO, 6401 Gordon Drive, Sioux City, Iowa.
- 8. ADJOURNMENT:** Ken Beaulieu moved to adjourn the meeting, seconded by Craig Anderson. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 1:02 p.m.