

Siouxland Regional Transit System (SRTS)
Board of Directors
Meeting Minutes
Thursday, May 22nd , 2025, 10:00 a.m.
Held In-Person & via Zoom originating from the
SRTS/SIMPCO Office at 6401 Gordon Drive, Sioux City, IA

MEMBERS PRESENT:

Vince Phillips, Chairman	Monona County, Iowa
Devlun Whiteing, Vice Chairman	Ida County, Iowa
Shane Bellefy	Cherokee County, Iowa
Dave Dietrich	Woodbury County, Iowa

STAFF PRESENT:

Michelle Bostinelos, Executive Director	SIMPCO
Brian Pearson, Transit Director	SIMPCO/SRTS
Joshua Bush, Finance Director	SIMPCO
Emily Guthrie, Executive Assistant	SIMPCO

The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, May 22, 2025, at 10:00 a.m. via Zoom and in person at 6401 Gordon Drive, Sioux City. A quorum was present.

Chairman, Vince Phillips called the meeting to order at 10:08 a.m. A quorum was present.

- I. **Approval of the Agenda** –Chairman, Vince Phillips, asked if there were any additions or corrections to the May 22, 2025, included in the meeting packet.

Dave Dietrich moved to approve the agenda as presented, seconded by Vince Phillips. Motion carried all ayes.

- II. **Approval of the Minutes** – Chairman, Vince Phillips asked if there were any additions or corrections to the March 27, 2025, regular meeting minutes included in the meeting packet.

Dave Dietrich moved to approve the March 27, 2025 meeting minutes as presented, seconded by Shane Bellefy. Motion carried all ayes.

- III. **Directors Report** – Brian Pearson, SRTS Transit Director, provided an update on transit and facility projects and activities since March 27, 2025, as detailed in the Director's Report included in the meeting packet.

Dave Dietrich moved to approve the Directors Report as presented, seconded by Vince Phillips. Motion carried all ayes.

IV. Financials –

a. March 31, 2025 – Joshua Bush, Finance Director, noted SIMPCO new accounting software (Sage Intacct) went live May 1st, 2025. Future reports will no longer be in spreadsheet format but will be presented as formal reports. The overall structure and key information will remain consistent, just in a different presentation. Joshua Bush, Finance, presented the SRTS financials through April 30, 2025, included in the meeting packet. Joshua reported total revenue YTD as \$2,138,581 and total expenditure as \$2,440,803 for a net of (\$302,222).

Dave Dietrich moved to approve the financials as presented, seconded by Devlun Whiteing. Motion carried all ayes.

- b. FY 2026 Proposed Salary Schedule**– Joshua Bush, Finance Director, presented the FY 2026 Proposed Salary Schedule for review and approval. Joshua noted changes to the FY 2026 proposed schedule include increasing salary range for the Custodian position to \$15 - \$21 per hour and Facility Fleet Maintenance position to \$18 - \$24 per hour.

Dave Dietrich moved to approve the FY 2026 proposed salary schedule as presented, seconded by Shane Bellefy. Motion carried all ayes.

- c. FY 2026 Proposed Budget**– Joshua Bush, Finance Director, presented the FY 2026 Proposed Budget for review and approval. Josh reported the total estimated revenue for FY 2026 as \$5,646,341 and total estimated expenditures as \$5,336,214 for the total revenue over expenses as \$301,127. The estimated fiscal year balance recognizes a trend of driver increase, which has led to some contract changes, shifting focus of service area. Increase in revenue is mainly due to contracts between Paratransit and SRTS.

An additional \$45,000 has been budgeted, based on projected utility insurance and building services paid by SIMPCO to SRTS.

Dave Dietrich moved to approve the FY 2026 Proposed Budget as presented, seconded by Devlun Whiting. Motion carried all ayes.

- d. FY 2026 Cost Allocation Plan**– Joshua Bush, Finance Director, presented the FY 2026 Cost Allocation for review and approval. Josh noted this plan identifies allowable costs for allocation of indirect expenses to programs. The proposed FY 2026 indirect cost rate is 64.00% of direct salaries, wages, and benefits. Joshua noted SIMPCO Board of Directors had approved the Plan.

Dave Dietrich moved to approve the FY 2025 Proposed Cost Allocation Plan as

Presented, seconded by Vince Phillips. Motion carried all ayes.

- V. **Iowa DOT Contract** – Brian Pearson presented the contract is for funds that were transferred from Nebraska for the Dakota County growth which has been successful the last 3 years.

- a. **Iowa Department of Transportation SFY25 Non-Urban Operating Assistance Contract #0008554, Agreement #2025-007-01-01-FFY24, (July 1, 2024, through June 30, 2025),**

Dave Dietrich moved to approve the Iowa DOT Contract as presented, seconded by Vince Phillips. Motion carried all ayes.

- VI. **ICAP Agency of Record on Auto Coverage**– Brian Pearson requested approval to switch the auto insurance coverage for SRTS buses from Holmes and Murphy to IBC. Currently, IBC manages our building coverage, and consolidating the auto coverage under IBC would streamline SRTS insurance management.

Dave Dietrich moved to approve the switch to IBC for ICAP as presented, seconded by Devlun Whiting. Motion carried all ayes.

- VII. **SRTS Live Broadcasting Advertising for Ridership Growth (3-month Contract)** - Brian Pearson outlined advertising strategies for KCAU and KTIV to support SRTS services, which aim to promote and grow with 35,000 trips over the next year, aided by the current increase in SRTS drivers.

Brian Pearson recommended KTIV would provide better exposure with 4 to 6 times the viewership of KCAU, utilizing 30-second videos and up to 2-minute spotlight segment. KTIV offers their digital streaming channels and website. The proposed contract would begin in June, spanning three months, with up to 20 showings each month within and outside the SRTS service area.

- a. **KCAU - \$1,100/month, total of \$3,300**
b. **KTIV - \$1,470/month, total of \$4,410**

Dave Dietrich moved to approve a 3-month advertising contract with KTIV as presented, seconded by Shane Bellefy. Motion carried all ayes.

- VIII. **First Amendment and Extension Option One Contract for Paratransit Demand Response Services Between SRTS and City of Sioux City, Cost per trip \$31.00, Cost per shuttle trip \$11.25, Cost per school student trip \$20 and Additional \$1 administrative fee per trip for Medicaid and Medicare trips (July 1, 2025, through June 30, 2026)**

Dave Dietrich moved to approve contract for Paratransit Demand Response Services, seconded by Shane Bellefy. Motion carried all ayes.

IX. Training Room Quote -

a. Netsys+ Camera/Microphone System for Training Room - Joshua Bush presented a quote for Netsys+ to the board for approval. The current issues in the training room include occasional blurry video and difficulty hearing clearly. To resolve these problems, SIMPCO contacted Netsys+, a third-party service provider, who recommended a new solution that is ideal for our building. The quote received approval from the SIMPCO Finance Committee. The cost of the new system will be shared equally, with a 50/50 split between SRTS and SIMPCO.

Dave Dietrich moved to approve the training room, quote for Netsys+ as presented, seconded by Shane Bellefy Dietrich. Motion carried all ayes.

II. Service Contracts –

- a. City of Le Mars at \$8,400 to provide transportation \$3.50 for curb-to-curb or \$6.00 for door-to-door service from July 1, 2025, through June 30, 2026
- b. City of Sergeant Bluff at \$3.00 per passenger per trip to provide transportation services within city limits from July 1, 2025, through June 30, 2026
- c. Mid-Sioux Opportunity, Inc. at \$6 per trip if using SRTS and \$4.75 per trip if using Mid- Sioux bus to provide client transportation from July 1, 2025, through June 30, 2026
- d. Mid-Step Services at \$7 per trip to provide client transportation and trips in the Rural areas that are up to seven (7) miles will be charged at a local door-to-door rate of \$7.00/Le Mars \$6.00 from July 1, 2025, through June 30, 2026
- e. Siouxland Pace at \$7 per trip to provide client transportation and trips in the Rural areas that are up to seven (7) miles will be charged at a local door-to-door rate of \$7.00/Le Mars \$6.00 from July 1, 2025, through June 30, 2026
- f. Danbury Catholic at \$6.00 per trip to provide client transportation from July 1, 2025, through June 30, 2026

Dave Dietrich moved to approve Service contracts, seconded by Vince Phillips. Motion carried all ayes.

III. Other Comments – Next meeting: **Thursday, June 26, 2025, at 10:00 a.m.**

IV. Adjournment –Chairman, Vince Phillips adjourned the meeting at 11:05 a.m.