

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Board of Directors Meeting (#517)
Thursday, March 12, 2020, 12:00 p.m. (Noon)
SIMPCO, 1122 Pierce Street, Sioux City, Iowa

Voting Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Board Member	Dakota Dunes CID, SD
Harlan Hansen	Mayor	Marcus, IA
Thomas Kimmel	Supervisor	Union County, SD
Kelly Kreber	Mayor	Hinton, IA
Wane Miller	Supervisor	Cherokee County, IA
Craig Schmidt	Mayor	Cherokee, IA
Steve Warnstadt	Government Relations	WITCC, Sioux City, IA
Chris Zellmer-Zant	Planning & Zoning Commission	Woodbury County, IA
Dick Kirchoff	Mayor	Le Mars, Iowa, IA
Cindy O'Neill	Planning & Zoning Commission	Sioux City, IA
Keith Radig	Supervisor	Woodbury County, IA

Non-voting/Guests/Staff Present:

Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Curt Miller	Facilities/Transit Manager	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Emily Coppock	Administrative Assistant	SIMPCO

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

- 1. Approval of the Agenda:** Chair Winkel asked if there were any additions or corrections to the March 12, 2020 regular meeting agenda.

Craig Anderson moved to approve the regular meeting agenda as presented, seconded by Ken Beaulieu. Motion carried with all ayes.

- 2. Approval of Minutes:**

a. Board of Directors Minutes #516, January 9, 2020: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Craig Anderson moved to approve the regular meeting minutes of January 9, 2020 as presented, seconded by Craig Schmidt. Motion carried with all ayes. Cindy O'Neill abstained.

3. **Director Report:** Michelle Bostinelos highlighted projects currently underway and staff activities from the Director Report included in the meeting packet.

Michelle introduced Erin Berzina as SIMPCO's new Regional Planning Director. She noted Erin Berzina formerly worked at SIMPCO as a Planner. Michelle also announced a new part-time Regional Planner, Patty Anderson noting she formerly worked at SIMPCO as a Planner as well. There is another Regional Planner position open.

Michelle reported SIMPCO will be organizing a Lunch and Learn on Iowa Abandoned Structures and Abatement of Public Nuisances law.

Michelle reported she is planning to host SIMPCO 101 meetings in March, April, and May. One meeting will be held in each county to provide elected officials an opportunity to learn more about membership benefits and funding sources.

Michelle also noted the SIMPCO Board of Directors Annual Meeting will be held May 7, 2020 at 5:30 p.m. at the Holiday Inn Express & Suites in Dakota Dunes, South Dakota. Michelle added a catered banquet will be held after the meeting at 6:30 p.m.

4. **DRAFT 2020-2024 Comprehensive Economic Development Strategy (CEDS):** Michelle Bostinelos provided an overview of the Draft 202-2024 CEDS document presented at the meeting. Michelle noted SIMPCO staff works with the U.S. EDA to compose this required plan noting this is done every 5 years. Michelle asked the board to read through the document and provide any feedback and comments asking for board approval at the May meeting.

5. **Finance:**

a. January 31, 2020 Finance Reports: Finance Director, Bill Cole, provided an overview of financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$2,051,319 and expenditures \$1,877,586 for a balance of \$173,733. He noted the Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

Keith Radig moved to approve the January 31, 2020 Finance Reports as presented, seconded by Tom Kimmel. Motion carried all ayes.

b. Proposed FY 2021 Budget: Finance Director, Bill Cole, provided an overview of the SRTS/SIMPCO Proposed FY 2021 budget included in the meeting packet. Proposed total revenue for FY 2021 total \$5,874,549 and expenditures \$5,819,362 for a fund balance-increase of \$55,187. He noted the Executive/Finance Committee has review the proposed budget and recommends approval as presented.

Keith Radig moved to approve the Proposed FY 2021 Budget, seconded by Cindy O'Neill. Motion carried all ayes.

c. Proposed FY 2021 Cost Allocation Plan: Finance Director, Bill Cole, provided an overview of the Proposed FY 2021 Cost Allocation Plan included in the meeting packet. Bill noted this plan is composed every year to identify, accumulate, and distribute allowable costs to grants and contracts and identify the procedures used in making the

distributions. He noted the Executive/Finance Committee has reviewed the Proposed FY 2021 Cost Allocation Plan and recommends approval as presented.

Ken Beaulieu moved to approve the Proposed FY 2021 Cost Allocation Plan, seconded by Craig Anderson. Motion carried all ayes.

d. 2020-1 Banking Resolution: Finance Director, Bill Cole, presented the 2020-1 Banking Resolution provided at the meeting. He noted SIMPCO was advised they needed a new corporate resolution as it had been 5 years since last updated. He stated that all signers stayed the same and only changes were names of Board members. He noted the Executive/Finance Committee reviewed the resolution and recommended approval.

Keith Radig moved to approve 2020-1 Banking Resolution, seconded by Kelly Kreber. Roll Vote: Jon Winkel – aye; Craig Anderson – aye; Ken Beaulieu – aye; Harlan Hanson – aye; Thomas Kimmel – aye; Kelly Kreber – aye; Wane Miller – aye; Craig Schmidt – aye; Steve Warnstadt – aye; Chris Zellmer-Zant – aye; Dick Kirchoff – aye; Cindy O’Neill – aye; Keith Radig – aye. Motion carried all ayes.

- 6 Resolution 2020-2 Siouxland Regional Transportation Planning Association (SRTPA) Surface Transportation Block Grant (STBG) Planning Application:** Michelle Bostinelos presented the Resolution 2020-2 SRTPA STBG Planning Application to the board for approval. She noted this application is asking for \$58,500 in planning dollars with SIMPCO committed to 20% of the total cost.

Keith Radig moved to approve Resolution 2020-2 SRTPA STBG Planning Application, seconded by Ken Beaulieu. Roll Vote: Jon Winkel – aye; Craig Anderson – aye; Ken Beaulieu – aye; Harlan Hanson – aye; Thomas Kimmel – aye; Kelly Kreber – aye; Wane Miller – aye; Craig Schmidt – aye; Steve Warnstadt – aye; Chris Zellmer-Zant – aye; Dick Kirchoff – aye; Cindy O’Neill – aye; Keith Radig – aye. Motion carried all ayes.

7. Contracts:

- a. Western Iowa Community Improvement Regional Housing Trust Fund to administer the State Housing Trust Fund agreement #20-LHTF-13 \$274,234 (State \$219,234 Local \$55,000) beginning January 1, 2020 to December 31, 2021.

Keith Radig moved to approve the WICIRHTF contract presented, seconded by Cindy O’Neill. Motion carried all ayes.

- b. Iowa Department of Public Health, Physical Activity Access Project, \$40,000, June 15, 2019 to September 30, 2020.

Ken Beaulieu moved to approve the Iowa Department of Public Health contract, seconded by Keith Radig. Motion carried all ayes.

- 8. BUILD Grant Update:** Transit Director, Curt Miller, reported once the grant has been endorsed at the federal level, it will be presented to the Siouxland Regional Transit System (SRTS) Board of Directors for approval and signature. Project construction is still anticipated to begin in the fall of 2022 with completion in the by the end of 2023.

9. Other Comments: Chair Winkel discussed the possible effects of the COVID-19 pandemic and the responsibilities of the organization to provide for its members. The Board recommends SIMPCO provide resources via the SIMPCO website and the SIMPCO monthly newsletter. Board also noted conference call meetings should be made available. Chair Winkel also noted the Annual Meeting will be Thursday, May 7, 2020 at 5:30 p.m. with a 6:30 banquet to follow.

10. Adjournment: Chair Winkel adjourned the meeting at 1:21 p.m.