

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

Wednesday, August 7, 2019, 7:30 a.m.
SIMPCO, 1122 Pierce Street, Sioux City, Iowa

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Lesa Croyley, <i>Secretary</i>	Council Member	North Sioux City, SD
Lance Hedquist	City Administrator	South Sioux City, NE
Mark Monson	Planning & Zoning Commission	Sergeant Bluff, IA
Keith Radig	Supervisor	Woodbury County, IA

Staff Present:

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

Chair Jon Winkel called the meeting to order at 7:30 a.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the August 7, 2019 regular meeting agenda.

Dan Moore moved to approve the August 7, 2019 regular meeting agenda as presented, seconded by Keith Radig. Motion carried with all ayes.

2. **APPROVAL OF MINUTES**

a. July 10, 2019: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Mark Monson moved to approve the July 10, 2019 regular meeting minutes as presented, seconded by Keith Radig. Motion carried with all ayes.

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos highlighted current projects and staff activities from the Director Report included in the meeting packet. She also reported:
 - The Professional Developers of Iowa (PDI) Fall Conference will be held September 23-25, 2019 in Sioux City. Ms. Bostinelos will give a presentation on the *Homes for Iowa*.
 - The Tri-State Legislative Forum is scheduled for December 6 at Western Iowa Tech Community College (WITCC) in Sioux City.
 - The two open positions for Regional Planners have been filled and new employees will start on August 19 and September 3.
- a. 2019 SIMPCO and Siouxland Regional Transit System (SRTS) Holiday Gathering:** Ms. Bostinelos reported the annual holiday gathering will be held on Thursday, December 12, 2019. She provided an overview of past venues and discussed several options. Staff will check on the availability of locations and finalize plans.

4. **FINANCE:** Finance Director Bill Cole reported the June 30, 2019 financial reports were approved at the July 10, 2019 meeting, and as requested, the final June financials for SRTS were emailed to members. He noted the July financial reports are being finalized and will be presented at the September 4, 2019 meeting.

Mr. Cole reported the audit field work for fiscal year 2019 will begin on September 12, 2019.

5. **HOUSING PROGRAM:** Michelle Bostinelos reported the housing program is being brought forward for discussion due to sizeable growth and limited staff. She noted future development of this division may be a topic of discussion at tomorrow's Strategic Planning and Visioning Session with the Board of Directors.

Ms. Bostinelos introduced Housing Specialist Amanda Harper. Ms. Harper provided an overview of housing programs currently in progress referring to the outline included in the meeting packet. She discussed future grants, new funding opportunities, potential new housing programs and regional housing needs. Also discussed was the current workload of this division and consideration of additional staffing such as a housing rehabilitation technician.

The Committee asked staff to provide cost projections and a staffing proposal at the September 4, 2019 meeting.

6. **CONTRACTS:** Michelle Bostinelos presented the following contract for recommendation of approval.
 - a. Iowa Association of Councils of Governments (ICOG) Sub-Contract, Iowa Department of Public Health 5-2-1-0 Healthy Choices Count Program, \$30,000, July 1, 2019 – June 30, 2020

Dan Moore moved to recommend to the Board of Directors approval of the contract as presented, seconded by Keith Radig. Motion carried with all ayes.

7. **BUILD COMMITTEE AND GRANT UPDATE:** Transit Director Curt Miller provided an update on the progress being made on prerequisites required to execute the grant. Discussion followed.
8. **OTHER COMMENTS:** The next meeting will be held on Wednesday, September 4, 2019 at 7:30 a.m. If the Delta Hotel is unavailable due to construction, the meeting will be held at the SIMPCO office, 1122 Pierce Street, Sioux City.

Michelle Bostinelos reminded members the SIMPCO Board of Directors Strategic Planning and Visioning Session will be held tomorrow, Thursday, August 8, from 9:00 to Noon at the Long Lines Recreation Center in Sioux City. A regular Board of Directors meeting will follow at 1:00 p.m.

9. **ADJOURNMENT:** ***Lesla Cropley moved to adjourn the meeting, seconded by Dan Moore. Motion carried.*** Chair Winkel adjourned the meeting at 8:40 a.m.