

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)

Executive/Finance Committee

Wednesday, May 12, 2021, 7:30 a.m.

Members Present:

Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Jasper Kriens	Council Member	South Sioux City, NE
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Bob Padmore	City Manager	Sioux City, 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

In the absence of Chair Jon Winkel, Vice Chair Dan Moore called the meeting to order at 7:30 a.m. A quorum was present. The following statement was noted from the May 12, 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:** Vice Chair Moore asked if there were any additions or corrections to the regular meeting agenda.

Lance Hedquist moved to approve the May 12, 2021 regular meeting agenda, seconded by Aaron Lincoln. Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**
 - a. **April 14, 2021:** Vice Chair Moore asked if there were any additions or corrections to the regular meeting minutes.

Lance Hedquist moved to approve the April 14, 2021 regular meeting minutes as presented, seconded by Aaron Lincoln. Motion carried. [Unanimous]

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the Director Report included in the meeting packet. She discussed filling the two vacant Regional Planner positions.

a. American Rescue Plan – Siouxland Subcommittee: Ms. Bostinelos discussed the American Rescue Plan (ARP) Act and possibility forming a subcommittee to assist members in understanding city allocations, disbursements and use of funds. The Iowa League of Cities has asked Iowa Association of Councils of Governments to partner in disseminating information and a meeting is being planned. Members

suggested meeting with the Iowa League of Cities to learn more about program guidelines before forming a subcommittee.

4. FINANCIAL UPDATE:

a. April 30, 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 \$1,988,259 and expenditures \$1,725,152 for a balance \$263,107 as of April 30, 2021.

Jasper Kriens moved to recommend to the Board of Directors approval of the April 30, 2021 financial reports as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

b. FY 2022 Proposed Salary Schedule: Mr. Cole reviewed the proposed FY 2022 salary schedule included in the meeting packet. He noted the transit segment of the salary schedule will be presented to the Siouxland Regional Transit System (SRTS) Board of Directors for approval on May 27, 2021. Staff is requesting the Executive/Finance Committee recommend to the Board of Directors approval of the proposed salary schedules for the SIMPCO Divisions of *Administration, Regional Planning, Housing Development and Transportation Planning*. Discussion followed.

Jasper Kriens moved to recommend to the Board of Directors approval of the FY 2022 proposed salary schedule for the aforesaid SIMPCO Divisions as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

5. COMMUNITY SERVICES CONTRACTS:

a. City of Correctionville, Iowa; Iowa Economic Development Authority (IEDA), Community Development Block Grant (CDBG) #21-HSG-001 Owner-Occupied Housing Rehabilitation; Administration and Technical Services \$37,400 Timeline until completion of IEDA contract

Lance Hedquist moved to recommend to the Board of Directors approval of the community services contracts as presented, seconded by Aaron Lincoln. Motion carried. [Unanimous]

6. PROFESSIONAL SERVICES CONTRACTS: No contracts were presented at this time.

7. OFFICER ELECTIONS – TERM JUNE 2021 THROUGH DECEMBER 2021

a. Secretary (Vacancy)

Bob Padmore nominated Keith Radig to serve as secretary, seconded by Aaron Lincoln. Motion carried. [Unanimous]

8. BUILD GRANT UPDATE: Transit Director Curt Miller reported all grant deadlines have been met and the project is on schedule. Once the land lease agreement with the Iowa DOT is finalized, it will be sent to the Federal Transit Administration (FTA) in Kansas City for review and comments. Discussion followed.

9. OTHER COMMENTS: Michelle Bostinelos reported the next meeting is scheduled for Wednesday, June 9, 2021 at 7:30 a.m.

10. ADJOURNMENT: *Lance Hedquist moved to adjourn the meeting, seconded by Jasper Kriens. Motion carried. [Unanimous]* Vice Chair Moore adjourned the meeting at 8:25 a.m.