

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, June 22, 2005, 3:30 P.M.
Scott County Administration Building
Sixth Floor Conference Room
428 Western Avenue
Davenport, Iowa

MEMBERS PRESENT: Schwiebert – Chair, Becker, Brooke, Burns, Dean, Freemire, Harris, Heninger, Hillman, Howard, Lawrence, Minard, O’Brien, Oberhaus, Rangel, Ripperger, Rockwell, Sherwin, Spring, Tank, Wilkinson, Wilson

MEMBERS ABSENT: Adams, Adamson, Austin, Bohnsack, Carlson, Malvik, McDaniel, McGivern, Sunderbruch, Thodos, Volz, Washburn, Welvaert, Williams

OTHERS PRESENT: Lee Celske, Mayor of Aledo

STAFF PRESENT: Bulat, Moritz, Schmedding

Chair Schwiebert called the meeting to order at 3:35 p.m.

1. Approval of the May 25, 2005 Minutes. Mayor Brooke moved approval of minutes of the May 25, 2005 meeting. Mr. Rockwell seconded the motion, and the motion passed unanimously.
2. Treasurer's Report. Mr. Harris presented the Treasurer's Report for the month ending May 31, 2005, noting an ending total bank and book balance of \$864,687.61. Mr. Harris moved the report be accepted as written and mailed. Mr. Minard seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Ms. Hillman presented the bills totaling \$109,216.02, as listed on the following addendum and bills listing dated June 22, 2005:

Addendum

Bancard, VISA, charge card expenses related to one staff attending Writing Grants training; Managers/Administrators meeting (costs reimbursed by participants); Q.C. Riverfront Council meeting (costs reimbursed by participants); one staff attending the Business Credit Analysis Training, second session; Transportation Policy Committee meeting (costs reimbursed by participants)	1,091.06
Media Recovery, office supplies	757.45
Proflex Software Company, Portfol software for revolving loan monitoring	3,450.00

URS, IAQC Transit Alternatives Analysis costs 11,305.49

Disbursement of funds for the following Revolving Loan Program Loans:

Builders World, L.L.C. 85,000.00

Bills List

Louise A. Kerr, Treasurer		6,986.52
7/05	Rent	\$4,165.96
7/05	Internet Access	88.00
5/05	Printing	1,118.64
5/05	Supplies	54.40
5/05	Postage	1,559.52
City of Moline, reimbursed for restitution for RICCES program		625.50

Ms. Hillman moved approval of the bills totaling \$109,216.02, as presented above. Mayor Spring seconded the motion, and the motion passed unanimously.

b. Report on Progress on Commission's FY 2005 Program Budget as of May 31, 2005.

Ms. Hillman explained the Program Budget Status Report was included in the agenda packet. The Commission is 91.7% through the fiscal year with 83.9% expended and well within budget.

c. Consideration of Recommended FY 2006 Commission Planning Budget.

Ms. Hillman explained the Finance and Personnel Committee met in April and May for budget development and recommended the Commission approve the FY 2006 budget as presented in detail at the May Commission meeting. Ms. Bulat stated she had not received any questions regarding the budget.

Ms. Hillman moved the Bi-State Regional Commission approve the FY 2006 Commission Planning Budget. Mayor O'Brien seconded the motion, and the motion passed unanimously.

4. Consideration of the following Contracts. Ms. Bulat reviewed the following items which require Commission approval:

- Contract with Citizens to Preserve Black Hawk Park Foundation for financial management support. The contract is for actual costs incurred for the period 7/1/05 - 6/30/06.
- Contract with Emergency Telephone System Board of Rock Island County for staff support. The contract is for actual costs incurred for the period 7/1/05 - 6/30/06.
- Contract with Rock Island County Waste Management Agency for staff support. The contract is for actual costs incurred for the period 7/1/05 - 6/30/06.

- Contract with Scott County Decategorization Program for financial management services. The contract is for actual costs incurred for the period 7/1/05 - 6/30/06.
- Contract with Scott County Housing Council for financial management services. The contract is for actual costs incurred for the period 7/1/05 - 6/30/06.
- Contract with Iowa Association of Regional Councils for Iowa Department of Economic Development funds for planning and technical assistance to local governments. The contract is in the amount of \$9,375 for the period 7/1/05 – 06/30/06.
- Contract with CTA for a Bettendorf, Davenport and Scott County Dispatch Consolidation Study up to the amount of \$150,000 beginning July 2005 with completion no later than June 2006 and related contracts with the Cities of Bettendorf, Davenport and Scott County to fund the study.

Ms. Ripperger moved approval of the contracts as presented above. Mr. Wilson seconded the motion, and the motion passed unanimously.

5. I-74 Study Progress and Bridge Construction Schedule. Denise Bulat reported on the I-74 Study, Part Two objectives. Ms. Bulat explained the first objective is to advance preliminary design including: evaluation of environmental consequences; identification of right-of-way (ROW) needs; refinement of project costs; and selection of a recommended alternative.

The second objective is to complete environmental studies and documentation including: identification of mitigation plans; completion of the Final Environmental Impact Statement (EIS) Section 4(f) Statement; and Record of Decision (the official documentation that the project is approved by the Federal Highway Administration).

Ms. Bulat stated public meetings will be held in winter 2006 to receive input on the type/look of the proposed bridge. Corridor visualizations/simulations will be used in these meetings. The official bridge type selection would occur following input in spring 2006. A Final EIS/Section 4(f) will be completed by spring 2007 and a public hearing would be held prior to submittal of the final documents. The Record of Decision from the Federal Highway Administration would occur following approval of the Final EIS.

Ms. Bulat said the I-74 Mississippi River Bridge design process will include study/evaluation of appropriate bridge types for the location and consideration of community issues. The bridge type decision will ultimately be in the hands of the Iowa and Illinois Departments of Transportation. They will evaluate construction and life cycle costs, engineering performance, and aesthetic considerations. Ms. Bulat reminded everyone public information continues to be available through the project website, <http://www.i74corridorstudy.org>.


Ms. Bulat reviewed briefly the Mississippi and Rock River Bridges Coordination handout. This handout provides the location, restriction, construction timeline and a map for reference.

6. Questions and Comments by Commissioners. There were no questions or comments by Commissioners.
7. Other Business. The Commissioners whom attended the Base Realignment and Closure (BRAC) hearings in St. Louis, Missouri stated our area's testimony was fact based pointing out data errors. They felt we were represented well and showed strong Illinois and Iowa support of the Arsenal.

Ms. Bulat updated Commissioners on Department of Labor grants for BRAC impacted areas. Illinois Department of Economic Opportunities has applied for \$1.5 million on behalf of Illinois and Iowa to use for labor planning.

8. Adjournment. The meeting adjourned at 4:10 p.m.

Respectfully submitted,


John Oberhaus *cc*
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING JUNE 30, 2005**

	<u>Balance June 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance June 30</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance - June 1, 2005	\$ 757,744.44			
Add Deposits		\$140,860.95		
Less Transfers			\$160,383.75	
Balance - June 30, 2005				\$738,221.64
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance - June 1, 2005	\$ 1,043.78			
Add Deposits		\$.13		
Less Transfers			\$ 0.00	
Balance - June 30, 2005				\$ 1,043.91
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance - June 1, 2005	\$ 3,514.09			
Add Deposits		\$108,054.34		
Less Checks Written			\$108,501.67	
Balance - June 30, 2005				\$ 3,066.76
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance - June 1, 2005	\$ 2,385.30			
Add Deposits		\$ 52,233.64		
Less Checks Written			\$ 52,233.64	
Balance - June 30, 2005				\$ 2,385.30
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance - June 1, 2005	<u>\$100,000.00</u>			
State Bank of Orion 12/25/04 - 6/25/05 (2.5%)		<u>\$100,000.00</u>		
Add Investments Made State Bank of Orion 6/25/05 - 12/25/05 (3%)			<u>\$100,000.00</u>	
Less Investments Matured State Bank of Orion 12/25/04 - 6/25/05 (2.5%)				<u>\$100,000.00</u>
Balance - June 30, 2005				
TOTAL BANK & BOOK BALANCE:				
Balance - June 1, 2005	<u>\$864,687.61</u>			
Deposits in June		<u>\$401,149.06</u>		
Withdrawals in June			<u>\$421,119.06</u>	
Balance - June 30, 2005				<u>\$844,717.61</u>
<u>PASS THROUGH FUNDS</u>				
ORIGINAL & RECAPPED RLF ACCOUNTS:				
Balance - June 1, 2005	<u>\$546,018.97</u>			
Add Deposits		<u>\$ 33,480.48</u>		
Less Withdrawals			<u>\$ 155.00</u>	
Balance - June 30, 2005				<u>\$579,344.45</u>
GREAT RIVER TRAIL ACCOUNTS:				
Balance - June 1, 2005	<u>\$ 15,403.74</u>			
Add Deposits		<u>\$ 9.50</u>		
Less Withdrawals			<u>\$ 0.00</u>	
Balance - June 30, 2005				<u>\$ 15,413.24</u>

BILLS TO BE CONSIDERED FOR APPROVAL
AT THE JULY 27, 2005
BI-STATE REGIONAL COMMISSION MEETING

CDW-G, computer software upgrades	\$ 1,353.80
Iowa Association of Regional Councils, membership dues for FY05-06	2,300.00
Louise A. Kerr, Treasurer	6,049.55
8/05 Rent \$4,165.96	
8/05 Internet Access 88.00	
6/05 Printing 609.31	
6/05 Supplies 183.28	
6/05 Postage 1,003.00	
Lantech of America, Inc., technical support for server and network service	1,500.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services	<u>3,250.50</u>
TOTAL	<u>\$14,453.85</u>

Additional bills will be listed on the addendum which will be distributed at the meeting.

BI-STATE REGIONAL COMMISSION
FY 2004-05 Program Budget Status Report
Through Month of June – 100% of Year

ADOPTED BUDGET:	\$1,470,337.00	EXPLANATION:
EXPENDED THROUGH JUNE:	\$1,358,005.94 (92.4%)	
STAFF LEVEL BUDGETED:	23.0	F.T.E.
STAFF LEVEL MAINTAINED:	21.1	F.T.E. Planner Vacancy

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING JUNE:

ALEDO - Grant Inquiry.
 ALPHA - HCEDP Participation.
 ANDALUSIA - RICWMA Staffing; Riverfront Council; Website Development.
 ATKINSON - HCEDP Participation; Personnel Policies.
 BETTENDORF - Joint Purch.; Scott Co. Housing Council; Aerial Photo Coord.; Uniform Bldg. Code Coord.; Transit Planner Implementation; Riverfront Cncl.; Solid Waste Coord.; I-74 Brdg. Crossing Coord.; Transit Alternatives Study; Fire Mutual Aid; QCARD Coord.; Drug/Alcohol Testing Consortium; E9-1-1 Coord.; Blue Ribbon Coord.; RLF Admin.; Trail Coord.; TIP Follow-Up; Grant Inquiry; Joint Auction; Long Range Plan Data; Traffic Projections; REAP App.; Belmont Rd. Mtg.
 BLUE GRASS - Housing Council Coord.; Trail Coord.; Reg. 9 Trans. Coord.; Mapping for Brochure.
 BUFFALO - Housing Council Coord.; Trail Planning; Riverfront Council.
 CAMBRIDGE - Housing Program Follow-Up.
 CARBON CLIFF - Trail Connection Coord. and App.; RICWMA Staffing.
 COAL VALLEY - Joint Purchasing; RICWMA Staffing; Comp. Plan.
 COLONA - Trail Coord.; Joint Purchasing; Aerial Photo Coord.; Park/Rec Public Input.
 CORDOVA - RICWMA Staffing; Riverfront Council.
 DAVENPORT - Joint Purch.; Rvrfrt. Activities & River Vision; Fire Mutual Aid; Drug/Alcohol Testing Consort.; Scott Co. Hsg. Cncl.; Uniform Bldg. Code Coord.; I-74 Brdg. Study; Flood Acq. Admin.; Solid Waste Coord.; Transit Alternatives Study; QCARD; RLF Loan Admin.; FRI Proj. Coord.; REAP App.; Aerial Photo Coord.; Transit Planner Implementation; Lead Grant Coord.; Interoperability Grant App.; Dispatch Study Contract; Fair Housing Mtg.
 EAST MOLINE - IL QC Intergov. Comm.; Grand IL Trail Conn. Coord.; E9-1-1 Coord.; Joint Purch.; RICWMA Staffing; WIB Part.; RMS Coord.; Riverfront Council; EDI Grant Environ. Asst.; EDA Pre-App.; Carver Foundation Request.
 ELDRIDGE - Uniform Bldg. Code Coord.; Scott Co. Hsg. Cncl. Coord.; Solid Waste Coord.
 GENESEO - Comprehensive Plan; Joint Purchasing.
 HAMPTON - RICWMA Staffing; Riverfront Council; Land Use Plan Proposal.
 HENRY COUNTY - Joint Purch.; HCEDP Partic.; WIB Partic.; Job Desc.
 KEWANEE - WIB Participation; CDAP Admin.
 LECLAIRE - Joint Purchasing; Scott Co. Housing Council; Riverfront Council; Aerial Photo Coord.
 LONG GROVE - Hsg. Cncl. Coord.; Scott Co. Fire Chiefs Mutual Aid; Reg. 9 Trans. Coord.
 MCCausland - Scott Co. Housing Council; Reg. 9 Trans. Coord.; Grant Inquiry.
 MERCER COUNTY - MERGO Partic.; Joint Purch.
 MILAN - Joint Purchasing; RICWMA Stfg.; IL QC Intergov. Comm.; E9-1-1 Coord.; RMS Coord.; Comp Plan; RLF Admin.; Website Update; Police Mapping.
 MOLINE - Fire Mutual Aid; RICCES Coord.; IL QC Intergov. Comm.; E9-1-1 Coord.; Joint Purchasing; I-74 Brdg. Crossing Study; RICWMA Stfg.; WIB Participation; RMS Coord.; Rvrfrt. Cncl.; RLF Admin.; Telecomm. RFQ; Aerial Photo Coord.; Trails Coord. and ITEP App.; Fair Housing Mtg.; Prospect Park Dedication.
 MUSCATINE CITY - Trail Plan; Reg. 9 Coord.; Fact Sheet; Solid Waste Coord.; Bridge Lighting Mtg.; QCARD.
 MUSCATINE COUNTY - Trails Pln./MRT Mtg./Hoover Trail; Website Maint.; Reg. 9 Coord.; Aerial Photo Coord.; Fact Sheet; Solid Waste Coord.
 NEW BOSTON - Boat Grant Follow-Up; IIRA "Mapping" Process Participation.
 ORION - Mapping; Website Maintenance; Enh. Grant Inquiry.
 PORT BYRON - RICWMA Staffing; Riverfront Cncl.; EPA Grant Asst.
 PRINCETON - Scott Co. Housing Cncl.; Riverfront Cncl.
 RAPIDS CITY - RICWMA Staffing; Riverfront Cncl.
 RIVERDALE - Riverfront Cncl.; Website Maintenance; Belmont Rd. Mtg.
 ROCK ISLAND CITY - IL QC Intergov. Comm.; E9-1-1 Coord.; Joint Purch.; Am. Disc. Trail Crossing Proj.; Riverfront Cncl.; Uniform Bldg. Codes; RICWMA Stfg.; Park/Rec. Master Pln.; QCARD; RICCES Coord.; Brdg. Constr. Coord.; WIB Partic.; RMS Coord.; Nghbrhood Partners; RLF Admin.; Telecomm. RFQ; Aerial Photo Coord.; EDA Special Project; REIG Open House; Fair Housing Mtg.; Police Mapping.
 ROCK ISLAND COUNTY - E9-1-1 Coord.; IL QC Intergov. Comm.; RICWMA Stfg.; Joint Purchasing; Trail Coord.; Uniform Bldg. Code Coord.; FEMA HMGP Coord.; QCARD; Stationery Graphics; WIB Part.; RMS Coord.; Telecomm. RFQ; Aerial Photo Coord.; Zoning Reviews and LESA Assistance; Ind. Site Map.
 SCOTT COUNTY - CDBG FRI Grnt.; Fin. Mgnt.-Decat & Empow.; Scott Co. Hsg. Cncl.; Jnt. Prch.; Unfrm Bldg. Code Coord.; Solid Waste Coord.; I-74 Brdg. Study; Trl Plng.; QCARD; Intergov. Mtg.; RLF Admn.; Reg. 9 Coord.; E9-1-1 Coord.; EMS Resource Dir.; Police Mutual Aid Agrmnt.; Aerial Photo Coord.; EDA Training Proj. Readiness.
 SHERRARD - Codification Proposal.
 SILVIS - E9-1-1 Coord.; Trail Plng.; Joint Purch.; IL Intergov. Comm. Coord.; RICWMA Stfg.; RMS Coord.; Telecomm. RFQ; Comp Plan Inquiry.
 VIOLA - Zoning Ordinance/Mapping.
 WALCOTT - Hsg. Cncl. Coord.; Reg. 9 Trans. Coord.; Trail Coord.; RLF Grant App. & Inquiry.
 WILTON - Reg. 9 Trans. Coord.; Solid Waste Coord.; Trail Planning.
 WEST LIBERTY - Reg. 9 Trans. Coord.; Comp. Plan; Trail Planning; Solid Waste Coord.
 WOODHULL - HCEDP Participation; Grant Inquiry.

Bi-State Report – June

COMMUNITY/ECONOMIC DEVELOPMENT: EDA 203 Planning Grant Implementation. Conducted ED Toolkit training session with Scott and Rock Island Counties. Meet with EDA representatives to discuss potential EDA funded projects in the Region. Attended ED Practitioners' Meeting. Attended ED/Transportation Roundtable meeting in Galesburg. Assisted with Quad Cities Industrial Task Force. Facilitated review of CEDS Goals by the CEDS Committee. Attended Henry County Economic Development Partnership (HCEDP), Mercer County MERGO, and Quad City Development Group (QCDG) meetings. Attended Unified Growth Study report session, and the Workforce Development Board and IL Area 13 Workforce Investment Board Economic Development Committee meetings. Continued 2001 Davenport flood recovery acquisition program and FEMA/IHSEMD grant management. Worked with local officials on IL Telecommunications Study proposal. Participated in Rock Island Co. Land Evaluation Site Assessment (LESA) update meeting. Attended IA State Extension Planning & Zoning Workshop. Prepared presentation for U.S. Department of Defense Base Realignment and Closing (BRAC) hearings as related to Rock Island Arsenal. Met with regional EDA Director on status of program.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES:

Data Center:

Staff responded to 45 data and map requests, including 17 from local businesses, 12 from non-profits, 3 from academic institutions, 3 from private citizens and 1 from the federal government. The data section from the bi-state website had 234 page reviews.

Graphics/Mapping:

Ambulance District Mapping Proposal; Bridge Restriction Map; Demographic Mapping request; GIS/Aerial Photography Coordination; Long Range Transportation Plan 2030 Mapping; Pleasant Valley School Distr. Mapping; Public Officials Directory Mapping; QC Urban Area Greenway Mapping; QC (Seeger) Street Map Update/Distribution/Marketing; TIP Mapping; United Way InfoLink Food Pantry Map Update; Update/Maintain GIS Data for Street Centerlines, Fed. Functional Class Routes, Landmarks and Trails.

On-Line/Interactive Media Services:

Top files downloaded files and pages viewed include: BSRC Home Page (1,623); Bridge Restriction Notices (634); West Rock River Bridge Map (151); BSRC Agency – Contact Page (151); Iowa QC Transit Alternatives Analysis Study Page (132); Quad Cities Region Fact Sheet (58); QC Metro Area Average Daily Traffic Counts Map (53); BSRC Maps (95); Iowa QC Transit Consolidation Study (26); Public Officials Directory (25). Updates to the site this month include: Bridge Restriction Notices; Features Section; Updated Traffic Count Map; Intelligent Transportation System (ITS) Architecture Plan; Iowa QC Transit Alternatives Analysis Study. Continued monitoring/assisting with DNS (Domain Name Registration), Hosting and Statistics Reporting for member sites as well as BSRC site, and continued development/updates/maintenance on several member government websites.

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Continued work to update the QC Greenway Plan update project. Coordinated with Quad Cities Area Recreation Directors (QCARD). Served inquiries regarding trail/recreation project funding assistance. Continue to work on development of Muscatine Countywide trails plan. Served RICWMA with Board meeting, program administration & telephone inquiries. Coordinated, attended and staffed two drop-off recycling program administration and contract review meetings. Revised and finalized adopted FY 06 RICWMA Budget. Participated in planning teleconference for 2006 National Trails Symposium. Served at NWMA golf outing. Met with Blue Grass Trails Committee to discuss planning and funding opportunities for trail development. Continue to work with City of Walcott on development of Walcott Community Nature Park and Trail. Attend meeting to discuss lighting of Muscatine bridge.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued coordination of Joint Purchasing Program including: prepared for monthly meeting; prepared monthly report for Intergovernmental Committee. Worked on the following bids: 2006 Office Calendars, Printer Supplies and Fall Copier and Computer Paper bids. Held can liner educational meeting. Coordinated joint auction preparation. Staffed IA and IL QCA intergovernmental forums and meetings of building code officials, managers and administrators. Coordinated meeting on Beltway Area Development Standards. Continued coordination of Bi-State Fire Mutual Aid Agreement and the preliminary QC Fire Communications Protocol. Continued monitoring Bi-State Police Mutual Aid Agreement. Edited and tested final Scott County EMS Resource Directory. Coordinated contract review for Scott County consolidated dispatch study. Began application to DOJ for a region-wide fiber optic communications network for emergency services. Attended Iowa grant's database project meeting. Hosted APA audio-conference on zoning law.

REVOLVING LOAN FUND: Administered RLF Program: prepared meeting agenda, minutes, Financial Summary Report and Delinquency Report. Continued work with delinquent Moline company for repayment plan. Worked with Moline company on temporary interest only request. Reviewed Milan company application. Attended Rock Island & Scott County Economic Tool Kit training. Attended Illinois Small Business Development Center Meeting. Continue receiving job creation information from active companies. Provided program information to potential project applicants. Prepared UCC release for Moline company. Researched and purchased loan servicing/tracking software.

TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT: Continued staff coordination of river crossing issues, including annual bridge construction coordination. Monitored status of federal transportation act reauthorization. Attended ILDOT statewide ITS Architecture meeting. Coordinated Community Awareness for Roadway Safety (CARS) meeting. Coordinated Joint Traffic Safety Meeting. Conducted local traffic studies and transit analyses. Prepared monthly report of federal transportation programs. Continued air emission reduction marketing/education efforts & transit marketing effort related to air quality. Held QC Air Quality Task Force meeting. Continued to work on connection of American Discovery Trail/Grand Illinois Trail. Continued coordination of the Bi-State Drug and Alcohol Testing Consortium. Held Region 9 Transportation Technical and Policy Committees' meetings. Completed Urban and Region 9 Transportation Improvement Programs. Coordinated Urban and Region 9 TIP revisions and amendments. Submitted final Urban TIP to Iowa and Illinois DOT. Staffed Study Advisory Committee meeting for IA QC Transit Alternatives Analysis Study. Conducted follow-up for IAQC transit planner position. Continued 2035 QC Long Range Plan development, including: modeling, mapping, demographics, transit, trail and public input strategies. Addressed state/federal comments on draft Urban and Region 9 Transportation Planning Work Programs (TPWPs) to prepare final copies. Continued beta testing of Iowa TPMS as part of transportation improvement programming. Held meeting of Job Access Reverse Commute (JARC) planning committee to review application proposals. Addressed inquiries from members regarding the Illinois Transportation Enhancement Program 2005 project applications.