

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

Wednesday, April 14, 2021, 7:30 a.m.

Members Present:

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

Staff Present:

Michelle Bostinelos	Executive Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Curt Miller	Transit/Facilities Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

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

The following statement was noted from the April 14, 2021 meeting agenda.

The members of the SIMPCO Executive/Finance Committee are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. The meeting is being held by conference/video call originating from the SIMPCO office at 1122 Pierce Street, Sioux City, Iowa. Due to the COVID19 pandemic, it is open to the public in-person AND through video/conference call. Those in person or on the call can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

- 1. APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the regular meeting agenda. Executive Director Michelle Bostinelos requested an amendment to agenda item 6.c. – total funding should be corrected to \$187,500.

Lance Hedquist moved to approve the April 14, 2021 regular meeting agenda with the requested amendment to item 6.c., seconded by Dan Moore. Motion carried.
[Unanimous]

- 2. APPROVAL OF MINUTES:**

a. March 3, 2021: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Dan Moore moved to approve the March 3, 2021 regular meeting minutes as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the Director Report included in the meeting packet.
4. **FINANCIAL UPDATE:**
 - a. **February 28/March 31, 2021 Financial Reports:** Finance Director Bill Cole provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,750,712 and expenditures \$1,486,914 for a balance \$263,798 as of March 31, 2021.

Keith Radig moved to recommend to the Board of Directors approval of the February 28/March 31, 2021 financial reports as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

5. **COMMUNITY SERVICES CONTRACTS:**

- a. City of Dakota City, Zoning Map Update, Total \$1,680, June 2021 - October/November 2021
- b. City of Ute, for administration of Iowa Community Development Block Grant (CDBG) agreement #02-WS-008 for water system improvements, Total not to exceed \$25,000, April 5, 2021 – expiration of the City's contract with the Iowa Economic Development Authority
- c. City of South Sioux City, for housing management of Nebraska Community Development Block Grant (CDBG) agreement #20HO35034 OOR 1 Owner Occupied Rehabilitation, Total \$50,000, April 2021 – expiration of the City's contract with Nebraska Department of Economic Development
- d. City of South Sioux City, for administration of Nebraska Community Development Block Grant (CDBG) Agreement #20HO35034 OOR 2, Owner Occupied Rehabilitation, Total up to and not to exceed \$12,000, April 2021 – expiration of the City's contract with Nebraska Department of Economic Development

Lance Hedquist moved to recommend to the Board of Directors approval of community services contracts a. through d. as presented, seconded by Dan Moore. Motion carried. [Unanimous]

6. **PROFESSIONAL SERVICES CONTRACTS:**

- a. JEO Consulting Group Inc., to complete a Dakota City Pine Street Traffic Study, Metropolitan Planning Organization (MPO) funding \$43,750, April 23, 2021 – week of July 26, 2021
- b. Place Dynamics LLC, to complete the Local Tourism Marketing Study, U.S. Economic Development Administration (EDA) CARES Act funds of \$13,800, May 7, 2021 – May 15, 2022
- c. Burns & McDonnell, to complete a Hamilton Corridor Traffic Study, Metropolitan Planning Organization (MPO) funding \$187,500, April 23, 2021 – December 15, 2021

- d. RDG Planning and Design, to complete a Sioux City Bike Lane Study, Metropolitan Planning Organization (MPO) funding of \$31,250, April 23, 2021 – December 31, 2021

Lance Hedquist moved to recommend to the Board of Directors approval of professional services contracts a. through d. as presented, seconded by Dan Moore. Motion carried. [Unanimous]

7. **BUILD GRANT UPDATE:** Transit Director Curt Miller reported meetings are continuing with Neumann Monson Architects to complete the schematic design. The final blueprint for the offices and initial design for the bus maintenance and storage portion are nearing completion. The goal is to have 30% of the design completed by the end of April. The lease agreement with Iowa DOT is being finalized and is anticipated to be a 50 year lease at \$19,600 per year for six acres. Once finalized a copy of the lease will be submitted to FTA for review and approval.
8. **OTHER COMMENTS:** Michelle Bostinelos reported the next meeting is scheduled for Wednesday, May 12, 2021 at 7:30 a.m.

Ms. Bostinelos reported since this is Lisa Cropley's last Executive/Finance Committee meeting, nominations will need to be approved at the May 12 meeting. The Committee asked staff to survey members for interest and include nominations on the May meeting agenda.

9. **ADJOURNMENT:** *Dan Moore moved to adjourn the meeting, seconded by Keith Radig. Motion carried. [Unanimous]*

Chair Winkel adjourned the meeting at 8:10 a.m.