

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Board of Directors Meeting (#531)
Thursday, April 14, 2022, 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
Keith Radig, <i>Secretary</i>	Supervisor	Woodbury County, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Supervisor	Dakota Dunes CID, SD
Patrick Bunt	Mayor	Marcus, IA
Gary Bogenrief	Council Member	North Sioux City, SD
James Gunsolley	Council Member	South Sioux City, NE
Bryan Petersen	Supervisor	Cherokee County, IA
Vince Phillips	Supervisor	Monona County, IA
Steve Warnstadt	Government Relations	WITCC, Sioux City, IA

Non-voting Members/Staff/Guests Present:

Wesley Fopma	Regional Director	IA Congressman Randy Feenstra
Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Jasmine Lammers	New 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 SIMPCO, 1122 Pierce Street, Sioux City, Iowa. 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 April 14, 2022 regular meeting agenda.

Keith Radig moved to approve the April 14, 2022 regular meeting agenda as presented, seconded by Craig Anderson. Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**

- a. **Board of Directors Regular Meeting #530, March 10, 2022:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Dan Moore moved to approve the regular meeting minutes of March 10, 2022 as presented, seconded by Keith Radig. Motion carried. [Unanimous]

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

4. FINANCIAL UPDATES:

a. March 31, 2022 Financial Reports: Finance Director Jasmine Lammers provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,509,353 and expenditures \$1,387,199 for a balance \$122,154 as of March 31, 2022.

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

Patrick Bunt moved to accept the recommendation of the Executive/Finance Committee and approve the March 31, 2022 financial reports as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]

b. FY 2023 Proposed Salary Schedule: Ms. Lammers referred to the proposed salary schedule for fiscal year 2023 included in the meeting packet. She reviewed the recommended salary ranges for the SIMPCO divisions of Administration, Regional Planners, Housing Development and Transportation Planning (MPO/RPA). The transit segment of the proposed schedule will be presented to the Siouxland Regional Transit System (SRTS) Board of Directors in May for approval.

As approved in the FY 2023 budget, the base used to increase the top and bottom of SIMPCO division salaries was five percent. Similar positions were compared to the FY 2022 Iowa Council of Governments (ICOG) salary survey and the proposed ranges are in line with other ICOGs. Discussion followed.

The Executive/Finance Committee has reviewed the proposed FY 2023 SIMPCO Salary Schedule and recommends approval as presented.

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve the FY 2023 SIMPCO Salary Schedule as presented, seconded by Vince Phillips. Motion carried. [Unanimous]

5. COMMUNITY SERVICE CONTRACTS: Ms. Bostinelos provided an overview of the contract presented for approval. She noted the Executive/Finance Committee approved a recommendation for approval as presented.

a. Iowa's West Coast Initiative (IWCI), administration of the International Rescue Committee (IRC) under the Small Business Administration's (SBA) Community Navigator Pilot Program, Total Cost \$9,064 per two-year grant, Year 1 - \$4,483/ Year 2 - \$4,581

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve contract a. as presented, seconded by Bryan Petersen. Motion carried. [Unanimous]

6. LETTER AUTHORIZING EXECUTIVE DIRECTOR TO SIGN U.S. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) PLANNING PARTNERSHIP GRANT – EDA-DEN-PL-DRO-2022-2007033:

Ms. Bostinelos reported staff will be submitting the U.S. EDA Planning Partnership grant application for July 1, 2022 - March 31, 2025 by the May 6 deadline. EDA requires the Board of Directors Chair to sign grant documents linked to this application. However, this has been difficult for applicants since the grant is completed through grants.gov and the signature of the individual submitting is automatically

imprinted on the documents. Therefore, EDA is now requiring a letter from the Board of Directors authorizing the individual submitting to sign the application documents.

The Executive/Finance Committee approved a recommendation for SIMPCO Executive Director Michelle Bostinelos to sign the EDA Planning Partnership grant application on behalf of the Board of Directors.

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve the authorization of SIMPCO Executive Director Michelle Bostinelos to sign Planning Partnership grant application (EDA-DEN-PL-DRO-2022-2007033) on behalf of the SIMPCO Board of Directors, seconded by Dan Moore. Motion carried. [Unanimous]

7. **PROFESSIONAL SERVICE CONTRACTS:** No contracts were presented at this time.
8. **PRESENTATION BY JESSE HINRICHS, ENTREPRENEURIAL COMMUNITY NAVIGATOR, IOWA'S WEST COAST INITIATIVE:** Mr. Hinrichs provided an informative presentation about Iowa's West Coast Initiative and organizational activities to help increase regional entrepreneurial activity and support small business growth.
9. **BUILD GRANT UPDATE:** Transit Director Curt Miller reported meetings continue with the contractor, L & L Builders, and the project is progressing on schedule. In March, the SRTS Board of Directors approved a change order for estimated savings of \$242,000. The Woodbury County Board of Supervisors and bonding agency are working through the process for approval.
10. **OTHER COMMENTS:** The next meeting is scheduled for Thursday, June 9, 2022 at the SIMPCO office, 1122 Pierce Street, Sioux City, Iowa.
11. **ADJOURNMENT:** *Craig Anderson moved to adjourn the meeting, seconded by Keith Radig. Motion carried. [Unanimous]* Chair Winkel adjourned the meeting at 12:55 p.m.