

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

**Wednesday, April 12, 2023, 7:30 a.m.**

**Members Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, Iowa
Gary Bogenrief	Council Member	North Sioux City, South Dakota
Lance Hedquist	City Administrator	South Sioux City, Nebraska
Kelly Kreber	Mayor	Hinton, Iowa
Mark Monson	P & Z Commissioner	Sergeant Bluff, Iowa
Bob Padmore	City Manager	Sioux City, Iowa
Keith Radig	Supervisor	Woodbury County, Iowa

**Staff and Guests Present:**

Michelle Bostinelos	Executive Director	SIMPCO
Jasmine Lammers	Finance Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Curt Miller	Transit Dir./Facilities Mngr.	SIMPCO/SRTS
Sharon Burton	Executive Assistant	SIMPCO
Wesley Fopma	Regional Director	IA Congressman Randy Feenstra

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

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. It is open to the public in-person AND through conference/video 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.

*Lance Hedquist moved to approve the April 12, 2023, regular meeting agenda as presented, seconded by Keith Radig. Motion carried. [Unanimous]*

- 2. APPROVAL OF MINUTES:**
  - a. March 8, 2023:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

*Keith Radig moved to approve the March 8, 2023 regular meeting minutes as presented, seconded by Mark Monson. Motion carried. [Unanimous]*

- 3. DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet.

4. **FINANCIAL UPDATE:**

**a. March 31, 2023 Financial Reports:** Finance Director Jasmine Lammers provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,541,139 and expenditures \$1,445,314 for a balance of \$95,825 as of March 31, 2023. Discussion followed

**b. FY 2024 Proposed Salary Schedule:** Ms. Lammers referred to the proposed salary schedule for fiscal year 2024 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 for approval.

**c. FY 2024 Proposed Budget:** Ms. Lammers presented the budget for July 1, 2023 through June 30, 2024. The total projected budget for FY 2024 is \$6,685,049 revenues and \$6,548,773 expenditures.

**d. FY 2024 Proposed Cost Allocation Plan:** Ms. Lammers reported the proposed indirect cost rate for fiscal year 2024 is 66.33% of direct salaries, wages and benefits. She noted this is an increase from the FY 2023 indirect cost rate of 48.86%.

*Mark Monson moved to recommend to the Board of Directors approval as presented of the March 31, 2023 Financial Reports, FY 2024 Proposed Salary Schedule, FY 2024 Proposed Budget and FY 2024 Proposed Cost Allocation Plan, seconded by Keith Radig. No further discussion. Motion carried. [Unanimous]*

Upon approval by the Board of Directors, the FY 2024 Cost Allocation Plan will be forwarded to the federal and state funding sources for confirmation.

5. **COMMUNITIES SERVICES CONTRACTS:** No contracts were presented at this time.

6. **BUILD GRANT UPDATE:** Transit Director Curt Miller provided an update on construction of the new facility and sale of the current building.

7. **OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Wednesday, May 10, 2023 at 7:30 a.m. in-person with the Zoom option.

8. **ADJOURNMENT:** *Lance Hedquist moved to adjourn the meeting, seconded by Keith Radig. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 8:07 a.m.*