

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

Wednesday, March 13, 2024, 7:30 a.m.

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, Iowa
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, Iowa
Keith Radig, <i>Secretary</i>	Supervisor	Woodbury County, Iowa
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, Nebraska
Dan Bousequet	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:

Joshua Bush	Finance Director	SIMPCO
Corinne Erickson	Regional Planning Manager	SIMPCO
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO/SRTS
Sharon Burton	Executive Assistant	SIMPCO
Wesley Fopma	Regional Director	IA Congressman Randy Feenstra

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

- 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 March 13, 2024 regular meeting agenda as presented, seconded by Mark Monson. Motion carried. [Unanimous]

- 2. APPROVAL OF MINUTES:**
 - a. February 14, 2024:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Kelly Kreber moved to approve the February 14, 2024 regular meeting minutes as presented, seconded by Dan Bousequet. Motion carried. [Unanimous]

- 3. DIRECTOR REPORT:** Finance Director Joshua Bush provided an overview of the report included in the meeting packet. He introduced Corinne Erickson, who has accepted the position of Regional Planning Manager. Bess Seamann has been hired as Regional Planner I and will begin duties on May 6, 2024. Interviews will be conducted for the remaining Regional Planner position and once filled the Community/Economic Development Division will be fully staffed.

a. Annual Board of Directors Meeting: Mr. Bush reported the annual meeting is scheduled to be held at 5:30 p.m. on June 13, 2024, at the Cottonwood Conference Center, 4402 Dakota Avenue South in South Sioux City, Nebraska. An award ceremony for members and a catered dinner will follow the meeting.

b. Ron Rapp Annual Award: This award will be presented at the annual Board of Directors meeting on June 13, 2024. The award criteria, past award winners, and suggestions for the 2024 award will be emailed to members and included in the April meeting packet. Discussion followed.

4. FINANCIAL UPDATE:

a. February 29, 2024 Financial Reports: Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,759,389 and expenditures \$1,222,372 for a balance of \$537,017 as of February 29, 2024.

b. FY 2025 Proposed Salary Schedule: Mr. Bush referred to the proposed salary schedule for fiscal year 2025 included in the meeting packet. He reviewed the recommended salary ranges for the SIMPCO divisions of Administration, Regional Planners, Housing Development and Transportation Planning (MPO/RPA). The Iowa's West Coast Initiative (IWCI) and Siouxland Regional Transit System (SRTS) sections of schedule are reviewed and approved by their respective Board of Directors. Discussion followed.

c. FY 2025 Proposed Budget: Mr. Bush presented the proposed budget for July 1, 2024 through June 30, 2025. The total projected budget for FY 2024 is \$7,671,515 revenues and \$7,639,606 expenditures.

d. FY 2025 Proposed Cost Allocation Plan: Mr. Bush reported the proposed indirect cost rate for fiscal year 2025 is 61.51% of direct salaries, wages and benefits. He noted this is a decrease from the FY 2024 indirect cost rate of 66.33%.

Lance Hedquist moved to recommend to the Board of Directors approval as presented of the February 29, 2024 Financial Reports, FY 2025 Proposed Salary Schedule, FY 2025 Proposed Budget and FY 2025 Proposed Cost Allocation Plan, seconded by Dan Bousequet. No further discussion. Motion carried. [Unanimous]

- 5. RESOLUTION 2024-1:** Approval to submit a Surface Transportation Block Grant (STBG) application to the Siouxland Regional Transportation Planning Association (SRTPA) in the amount of \$58,500 for fiscal year 2028. Funding will be used to develop and complete planning activities required by the Iowa DOT for the Rural Planning Affiliation (RPA) area and provide planning assistance to SRTPA members.

Lance Hedquist moved to recommend approval of Resolution 2024-1 to the Board of Directors as presented, seconded by Mark Monson. A roll call vote was conducted with 8 ayes and 0 nays. Motion carried. [Unanimous]

- 6. COMMUNITY SERVICES CONTRACTS:** No contracts were presented at this meeting.

- 7. BUILDING UPDATE:** Transit Director Brian Pearson reported final documents are going through legal review for approval and close out of building construction.

Mr. Pearson informed members that lane closures on U.S. 20 east of Sioux City are scheduled to begin on March 25. Routes to the SIMPCO/SRTS building during construction were discussed. Members asked staff to post access options and a map on the website.

8. **OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Wednesday, April 10, 2024, at 7:30 a.m. in-person at SIMPCO, 6401 Gordon Drive, Sioux City, Iowa, with the Zoom option.
9. **ADJOURNMENT:** *Dan Bousequet moved to adjourn the meeting, seconded by Dan Moore. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 8:33 a.m.*