

Siouxland Regional Transit System (SRTS)
Board of Directors
Meeting Minutes
Thursday, April 20, 2023, 10:00 a.m.
Held virtually via Zoom originating from the
SRTS/SIMPCO office at 1122 Pierce Street, Sioux City, IA

MEMBERS PRESENT:

Keith Radig, Vice Chair	Woodbury County, Iowa
Vince Phillips	Monona County, Iowa
Bryan Petersen	Cherokee County, Iowa
Gary Horton	Plymouth County, Iowa
Devlun Whiteing	Ida County, Iowa

STAFF PRESENT:

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

The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, April 20, 2023, at 10:00 a.m. via Zoom and in person. A quorum was present.

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

- I. **Approval of the Agenda** – Chair Radig asked if there were any additions or corrections to the April 20, 2023, meeting agenda.

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

- II. **Approval of the Minutes** – Chair Radig asked if there were any additions or corrections to the February 23, 2023, special board meeting as presented.

Keith Radig moved to approve the special meeting minutes as presented, seconded by Bryan Petersen. Motion carried all ayes.

- III. **Financials** –

- a. Jasmine Lammers, Finance Director, presented the SRTS financials through March 31, 2023, included in the meeting packet. Jasmine reported total revenue YTD as \$3,132,848 and total expenditures as \$2,282,008 for a net of \$850,840. Jasmine reported on the new building project financials stating total revenue YTD as \$6,013,809 and total expenditures as \$4,659,411 for a net of \$1,354,398.

- b. Jasmine Lammers presented the SRTS FY 2024 proposed salary schedule for approval. Jasmine noted two new positions added to the FY 24 salary schedule. These positions are mechanic and part time custodian.
- c. Jasmine Lammers presented the SRTS FY 2024 proposed budget for approval. She noted a projected profit of \$136,000 for the year. Revenue is projected to increase 9% (\$330,000). Expenditure expected to increase 9% (\$318,000). Discussion on new accounting software implementation. Staff recommended implementing Safe Intact – Sockeye as it would best suit the accounting needs of the department and was the cheapest option.
- d. Jasmine Lammers presented the SRTS FY 2024 proposed Cost Allocation Plan for approval. Jasmine noted the proposed FY 2024 indirect rate at which SRTS would be charged would be 66.33% based on direct salaries, wages, and benefits.

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

IV. Iowa DOT Contract –

- a. Iowa Department of Transportation Amendment of Contract #23224, 8 Light Duty Buses, Effective Date Adjusted to: May 19, 2021, through June 30, June 2024

Keith Radig moved to approve the presented amendment to the Iowa DOT contract, seconded by Bryan Petersen. Motion carried all ayes.

V. Change order Hoglund Bus for purchase of 8 Ford conversion vans Total Cost \$722,872 (Federal \$614,441, Local \$108,431) –

Curt Miller noted that previously SRTS received a grant from the Iowa DOT for replacement of 8 buses with total funding of \$96,500 per bus. Federal portion was 85%, \$82,025 per bus, \$656,200 total, with 15% local, \$14,475 per bus, \$115,800 local. On March 30, 2023, SRTS was informed that Ford had increased bus bid prices to show increases of almost 50%. Hoglund Bus provided an updated price quote of \$90,359 per bus including camera systems for a \$722,872 total purchase price. Staff recommends approval of the change order to Hoglund Bus for 8 Ford Transit conversion vans for a total of \$722,872.

Keith Radig moved to approve the change order presented, seconded by Gary Horton. Motion carried all ayes.

VI. Iowa DOT Public Transit Infrastructure Grant (PTIG) Application –

- a. *Authorizing Resolution* – Curt Miller presented the SRTS board with the Public Transit Infrastructure Authorizing Resolution noting approval would authorize SRTS to apply for financial assistance from state funds from the Public Infrastructure Grant Program for \$240,000. Curt noted this funding would be used to cover the new price for the new facility bus wash.

Gary Horton moved to approve the PTIG application authorizing resolution presented, seconded by Vince Phillips. Roll call vote: Keith Radig: aye; Gary Horton: aye; Vince Phillips: aye; Devlun Whiteing: aye; Bryan Petersen: aye. Motion carried 5:0.

VII. Iowa DOT FY 2024 Consolidated Funding Application –

- a. *Authorizing Resolution* – Curt Miller presented the SRTS board with the IDOT FY24 Consolidated Funding application noting approval would authorize SRTS to apply for financial assistance with the IDOT for \$923,387 federal transit operating funds and \$1,487,739 state transit operating funds funds.

Keith Radig moved to approve the IDOT FY 24 Consolidated Funding application authorizing resolution presented, seconded by Bryan Peterson. Roll call vote: Keith Radig: aye; Gary Horton: aye; Vince Phillips: aye; Devlun Whiteing: aye; Bryan Petersen: aye. Motion carried 5:0.

VIII. Resolution 2023-1 Approval of FY 2023 Federal Transit Administration (FTA) – Curt Miller presented the SRTS board with Resolution 2023-1 for Federal Transit Administration Certifications and Assurances authorizing SRTS Transit Director, Curtis Miller, to execute all certification and assurances as required by the Federal Transit Administration.

Keith Radig moved to approve resolution 2023-1 as presented, seconded by Gary Horton. Roll call vote: Keith Radig: aye; Gary Horton: aye; Vince Phillips: aye; Devlun Whiteing: aye; Bryan Petersen: aye. Motion carried 5:0.

IX. BUILD Grant Update – Curt Miller provided the SRTS board with an update on the progress of the new SIMPCO/SRTS facility.

X. Adjournment – *Gary Horton moved to adjourn, seconded by Devlun Whiteing. Vice Chair Gary Horton adjourned the meeting at 10:40 a.m.*