

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

Wednesday, December 13, 2023, 7:30 a.m.

Members Present:

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

Staff and Guests Present:

Michelle Bostinelos	Executive Director	SIMPCO
Joshua Bush	Finance Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO/SRTS
Sharon Burton	Executive Assistant	SIMPCO
Wesley Fopma	Regional Director	IA Congressman Randy Feenstra

Treasurer Lance Hedquist presided over the meeting in the absence of Chair Jon Winkel and Vice Chair Dan Moore. Acting Chair Hedquist called the meeting to order at 7:30 a.m. A quorum was in attendance.

- 1. APPROVAL OF THE AGENDA:** Mr. Hedquist asked if there were any additions or corrections to the regular meeting agenda.

Mark Monson moved to approve the December 13, 2023 regular meeting agenda as presented, seconded by Gary Bogenrief. Motion carried. [Unanimous]

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

Dan Bousquet moved to approve the November 8, 2023 regular meeting minutes as presented, seconded by Gary Bogenrief. 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. November 30, 2023 Financial Reports:** Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,398,410 and expenditures \$801,733 for a balance of \$596,676 as of November 30, 2023.

Kelly Kreber moved to recommend to the Board of Directors approval of the November 30, 2023 financial reports as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]

b. SIMPCO/SRTS Website: Mr. Bush reported the website provider recently met with staff about the current software becoming outdated and bringing the website up to date with their new software. Discussion followed. It was the consensus of the Committee that staff should go out to bid and bring back proposals for review and recommendation to the SIMPCO Board of Directors for approval. Proposals and recommendations will also be presented to the Siouxland Regional Transit System (SRTS) Board of Directors for approval.

- 5. SET 2024 MEETING DATES:** Ms. Bostinelos reviewed the tentative meeting schedule for the calendar year 2024.

Mark Monson moved to approve the 2024 tentative meeting dates as presented, seconded by Gary Bogenrief. Motion carried. [Unanimous]

- 6. COMMUNITY SERVICES CONTRACT:** Ms. Bostinelos provided an overview of the contract presented for approval.

a. City of Blencoe, Iowa, to complete Code of Ordinances Update, Total \$2,340

Mark Monson moved to recommend to the Board of Directors approval of contract a. as presented, seconded by Dan Bousquet. Motion carried. {Unanimous}

- 7. ADMINISTRATIVE AGREEMENT:**

a. Siouxland Regional Transit System (SRTS): Ms. Bostinelos reported the agreement with SRTS for SIMPCO to provide administration and management of services was presented to the Committee in October. At this meeting members elected to table approval for continued review. After meeting with the attorney, additional language has been added and the revised agreement is being presented for recommendation to the Board of Directors for approval.

Mark Monson moved to recommend to the Board of Directors approval of the administrative agreement with SRTS as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]

Ms. Bostinelos noted the administrative agreement will be presented to the SRTS Board of Directors for approval.

- 8. OFFICER ELECTIONS:**

- a.** Chair (Current - Jon Winkel, Mayor, Sergeant Bluff, Iowa)
- b.** Vice Chair (Current - Dan Moore, Council Member, Sioux City, Iowa)
- c.** Secretary (Current - Keith Radig, Supervisor, Woodbury County, Iowa)
- d.** Treasurer (Current - Lance Hedquist, City Administrator, South Sioux City, Nebraska)

Mark Monson moved to nominate the current officers as listed to continue serving for the term of January 1, 2024 to December 31, 2024, seconded by Gary Bogenrief. Motion carried. [Unanimous]

9. **BUILD GRANT UPDATE:** Transit Director Brian Pearson reported the contractor is working on the final punch list items for the new facility. A mechanic has been hired and will be setting up the shop for bus maintenance.
10. **OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Wednesday, January 10, 2024 at 7:30 a.m. in-person at SIMPCO, 6401 Gordon Drive, Sioux City, Iowa, with the Zoom option.
11. **ADJOURNMENT:** *Gary Bogenrief moved to adjourn the meeting, seconded by Mark Monson. Motion carried. [Unanimous] Mr. Hedquist adjourned the meeting at 8:26 a.m.*