

**Minutes**  
**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**Board of Directors Meeting (#525),**  
**Thursday, June 10, 2021, 12:00 p.m. (Noon)**  
**SIMPCO, 1122 Pierce Street, Sioux City, Iowa**

**Voting Members Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Board Chair	Dakota Dunes CID, SD
Gary Bogenrief	Council Member	North Sioux City, SD
Harlan Hansen	Mayor	Marcus, IA
Kelly Kreber	Mayor	Hinton, IA
Mark Monson	Planning & Zoning Commission	Sergeant Bluff, IA
Cindy O'Neill	Planning & Zoning Commission	Sioux City, IA
Bryan Petersen	Supervisor	Cherokee County, IA
Vince Phillips	Supervisor	Monona County, IA
Craig Schmidt	Mayor	Cherokee, IA
Creston Schubert	Supervisor	Ida County, IA
Steve Warnstadt	Government Relations Coordinator	WITCC, Sioux City, IA

**Non-voting Members/Staff/Guests Present:**

Eric Christensen	City Administrator	North Sioux City, SD
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

The members of the SIMPCO Board of Directors 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.

Chair Jon Winkel called the meeting to order at 12:00 p.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the June 10, 2021 regular meeting agenda.

*Ken Beaulieu moved to approve the June 10, 2021 regular meeting agenda as presented, seconded by Dan Moore. Motion carried. [Unanimous]*

2. **APPROVAL OF MINUTES:**

- a. **Board of Directors Regular Meeting #524, April 22, 2021:** 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 April 22, 2021 as presented, seconded by Dan Moore. Motion carried. [Unanimous]*

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

**a. Missouri River Recovery Implementation Committee (MRRIC) Primary Representative Endorsement:** Ms. Bostinelos reported MRRIC's member renewal and application season is now open until July 9, 2021. Don 'Skip' Meisner had served as SIMPCO's primary representative and Ms. Bostinelos as alternate. With Skip's passing, Ms. Bostinelos started serving as the primary representative, and to continue in this role, MRRIC requires as part of their application process a letter of endorsement from the SIMPCO Board of Directors. She noted Jeff Dooley, Dakota Dunes Community Improvement District (CID) Manager, has volunteered to serve as SIMPCO's alternate representative, and staff will assist with submitting his application to MRRIC.

The Executive/Finance Committee approved the recommendation to endorse Ms. Bostinelos as SIMPCO' primary representative on MRRIC. Discussion followed.

*Dan Moore moved to accept the recommendation of the Executive/Finance Committee and approve the endorsement of Michelle Bostinelos to serve as SIMPCO's Primary Representative on MRRIC, seconded by Mark Monson. Motion carried. [Unanimous]*

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.

The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

*Dan Moore moved to accept the recommendation of the Executive/Finance Committee and approve the April 30, 2021 financial reports as presented, seconded by Mark Monson. 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 was approved by the Siouxland Regional Transit System (SRTS) Board of Directors on May 27, 2021.

The Executive/Finance Committee has reviewed the proposed schedule and recommends approval of the SIMPCO Divisions - *Administration, Regional Planning, Housing Development and Transportation Planning as presented.* Discussion followed.

*Mark Monson moved to accept the recommendation of the Executive/Finance Committee and approve the SIMPCO Divisions FY 2022 Salary Schedule as presented, seconded by Craig Schmidt. Motion carried. [Unanimous]*

5. **SERVICE CONTRACTS:** Ms. Bostinelos reviewed the contracts presented for approval and reported the Executive/Finance Committee does recommend approval as presented.

**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

- b.** City of South Sioux City to complete a Blight and Substandard Study, Total \$3,900, Completion within 90 days
- c.** Nebraska Investment Finance Authority (NIFA) Housing Study Grant Program, Total \$10,500, Matching Funds \$10,594 Nebraska Children and Families Foundation (NCFF), Completion within 24 months
- d.** Village of Emerson to complete a Comprehensive Plan, Total \$5,300, August 2021 - March 2022
- e.** South Dakota Department of Transportation, Urban Transportation Planning: FHWA PL \$57,284 Federal, July 1, 2021 to June 30, 2022
- f.** Iowa Department of Transportation, Urban Transportation Planning: FHWA PL \$323,675 Federal; FTA 5305d \$87,930 Federal, Total \$411,605, July 1, 2021 to June 30, 2022
- g.** Iowa Department of Transportation, Rural Transportation Planning: Federal, FTA 5311 \$46,679 Federal, FHWA SPR \$49,154 State, Total \$95,833 July 1, 2021 to June 30, 2022
- h.** Nebraska Department of Transportation, Urban Transportation Planning: FHWA PL \$103,173 Federal, July 1, 2021 to June 30, 2022

*Craig Schmidt moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. through h. as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

- 6. PROFESSIONAL SERVICES CONTRACTS:** Ms. Bostinelos reviewed the contracts presented for approval and reported the Executive/Finance Committee does recommend approval as presented.
  - a.** Friedman Associates, LLC for professional services to complete the Siouxland Community Development Financing Gap Study, U.S. Economic Development Administration (EDA) CARES Act funding \$27,500, June 2021 – November 2021

*Harlan Hansen moved to accept the recommendation of the Executive/Finance Committee and approve the professional services contract as presented, seconded by Vince Phillips. Motion carried. [Unanimous]*

- 7. OFFICER ELECTION – TERM JUNE 2021 THROUGH DECEMBER 2021:** Michelle Bostinelos reported the Executive/Finance Committee approved the nomination of Keith Radig to serve as secretary. Vice Chair Moore opened the floor to additional nominations.

*Craig Anderson moved to accept the nomination of Keith Radig as secretary, seconded by Dan Moore. Motion carried. [Unanimous]*

- 8. BUILD GRANT UPDATE:** Transit Director Curt Miller reported all grant deadlines have been met and the project is on schedule. The final design should be ready in September with bids for construction in October. Discussion followed.

- 9. OTHER COMMENTS:** The next meeting is tentatively scheduled for Thursday, August 12, 2021.

- 10. ADJOURNMENT:** *Craig Anderson moved to adjourn the meeting, seconded by Dan Moore. Motion carried. [Unanimous]* Chair Winkel adjourned the meeting at 12:55 p.m.