

Siouxland Regional Transit System (SRTS)

Board of Directors

Meeting Minutes

Thursday, January 26, 2023, 10:00 a.m.

1122 Pierce Street, Sioux City IA

MEMBERS PRESENT:

Keith Radig, Vice Chair
Vince Phillips
Bryan Petersen
Gary Horton
Devlun Whiteing

Woodbury County, Iowa
Monona County, Iowa
Cherokee County, Iowa
Plymouth County, Iowa
Ida County, Iowa

GUESTS PRESENT:

Wes Fopma
Rebecca George

Congressman Feenstra Office
King, Reinsch, Prosser & Co., L.L.P.

STAFF PRESENT:

Michelle Bostinelos, Executive Director
Curt Miller, Transit Director
Brian Pearson, Assistant Transit Director
Jasmine Lammers, Finance Director
Emily Coppock, Administrative Assistant

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The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, January 26, 2023, at 10:00 a.m. via Zoom and in person. A quorum was present.

Vice Chair Radig called the meeting to order at 10:00 a.m.

- I. **Approval of the Agenda** – Vice Chair Radig asked if there were any additions or corrections to the January 26, 2023, meeting agenda.

Bryan Petersen moved to approve the agenda as presented, seconded by Gary Horton. Motion carried all ayes.

- II. **Approval of the Minutes** – Vice Chair Radig asked if there were any additions or corrections to the November 17, 2022, regular board meeting and the December 15, 2022, special board meeting minutes as presented.

Bryan Petersen moved to approve the minutes as presented, seconded by Gary Horton. Motion carried all ayes.

- III. **Officer Elections** –

- a. Chair (currently vacant)
- b. Vice Chair (Keith Radig currently serving)

Bryan Petersen moved to nominate Keith Radig as Chair of the board. Motion seconded by Gary Horton. Motion carried all ayes.

Bryan Petersen moved to nominate Gary Horton as Vice Chair of the board. Motion seconded by Vince Phillips.

- IV. FY 2022 Independent Financial Audit** – Rebecca George presented the FY 2022 Independent Financial Audit to the SRTS board. Rebecca reported total liabilities and fund balances for end of year 2022 as \$5,019,548. She also reported total revenue for FY 2022 as \$6,711,040 and total expenditures as \$6,388,675. Rebecca noted a clean and fair presentation of financial statements. No reports on noncompliance on federal programs. Vice Chair asked for board approval on the FY 2022 audit presented.

Vince Phillips moved to approve the FY 2022 audit as presented, seconded by Gary Horton. Motion carried all ayes.

- V. Financials** – Jasmine Lammers, Finance Director, presented the SRTS financials through December 31, 2022 included in the meeting packet. Jasmine reported total revenue YTD as \$2,156,927 and total expenditures as \$1,493,456 for a net of \$663,472.

Gary Horton moved to approve the financials as presented, seconded by Devlun Whiteing. Motion carried all ayes.

- VI. Final/Negotiated Vanpool Program Contract** – Curt Miller presented the board with the final negotiated vanpool program contract with Commute with Enterprise for approval. Curt noted Commute with Enterprise is the largest vanpool provider in the country and will assist SRTS in providing rural companies a mode of transportation to their employees. This contract is for 3 years with optional 1 year for 2 years in the amount of \$500 per van. SRTS anticipates 10 vanpools a month.

Gary Horton moved to approve the vanpool contract presented, seconded by Devlun Whiteing. Motion carried all ayes.

- VII. Iowa DOT Contracts** – Iowa Department of Transportation, Federal Transit Assistance (FTA) Agreement for \$612,128 from July 1, 2022 through June 30, 2024.

Bryan Petersen moved to approve the Iowa DOT contract presented, seconded by Devlun Whiteing. Motion carried all ayes.

- VIII. Neumann Monson Architects Professional Services Scope Amendment** – Curt noted SRTS was awarded \$238,434 in funding from the Iowa Public Transit Infrastructure Grant Program for a new automated bus wash which is 80% of the \$298,000 quoted price. Curt noted SRTS will request bids to purchase and install the bus wash

equipment to be installed. Curt noted a request was sent to Neumann Monson Architects to amend the bus wash equipment back into the original agreement for an additional amount of \$12,660 which will include Neumann Monson Architects assisting SRTS in the development the specs, development of the bid packets, collection of bids, and issuing of the contract. Curt noted the cost would be cheaper to amend the original agreement with Neuman Monson Architects then to request bids elsewhere.

Keith Radig moved to approve the amendment presented to the agreement with Neumann Monson Architects, seconded by Gary Horton. Motion carried all ayes.

- IX. SRTS Code of Conduct & Ethics** – SRTS Board of Directors members were presented with the SRTS code of Conduct. The purpose of the Code of Conduct and Ethics is to preserve the public confidence in the work of SRTS, to uphold the public trust in SRTS, and to provide guidance to the elected and appointed officers and employees.

Keith Radig moved to approve the SRTS Code of Conduct and Ethics, seconded by Bryan Petersen. Motion carried all ayes.

- X. Building Update** – Curt Miller presented the board with an update on the progress of the construction of the new SRTS/SIMPCO facility. Discussion held.

- XI. Other Comments**

- XII. Adjournment** – Next meeting scheduled for Thursday, March 23, 2023, at 10:00 a.m. *Gary Horton moved to adjourn, seconded by Bryan Petersen. Chair Radig adjourned the meeting.*