

Siouxland Regional Transit System (SRTS)

Board of Directors

Minutes

March 21, 2019

10:15 a.m.

MEMBERS PRESENT:

Rhett Leonard, Chair	Ida County
Keith Radig, Vice Chair	Woodbury County
Wane Miller	Cherokee County
Don Kass (<i>Substitute for Gary Horton</i>)	Plymouth County
Tammy Bramley	Monona County

STAFF PRESENT:

Michelle Bostinelos, Executive Director	SIMPCO
Curt Miller, Transit Director	SIMPCO/SRTS
Bill Cole, Finance Director	SIMPCO
Emily Coppock, Administrative Assistant	SIMPCO

STAFF PRESENT:

Cody Hankerson, Representative	Congressman Eric Swalwell
Brenda Miller	

The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, March 21, 2019, at 10:15 a.m. SIMPCO, 1122 Pierce Street, Sioux City, Iowa.

Chair Rhett Leonard called the meeting to order at 10:15 a.m.

- I. **Approval of the Agenda** – Chair Rhett Leonard asked if there were any additions or corrections to the March 21, 2019 agenda presented.

Keith Radig moved to approve the amended agenda presented at the meeting, seconded by Don Kass. Motion carried all ayes.

- II. **Approval of the Minutes** – Chair Rhett Leonard asked if there were any additions or corrections to the February 7, 2019, minutes presented.

Keith Radig moved to approve the minutes as presented, seconded by Tammy Bramley. Don Kass abstained. Motion carried.

- III. **Financial** –

a. **January 31, 2019** – Bill Cole presented a financial update to the board through January 31, 2019. Mr. Cole noted SRTS was at 52% of budget YTD. Bill also noted total revenue for FY 19 was \$2,154,391 noting this number was \$190,000 less than FY 18 total revenue. Mr. Cole touched on salaries being down from last FY due to monitoring over time, building and equipment capital being down as there were 3 buses purchased in FY 18, professional fees which included the audit cost that was completed early this FY, office supplies being high in October due to a

substantial amount of daily driver sheets printed but noted this will last employees a long time, and vehicle maintenance and tire repairs going down due to newer fleet of buses on the street.

Keith Radig moved to approve the financials presented, seconded by Tammy Bramley. Motion carried all ayes.

- b. **FY 2020 Budget** – Bill Cole presented the FY 2020 Budget to the board for approval noting a proposed budget of \$3,671,897. He also noted FY 2020 budget had a 1.7% increase from the FY 19 annualized budget touching on different line items as to why.

Keith Radig moved to approve the FY 2020 budget, seconded by Tammy Bramley. Motion carried all ayes.

- c. **FY 2020 Cost Allocation Plan** – Bill Cole presented the FY 2020 Cost Allocation Plan to the board noting that the SIMPCO Board of Directors approved at their last meeting. Mr. Cole went through the document explaining that this plan identifies, accumulates and distributes allowable costs to grants and contracts and identifies the procedures used in making such a distribution. This management plan sets the framework for budgeting, accounting, and financial reporting of indirect costs. Bill noted this was a yearly plan that needs reviewed and approved.

Tammy Bramley moved to approve the plan as presented, seconded by Keith Radig. Motion carried all ayes.

- IV. **Contracts and Rates** – Curt Miller reported that SRTS is working to negotiate contracts and rates with various private and public organizations. Curt is proposing to increase rates when contracts are sent out in July. He is proposing a 4-5% increase for most organizations. Mr. Miller noted he will bring back proposed increases and contracts to be approved at future meeting.

- V. **Iowa Department of Transportation – FY 2020 Consolidated Funding Application** – Curt Miller noted the application deadline as May 1, 2019 and requested approval to hold a joint public hearing meeting with Sioux City Transit on April 17, 2019 at 3:00 pm at 501 Nebraska Street in Sioux City. Curt also requested the board approve a resolution authorizing SRTS to apply for financial assistance and to enter into related contract with the Iowa DOT.

Keith Radig moved to approve the public hearing on April 17, 2019, seconded by Don Kass. Motion carried all ayes.

Don Kass moved to approve the authorizing resolution presented, seconded by Keith Radig. Roll Call Vote to follow. Rhett Leonard, Ida County: aye; Keith Radig, Woodbury County: aye; Don Kass, Plymouth County: aye; Tammy Bramley, Monona County: aye; Wane Miller, Cherokee County: aye. Motion carried.

- VI. **Iowa Department of Transportation (Iowa DOT) Agreement/Bus Purchases** – Curt Miller asked approval from the board to purchase a bus using CMAQ funds contract # 21028 for a cost of \$93,821. Curt noted he was be purchasing 12 more buses in a 2 year span once funding is allocated appropriately.

Keith Radig moved to approve the purchase using CMAQ funds, seconded by Tammy Bramley. Motion carried all ayes.

- VII. **BUILD Grant Update** – Curt Miller reported to the group that the state budget was still in process noting he has until September 2020 to get grand executed. Mr. Miller noted things are moving forward and will be working with FTA and Kansas City Regional Office along the way to complete necessary steps. More updates to come.

- VIII. **Other Comments**

- IX. **Adjournment** – Next Meeting: Thursday, May 23, 2019 at 10:15 a.m. Meeting adjournment at 11:30 a.m.