

**Minutes**  
**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**Board of Directors Meeting (#543)**  
**Thursday, April 11, 2024, 12:00 p.m.**  
**SIMPCO, 6401 Gordon Drive., Sioux City, Iowa**

**Members Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Keith Radig, <i>Secretary</i>	Supervisor	Woodbury County, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Supervisor	Dakota Dunes CID, SD
Rob Bixenman	Mayor	Le Mars, IA
Gary Bogenrief	Council Member	North Sioux City, SD
Pat Bunt	Mayor	Marcus, IA
Robert Giese	Commissioner	Dakota County, NE
Tom Kimmel	Commissioner	Union County, SD
Kelly Kreber	Mayor	Hinton, IA
Vince Phillips	Supervisor	Monona County, IA
Devlun Whiteing	Supervisor	Ida County, IA

**Non-voting Members/Staff/Guests Present:**

Lance Hedquist	City Administrator	South Sioux City, NE
Steve Warnstadt	Government Relations Coordinator	WITCC, Sioux City, IA
Michelle Bostinelos	Executive Director	SIMPCO
Corinne Erickson	Regional Planning Manager	SIMPCO
Nate Kistner	Regional Planner I	SIMPCO
Joshua Bush	Finance Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

Vice Chair Keith Radig conducted the meeting to assist Chair Jon Winkel participating via Zoom. Vice Chair Radig called the meeting to order at 12:00 p.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Vice Chair Radig asked if there were any additions or corrections to the April 11, 2024 regular meeting agenda.

*Ken Beaulieu moved to approve the April 11, 2024 regular meeting agenda as presented, seconded by Gary Bogenrief. Motion carried. [Unanimous]*

2. **APPROVAL OF MINUTES:**

**a. Board of Directors Regular Meeting #542, February 15, 2024:** Vice Chair Radig asked if there were any additions or corrections to the regular meeting minutes.

*Gary Bogenrief moved to approve the regular meeting minutes of February 15,, 2024 as presented, seconded by Vince Phillips. Motion carried. [Unanimous]*

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet. She introduced Corinne Erickson. Ms. Erickson recently accepted the position of Regional Planning Manager. The Planning Division is now fully staffed with Nate Kistner and Bess Seaman filling the two open Regional Planner I positions.

**a. Annual Board of Directors Meeting:** Ms. Bostinelos 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 in South Sioux City, Nebraska. The guest speaker will be Karl Elmshaeuser, Executive Director of the Nebraska Environmental Trust. An award ceremony for members and a catered dinner will follow the meeting.

**4. FINANCIAL UPDATE:**

**a. February 29 / March 31, 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 \$1,928,907 and expenditures \$1,423,623 for a balance of \$505,284 as of March 31, 2024.

The Executive/Finance Committee has reviewed the financial statements and recommends approval as presented.

*Kelly Kreber moved to accept the recommendation of the Executive/Finance Committee and approve the February 29 / March 31, 2024 financial reports as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

**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.

The Executive/Finance has reviewed the salary schedule and recommends approval as presented.

*Gary Bogenrief moved to accept the recommendation of the Executive/Finance Committee and approve the proposed FY 2025 salary schedule as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

**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 2025 is \$7,555,000 revenues and \$7,751,542 expenditures. Discussion followed.

The Executive/Finance Committee has reviewed the proposed FY 2025 budget and recommends approval as presented.

*Ken Beaulieu moved to accept the recommendation of the Executive/Finance Committee and approve the proposed FY 2025 budget as presented, seconded by Dan Moore. No further discussion. Motion carried. [Unanimous]*

**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%.

The Executive/Finance Committee has reviewed the proposed FY 2025 Cost Allocation Plan and recommends approval as presented.

*Gary Bogenrief moved to accept the recommendation of the Executive/Finance Committee and approve the proposed FY 2025 Cost Allocation Plan as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

**5. RESOLUTION 2024-1 SIOUXLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION (SRTPA) SURFACE TRANSPORTATION BLOCK GRANT (STBG) PLANNING APPLICATION:**

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.

The Executive/Finance Committee approved a recommendation to approve Resolution 2024-1 as presented.

*Devlun Whiteing moved to accept the recommendation of the Executive/Finance Committee and approve Resolution 2024-1 as presented, seconded by Vince Phillips. A roll call vote was conducted with 13 ayes and 0 nays. Motion carried. [Unanimous]*

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

**7. BUILDING UPDATE:** In the absence of Transit Director Brian Pearson, an update of the new facility was provided by Joshua Bush. He reported that the Siouxland Regional Transit System (SRTS) Board of Directors have approved the building closeout documents. A final construction inspection will be completed with the architect and engineer. The Federal Financial Report for the BUILD grant is being prepared and once finalized it will be submitted to the Federal Transit Administration (FTA). Landscape installation is expected to begin in May.

**8. OTHER COMMENTS:** The next meeting is scheduled to be held on Thursday, June 13, 2024 at 5:30 p.m. in-person only at the Cottonwood Conference Center, 4402 Dakota Avenue, South Sioux City, Nebraska.

**9. ADJOURNMENT:** *Pat Bunt moved to adjourn the meeting, seconded by Kelly Kreber. Motion carried. [Unanimous]* Vice Chair Radig adjourned the meeting at 1:00 p.m.