

City Administrator Report to Mayor & City Council

July 17, 2015, Edition No. 182

WEEKLY UPDATE:

1. Mississippi Drive: Just a heads up that the tentative date for the public meeting and kick off for the Mississippi Drive project will be 9/1 on the Riverfront. More details will follow, but I wanted to get the date out as a placeholder.
2. Communications: Emily is off and running with departmental tours and social media. You can find the new blog at <https://muscatineiowa.wordpress.com>. We have reviewed numerous ideas that you should see coming forward to engage the community. Tracking metrics will be a key going forward (and determining the best metrics to tell the story). We have put Emily in touch with both the Waukee and Johnston City Communications Managers to review what they have learned. Suggestions on topics or metrics that you would like to see tracked are always welcome.
3. Community Development: Linn County will be conducting temporary electrical inspections until our new inspector begins on July 27th.
4. Miss Drive: There is a new resource by the Walkable and Livable Communities Institute and AARP on making communities more walkable and bikeable. Per the Institute: "If you believe a picture can speak a thousand words, or you know people who are visual learners, then you will enjoy and want to share the latest free, educational resource created by the WALC Institute and AARP: The Imagining Livability Design Collection, a visual portfolio of tools and transformations." You can find the document at the following link: <http://www.aarp.org/content/dam/aarp/livable-communities/documents-2015/AARP-ImaginingLivabilityDesignGuide-61905m.pdf>.
5. Fire: The NFPA Fire Experience survey for June is attached.
6. Bi-State: Bi-State will be presenting the Freight Commodity Study, a demonstration of the commodity flow data tool, and a report on the results of the study by Cambridge Systematics. It is envisioned the results and future projects be reviewed and incorporated into our area long range transportation planning efforts. Gena McCullough, AICP, Planning Director Bi-State Regional Commission. I will forward information from the meeting upon receipt.
7. Library: The Library Steering Committee met this past week and I will forward a copy of the presentation upon receipt. Review was concept for a re-fit of the current site as well as two new sites (riverfront and the reuse of a downtown block).
8. Bi-State: Attached is the July 2015 Commission Packet. The next Commission meeting is scheduled for Wednesday, July 22, 2015.
9. Mississippi Drive: FYI Per IDOT - I'm pleased to submit the fully executed Memorandum of Agreement (MOA) for the Mississippi Drive Corridor Reconstruction Project, STP-U-5330(614)--27-70. This MOA now governs the implementation of Section 106 for this project. See attached.

10. CP: We have a draft RR agreement and cost allocation to begin reviewing with the CP RR at next week's next meeting on Miss Drive and the Merrill Hotel.
11. Fulliam and Houser: The Traffic Committee is reviewing several options for the Fulliam and Houser Intersection: Status Quo, 4 way Stop, Roundabout, Turn lanes, and Traffic Signals. Staff is also investigating costs for a modified traffic signal setup. As we finalize discussions and cost Randy Hill will request time at an In-Depth City Council meeting to share recommendations with council.

PROJECT STATUS REPORT (HILL):

[Colorado Street Reconstruction Project \(Jim\):](#)

1. Punch List remains
2. Re-stripe road surface (Contractor)
3. Prepare for final sale of property
4. "Branching Out" trees need planted (not part of contract)
5. Estimated Closeout Date - September 17th
6. Final DOT Audit

[Cedar Street Reconstruction Project \(Bill\):](#)

1. Utility Lights installation - By end of July
2. Repair concrete damaged by errant motorists near Hayes
3. Punch List Preparation
4. Landscaping - Sod installation
5. Bio-Swaile Construction
6. Restripe road surface (Contractor)
7. Nick-Jon --- Landscaping (fescue grasses/red fountain grass/ trees)
8. Signage
9. Concrete Borings
10. Estimated Closeout Date - October 15th
11. Final DOT Audit

[West Hill Sewer Separation - Phase III A \(Steve\):](#)

1. Need to prep the 4th/Chestnut intersection for the Color Run on July 17th
2. Preliminary estimated cost of Stanley's design error: \$23,000
3. 4th Street needs to be paved before we allow Contractor to close W. 5th
4. MPW & Hagerty seem to be working well together.
5. Note: compaction of MPW's trench dirt to be negotiated
6. Estimated Closeout Date - October 15th

[Sidewalk Construction Program \(Pete\):](#)

1. Pre-Construction Conference set for July 15th, 10:00 a.m. PW Conference Room
2. Prepare door knocker to notify adjacent residence of schedule

[Diana Queen Drive \(Steve\):](#)

1. Pre-Bid meeting set for Monday, July 20th at PW Conference Room
2. Bid Opening July 29th
3. Construction start: September, 2015

[2015 Asphalt Overlay Program \(R. Howell\):](#)

1. Will begin milling last week of July
2. Overlay work in July
3. Estimated Closeout Date - September 3rd
4. Need to make a decision on cost sharing for E. 9th Street

[Transfer Station Trail \(Jody\):](#)

1. Will begin clearing in mid-July
2. Estimated completion August 31st

Muscatine Fire Department

NEPA Fire Experience Survey

06/01/2015 to 06/30/2015

Part II: MAJOR FIRES

Date	Name of Occup/Owner, Address and Property Use	Civilian Fire Deaths	Property Loss
06/06/2015	Dave Reichert 105 Clinton ST 1 or 2 family dwelling	0	5,000
06/07/2015	Geri Awani bike path off University Open land or field	0	5,000
06/13/2015	Nasir, Mohammad 201 Colorado ST Multifamily dwelling	0	2,000

Muscatine Fire Department
NFPA Fire Experience Survey
06/01/2015 to 06/30/2015

Part III: BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

A. FIRES IN STRUCTURES BY FIXED PROPERTY USE	Number of Fires	Civilian Casualties		Property Damage
		Deaths	Injuries	
1. Private Dwellings	3	0	1	6,000
2. Apartments	1	0	0	2,000
3. Hotels and Motels	0	0	0	0
4. All Other Residential	0	0	0	0
5. TOTAL RESIDENTIAL FIRES	4	0	1	8,000
6. Public Assembly	0	0	0	0
7. Schools and Colleges	0	0	0	0
8. Health Care/Penal	0	0	0	0
9. Stores and Offices	0	0	0	0
10. Industry/Utility	0	0	0	0
11. Storage in Structures	0	0	0	0
12. Other Structures	0	0	0	0
13. TOTAL STRUCTURE FIRES	4	0	1	8,000

B. OTHER FIRES AND INCIDENTS

14a. Highway Vehicles	2	0	0	5,100
14b. Other Vehicles	0	0	0	0
15. Non-Structure/Non-Vehicle	0	0	0	0
16. Brush/Grass/Wildland	0	0	0	XXXXXXXXXXXXXX
17. Rubbish/Dumpsters	1	0	0	XXXXXXXXXXXXXX
18. All Other Fires	0	0	0	0
19. TOTAL FOR FIRES	7	0	1	13,100
20. Rescue/Emergency Med	357	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
21. False Alarms	17	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
22. Mutual Aid (Given)	0	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
23a. Hazmat Responses	2	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
23b. Other Hazardous Responses	2	XXXXXXXXXXXXXXXXXXXXXXXXXXXX*XXXXXX		
24. All Other Responses	9	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
25. TOTAL FOR ALL INCIDENTS	394	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		

	Number of Confined Fires	Number of Nonconfined Fires
5. Residential Fires (line 5 above)	0	4
13. Structure Fires (line 13 above)	0	4

Muscatine Fire Department

NFPA Fire Experience Survey

06/01/2015 to 06/30/2015

Part IV: BREAKDOWN OF FALSE ALARM RESPONSES

Type of Response	Number of Incidents
1. Malicious, Mischievous False Call	1
2. System Malfunction	6
3. Unintentional	10
4. Other False Alarms	0

Part V: INTENTIONALLY SET FIRES IN STRUCTURES AND VEHICLES

	Number of Fires	Civilian Deaths	Casualties Injuries	Property Damage
1. Structure Fires Intentionally Set	0	0	0	0
2. Vehicle Fires Intentionally Set	0	0	0	0

Part VI: FIRE SERVICE EXPOSURES AND INJURIES

Total Number of Infectious Disease Exposures.....:	0
Total Number of Hazardous Condition Exposures.....:	0
Total Number of Nonfatal Firefighter Injuries.....:	0
On-Duty Fire Fighter Injuries (Nonfatal) by Type of Duty, and Nature of Most Serious Injury	

Nature of Most Serious Injury	Respond/ Return	At Fire Ground	Non-Fire Emerg	Train.	Other On-Duty
1. Burns	0	0	0	0	0
2a. Smoke or Gas Inhalation	0	0	0	0	0
2b. Other Respiratory Distress	0	0	0	0	0
3. Burns and Smoke Inhalation	0	0	0	0	0
4. Wound/Cut/Bleeding/Bruise	0	0	0	0	0
5. Dislocation/Fracture	0	0	0	0	0
6. Heart Attack or Stroke	0	0	0	0	0
7. Strain/Sprain/Muscle Pain	0	0	0	0	0
8. Thermal Stress	0	0	0	0	0
9. All Other	0	0	0	0	0
10. TOTAL	0	0	0	0	0

Fire Ground Injuries (Nonfatal) By Cause

1. Exposure to Fire Products	0	2. Exposure to Chem./Radiation	0
3. Fell, Slipped, Jumped	0	4. Overexertion	0
5. Stepped on/Contact With	0	6. Struck By	0
7. Extreme Weather	0	8. All Other	0

Number of Injuries Resulting in Lost Time: 0

How many shifts were lost as a result of these injuries: _____

Fire Department Vehicle Accidents

Accidents involving fire department emergency vehicles: _____ Resulting injuries: _____

Accidents involving firefighter's personal vehicles....: _____ Resulting injuries: _____

Muscatine Fire Department

NFPA Fire Experience Survey

01/01/2015 to 06/30/2015

Part II: MAJOR FIRES

YEAR-TO-DATE

Date	Name of Occup/Owner, Address and Property Use	Civilian Fire Deaths	Property Loss
04/17/2015	Michael Townsley 24 Debbie AVE 1 or 2 family dwelling	0	25,000
02/20/2015	Torres, Cristina 410 McArthur St. 1 or 2 family dwelling	0	15,000
04/29/2015	CAM II Warehouse 6110 49th ST S Warehouse	0	10,000

Muscatine Fire Department
NFPA Fire Experience Survey
01/01/2015 to 06/30/2015

Part III: BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

A. FIRES IN STRUCTURES BY FIXED PROPERTY USE	Number of Fires	Civilian Casualties		Property Damage
		Deaths	Injuries	
1. Private Dwellings	19	0	1	79,000
2. Apartments	3	0	0	2,150
3. Hotels and Motels	0	0	0	0
4. All Other Residential	1	0	0	0
5. TOTAL RESIDENTIAL FIRES	23	0	1	81,150
6. Public Assembly	0	0	0	0
7. Schools and Colleges	1	0	0	0
8. Health Care/Penal	1	0	0	0
9. Stores and Offices	2	0	0	150,000
10. Industry/Utility	1	0	0	0
11. Storage in Structures	3	0	0	16,500
12. Other Structures	0	0	0	0
13. TOTAL STRUCTURE FIRES	31	0	1	247,650
B. OTHER FIRES AND INCIDENTS				
14a. Highway Vehicles	7	0	0	24,100
14b. Other Vehicles	0	0	0	0
15. Non-Structure/Non-Vehicle	1	0	0	0
16. Brush/Grass/Wildland	7	0	0	XXXXXXXXXXXXXX
17. Rubbish/Dumpsters	5	0	0	XXXXXXXXXXXXXX
18. All Other Fires	2	0	0	0
19. TOTAL FOR FIRES	53	0	1	271,750
20. Rescue/Emergency Med	2,113	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
21. False Alarms	102	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
22. Mutual Aid (Given)	1	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
23a. Hazmat Responses	14	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
23b. Other Hazardous Responses	8	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
24. All Other Responses	54	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
25. TOTAL FOR ALL INCIDENTS	2,345	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
		Number of Confined Fires		Number of Nonconfined Fires
5. Residential Fires (line 5 above)	6			17
13. Structure Fires (line 13 above)	8			23

Muscatine Fire Department

NFPA Fire Experience Survey

01/01/2015 to 06/30/2015

Part IV: BREAKDOWN OF FALSE ALARM RESPONSES

Type of Response	Number of Incidents
1. Malicious, Mischievous False Call	8
2. System Malfunction	29
3. Unintentional	56
4. Other False Alarms	9

Part V: INTENTIONALLY SET FIRES IN STRUCTURES AND VEHICLES

	Number of Fires	Civilian Deaths	Casualties Injuries	Property Damage
1. Structure Fires Intentionally Set	0	0	0	0
2. Vehicle Fires Intentionally Set	0	0	0	0

Part VI: FIRE SERVICE EXPOSURES AND INJURIES

Total Number of Infectious Disease Exposures.....:	0
Total Number of Hazardous Condition Exposures.....:	0
Total Number of Nonfatal Firefighter Injuries.....:	7

On-Duty Fire Fighter Injuries (Nonfatal) by Type of Duty, and Nature of Most Serious Injury

Nature of Most Serious Injury	Respond/ Return	At Fire Ground	Non-Fire Emerg	Train.	Other On-Duty
1. Burns	0	0	0	0	0
2a. Smoke or Gas Inhalation	0	0	0	0	0
2b. Other Respiratory Distress	0	0	0	0	0
3. Burns and Smoke Inhalation	0	0	0	0	0
4. Wound/Cut/Bleeding/Bruise	0	0	1	0	0
5. Dislocation/Fracture	0	0	0	0	0
6. Heart Attack or Stroke	0	0	0	0	0
7. Strain/Sprain/Muscle Pain	0	0	1	0	0
8. Thermal Stress	0	0	0	0	0
9. All Other	0	1	4	0	0
10. TOTAL	0	1	6	0	0

Fire Ground Injuries (Nonfatal) By Cause

1. Exposure to Fire Products	0	2. Exposure to Chem./Radiation	0
3. Fell, Slipped, Jumped	0	4. Overexertion	0
5. Stepped on/Contact With	0	6. Struck By	0
7. Extreme Weather	0	8. All Other	1

Number of Injuries Resulting in Lost Time: 1

How many shifts were lost as a result of these injuries: _____

Fire Department Vehicle Accidents

Accidents involving fire department emergency vehicles: _____ Resulting injuries: _____

Accidents involving firefighter's personal vehicles...: _____ Resulting injuries: _____

FINANCIAL
(green)ACTION NEEDED
(yellow)INFORMATIONAL
(white)

MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, July 22, 2015, 3:30 p.m.

Scott County Administrative Center

600 West Fourth Street

Davenport, IA

- | FINANCIAL
(green) | ACTION NEEDED
(yellow) | INFORMATIONAL
(white) | | | | | | | | | |
|---|--|--------------------------|---|--|----------------------------|----------|----------------|---|--|----------|----------------|
| | X | | 1. <u>Approval of the June 24, 2015 Minutes (See enclosed)</u> – John Thodos, Chair | | | | | | | | |
| X | X | | 2. <u>Treasurer's Report (See enclosed)</u> – Marty O'Boyle, Treasurer | | | | | | | | |
| | | | 3. <u>Finance and Personnel Committee/Financial Matters</u> – Chuck Austin, Finance and Personnel Committee Chair | | | | | | | | |
| X | X | | a. <u>Bills</u> (See enclosed) | | | | | | | | |
| X | | X | b. <u>Report on Progress on Commission's FY 2015 Program Budget as of 6/30/2015</u> (See enclosed) | | | | | | | | |
| X | X | | c. <u>Contracts/Grants for Consideration</u> – Denise Bulat, Executive Director | | | | | | | | |
| | | | <table border="1"> <tbody> <tr> <td>I. Illinois Department of Transportation</td> <td>HSTP Region 2 Coordination</td> <td>\$69,637</td> <td>7/1/15-6/30/17</td> </tr> <tr> <td>II. Illinois Department of Transportation</td> <td>Freight Commodity Planning & Data Enhancements</td> <td>\$33,482</td> <td>8/1/15-6/30/16</td> </tr> </tbody> </table> | I. Illinois Department of Transportation | HSTP Region 2 Coordination | \$69,637 | 7/1/15-6/30/17 | II. Illinois Department of Transportation | Freight Commodity Planning & Data Enhancements | \$33,482 | 8/1/15-6/30/16 |
| I. Illinois Department of Transportation | HSTP Region 2 Coordination | \$69,637 | 7/1/15-6/30/17 | | | | | | | | |
| II. Illinois Department of Transportation | Freight Commodity Planning & Data Enhancements | \$33,482 | 8/1/15-6/30/16 | | | | | | | | |
| | | | III. Other Contracts/Grants | | | | | | | | |
| | | X | 4. <u>Bi-State Region Freight Study Recommendations</u> – Erika Witzke and Alan Meyers, Cambridge Systematics, Inc. | | | | | | | | |
| | | | 5. <u>Questions or Comments by Commissioners</u> | | | | | | | | |
| | | | 6. <u>Other Business</u> | | | | | | | | |
| | | | 7. <u>Adjournment</u> | | | | | | | | |

NEXT MEETING: **Wednesday, August 26, 2015 – 3:30 p.m.**

Scott County Administrative Center

600 West Fourth Street

Davenport, IA

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

Wednesday, June 24, 2015, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Kelly – Vice Chair, Austin, Callaway-Thompson, Gluba, Heninger, Holst, Hopkins, Howard, Lawrence, Liddell, Maranda, Newton-Butt, O’Boyle, Schloemer, Sherwin, Stoermer, Sunderbruch, Tank, Terry

MEMBERS ABSENT: Anderson, Earnhardt, Gallagher, Gordon, Gradert, Hillman, Holmes, Looney, Meeker, Pauley, Raes, Thodos, Volz, Washburn, Williams

OTHERS PRESENT: Joe Taylor, Director, Quad Cities Convention & Visitors Bureau; Nick Cusick, Director, Muscatine County Convention & Visitors Bureau

STAFF PRESENT: Bulat, Grabowski, Miller

Vice Chair Kelly called the meeting to order at 3:34 p.m.

1. **Approval of the May 27, 2015 Minutes.** Mayor Gluba moved to approve the minutes of May 27, 2015 as presented. Mr. Austin seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Mayor O’Boyle presented the Treasurer’s Report for the month ending May 31, 2015, noting an ending total bank and book balance of \$379,872.45. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Howard seconded the motion, and it passed unanimously.
3. **Finance and Personnel Committee.**
 - a. **Bills.** Mr. Austin presented the bills totaling \$83,786.64, as listed on the following bills listing and addendum dated June 24, 2015:

Bills List

Emsi, Analyst renewal subscription for the period June 1, 2015 thru May 31, 2016	\$ 9,000.00
Hurt, Norton & Associates, May 2015 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	9,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	3,395.00

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending the Washington, DC trip; 2 staff attending the TRB National Transportation Planning Applications conference; Henry County Economic Development Partnership (HCEDP) expenses (costs reimbursed by HCEDP); Quad City Riverfront Council meeting (costs reimbursed by participants); office supplies	2,263.39
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Bohnsack & Frommelt LLP, progress billing for year-end audit and single audit for June 30, 2015	2,500.00
Cambridge Systematics, Inc., Bi-State Regional Commission Freight Commodity Efficiency Study/Plan	51,988.98
Rock Island County Treasurer	4,889.27
07/2015 Rent	\$4,618.38
07/2015 Internet Access	88.00
05/2015 Supplies	62.65
05/2015 Cell Phone	120.24*
*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)	

Mr. Austin moved approval of the bills totaling \$83,786.64 as presented above. Ms. Sherwin seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2014-15 Program Budget as of May 31, 2015. Ms. Bulat explained the Program Budget Status Report was mailed in members' packets. The Commission is 92% through the fiscal year with 87% expended and within budget.

- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts and grant amendment for consideration.

- Contract with Emergency Telephone System Board for Staff Support. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Rock Island County Waste Management Agency for Staff Support. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Scott County Kids for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Scott County Housing Council for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Rock Island Arsenal Development Group for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Grant with Iowa Association of Regional Councils for Iowa Department of Economic Development for planning assistance to local governments. The grant is for \$11,764 and will run from July 1, 2015 to June 30, 2016.
- Amendment to Unity Point Health/Quad City Health Initiative contract for the PICH grant activities for an additional \$21,370, bringing the total contract to \$145,245.

Mr. Austin moved approval of the contracts and grant amendment as presented above, and Mr. Maranda seconded. The motion passed unanimously with Mr. Schloemer abstaining from voting on the Scott County Housing Council contract and Mr. Liddell abstaining from voting on the PICH grant amendment.

- d. Consideration of Revised FY2015 Commission Budget Plan. Mr. Maranda moved approval of the revised FY2015 Commission budget plan as presented. Ms. Callaway-Thompson seconded the motion, and it passed unanimously.

- e. Consideration of Recommended FY2016 Commission Budget Plan. Mr. Stoermer moved approval of the recommended FY2016 Commission budget plan as presented at the May 27, 2015 meeting. Mayor Hopkins seconded the motion, and it passed unanimously.
4. Report on Tourism Activities. Mr. Cusick reported that in 2013, tourists spent \$76,950,000 in Muscatine County and generated \$91,000 in local tax receipts. The Muscatine tourism industry employed 670 in the county.

Formerly a part of Greater Muscatine Chamber of Commerce and Industry, the Muscatine Convention and Visitors Bureau was reorganized by the City of Muscatine in 2013 to become an independent organization with an 18-member board. Twenty-five percent of Muscatine hotel/motel tax is dedicated to the bureau. For the first time, this allowed for a full-time staff member. On June 8th of this year the board voted to dissolve the corporation and move toward becoming a department of the city of Muscatine, but it will function the same as it has for the past two years but with a seven-member advisory board.

Mr. Cusick said it was record-high fiscal year for hotel/motel tax with over \$415,000 collected. This fiscal year showed a record-high first quarter of over \$123,000. In May 2015, the bureau launched its digital marketing/retargeting campaign with the release of its new brand: Made In Muscatine. The premise of brand was to celebrate Muscatine's industrial & entrepreneurial past and present while showing potential visitors that experiences, adventures, and memories are "made" in Muscatine.

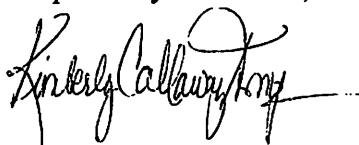
Mr. Taylor stated the Quad Cities Convention & Visitors Bureau is celebrating its 25th anniversary. The bureau is governed by a board of directors with seven public sector member and seven private sector members. It is accredited by Destination Marketing Association International, and funding for the bureau comes from hotel taxes from each municipality, state grants from Illinois and Iowa, and partnerships with local businesses.

In 2013, tourists in the Quad Cities spent \$800 million on goods and services. The tourism industry employed over 8,300 employees and those employees earned \$132 million in wages. Tourists generated \$11 million in direct tax revenue.

Mr. Taylor said the Mississippi River Trail and American Discovery Trail development continues to be supported by the bureau. The John Deere Classic celebrates its 45th year in the Quad Cities with Jordon Spieth defending his title. RAGBRAI XLIII ends in Davenport on July 25, on the same day as the annual Quad-City Times Bix 7. Next year, the Missouri Valley Conference Women's Basketball Tournament will take place in the Quad Cities 2016-2017.

5. Questions or Comments by Commissioners. There were no questions or comments by Commissioners.
6. Other Business. There was no other business.
7. Adjournment. The meeting adjourned at 4:06 p.m.

Respectfully submitted,



Kimberly Callaway-Thompson
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING JUNE 30, 2015**

	<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, 2015	\$ 391,103.14			
Add Deposits		\$ 502,203.95		
Less Transfers			\$ 384,250.97	
Balance – June 30, 2015				\$ 509,056.12
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – June 1, 2015	\$ 1,172.58			
Add Deposits		\$ 0.14		
Less Transfers			\$ 0.00	
Balance – June 30, 2015				\$ 1,172.72
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – June 1, 2015	(\$ 116,742.46)			
Add Deposits		\$ 294,950.81		
Less Checks Written			\$ 201,710.35	
Balance – June 30, 2015				(\$ 23,502.00)
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – June 1, 2015	\$ 4,339.19			
Add Deposits		\$ 104,255.96		
Less Checks Written			\$ 104,362.87	
Balance – June 30, 2015				\$ 4,232.28
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – June 1, 2015	<u>\$ 100,000.00</u>			
State Bank of Orion 12/26/14 – 6/25/15 (.20%)				
Add Investments Made		<u>\$ 100,000.00</u>		
State Bank of Orion 6/25/15 – 12/25/15 (.20%)				
Less Investments Matured			<u>\$ 100,000.00</u>	
State Bank of Orion 12/26/14 – 6/25/15 (.20%)				
Balance – June 30, 2015				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – June 1, 2015	<u>\$ 379,872.45</u>			
Deposits in June		<u>\$1,001,410.86</u>		
Withdrawals in June			<u>\$ 790,324.19</u>	
Balance – June 30, 2015				<u>\$ 590,959.12</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – June 1, 2015	<u>\$1,181,688.78</u>			
Add Deposits		<u>\$ 15,697.60</u>		
Less Withdrawals			<u>\$ 16,976.78</u>	
Balance – June 30, 2015				<u>\$1,180,409.60</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – June 1, 2015	<u>\$ 38,776.29</u>			
Add Deposits		<u>\$ 8,027.28</u>		
Less Withdrawals			<u>\$ 19,686.76</u>	
Balance – June 30, 2015				<u>\$ 27,116.81</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE JULY 22, 2015
BI-STATE REGIONAL COMMISSION MEETING**

Hurt, Norton & Associates, June 2015 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	\$ 9,750.00
National Association of Development Organizations (NADO), membership Renewal, general, 8/1/2015 – 7/31/2016; Regional Planning Organization America Subscription, 7/1/2015 – 6/30/2016	2,500.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	<u>3,640.00</u>
TOTAL	<u>\$15,890.00</u>

Additional bills for which invoices have not yet been received and will be listed on an addendum to be distributed separately.

**BI-STATE REGIONAL COMMISSION
FY 2014-15 Program Budget Status Report
Through Month of June – 100% of Year**

ADOPTED BUDGET:	\$2,093,518.00	EXPLANATION:
EXPENDED THROUGH JUNE:	\$2,017,600.20 (96.4%)	
STAFF LEVEL BUDGETED:	25.25 F.T.E.	
STAFF LEVEL MAINTAINED:	22.75 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING JUNE:

ALEDO – RLF Coord.; Transit Mobility/HSTP Planning; Website Support.

ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning; Enterprise Zone.

ANDALUSIA – RICWMA Staffing; Riverfront Council; Website Support; Zoning Map Update.

ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Enterprise Zone.

ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support; Enterprise Zone.

BETTENDORF – Air Quality Asst.; Drug/Alcohol Testing Consort.; I-74 Bridge Coord.; IAQC Transit Planner Coord. & 5310 Project Mgmt Plan; Joint Purchasing; QCICNet; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord. and trails counting; REAP Plan Update; TIP Project Coord.; Park/Rec Plan Update Coord.; RISE Grant Asst.

BLUE GRASS – Reg. 9 Transp. Coord.; LRTP; Solid Waste Coord.; Website Support; Traffic Analysis Asst.; Playground Info; Survey Info.

BUFFALO – Riverfront Council; Solid Waste Coord.; Trail Planning Asst.; PICH-Safe Routes to Schools Planning.

CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support; Enterprise Zone.

CARBON CLIFF – Joint Purchasing; RICWMA Staffing; Trail Planning; Aerial Photo Coord. Asst.

COAL VALLEY – Joint Purchasing; MUNICES Coord.; RICWMA Staffing; Aerial Photo Coord. Asst. & Map; Floodplain

COLONA – Joint Purchasing & Research; Floodplain; Enterprise Zone.

CORDOVA – RICWMA Staffing; Riverfront Council & Riverfront Planning; Website Support.

DAVENPORT – Air Quality Asst.; IAQC Transit Planner Coord. & 5310 Program Mgm Plan; Joint Purchasing; QCICNet; Riverfront Cncl.; RiverVision; RLF Loan Admin.; Scott Co. Housing Cncl.; Solid Waste Coord.; Dav. Schools Haz. Mit. Plan; Trails Planning & Counter Data Analysis; PICH-Safe Routes to Schools Planning; REAP Plan Update; RISE Appl. info.

EAST MOLINE – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Council; RLF Admin.; RMS Coord.; Interop. Proj.; Trail Planning; Pavement Conditions Data Coord.; Traffic Analysis; Floodplain; Enterprise Zone; Aerial Photo Coord.; Playground Grant Info.; Coal Mine Info.

ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Web Support; Trails Planning.

GALVA – HCEDP Participation; Transit Mobility/HSTP Planning.

GENESEO – HCEDP Part.; Website Support; Transit Mobility/HSTP Planning; Strategic Planning; Residency Map & Voting Map Development; Grant Research.

HAMPTON – MUNICES Coord.; RICWMA Staffing; Riverfront Council.

HENRY COUNTY – HCEDP Participation; Joint Purchasing; Transit Mobility/HSTP Planning; Trail Coord.; Legislative Priorities Asst.; Zoning/LESA Reviews; EDA/USDA Grant; Floodplain Coord. Efforts; Enterprise Zone; COPS Grant Appl.

HILLSDALE – Transit Mobility/HSTP Planning; Floodplain.

KEWANEE – Transit Mobility/HSTP Planning.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; Trail Planning; Comprehensive Plan Proposal.

LONG GROVE – Reg. 9 Trans. Coord.; LRTP; Solid Waste Coord.; Website Support.

MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; Grant Applications.

MILAN – E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing and pricing/rates research; MUNICES Coord.; QCICNet; RICWMA Staffing; RLF Admin.; RMS Coord.; Interoperability Project; Cons. Dispatch Study Asst.; Aerial Photo Coord. Asst.; Enterprise Zone.

MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; IL QC Intergov. Comm.; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Cncl.; RLF Adm.; RMS Coord.; Pavement Conditions Data Coord.; Trails Coord.; PICH-Safe Routes to Schools Planning; Interop. Proj.; Rail Coord.; Enterprise Zone; Economic Impact Analysis; Aerial Photo Asst.

MUSCATINE CITY – Air Quality Asst.; Joint Purchasing; Reg. 9 Transportation Coord., and LRTP; RLF Coord.; Solid Waste Coord.; Trail Planning/ADT Coordination; Trails Use Counting; Fact Sheet Update; Housing Study Inquiry.

MUSCATINE COUNTY – Air Quality Asst.; Joint Purchasing; Reg. 9 Coord, LRTP; Solid Waste Coord.; Trails Planning/ADT Coordination; Transit Mobility Coord.; Website Support; Hazard Mitigation Plan; EDA RLF Coord.

NEW BOSTON – Transit Mobility Coord./HSTP Planning; Website Support.

OAK GROVE – E9-1-1 Coord.

ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Enterprise Zone; Services Presentation.

PORT BYRON – RICWMA Staffing; Riverfront Council; Fact Sheet Update Inquiry.

PRINCETON – Riverfront Council; Solid Waste Coord.; Trail Planning.

RAPIDS CITY – RICWMA Staffing; Riverfront Council.

RIVERDALE – Riverfront Council; Solid Waste Coord.; Trail Coord./MRT Coordination; Website Support.

ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purch.; MUNICES Coord.; QCICNet; Riverfront Cncl.; RiverVision; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; Aerial Photo Asst.; Trail Count; Pavement Conditions Data Coord.; TAP Projects Coord.; PICH-Safe Routes to Schools Planning; Enterprise Zone; Zoning Research.

ROCK ISLAND COUNTY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; LEPC Committee; MUNICES Coord.; QCICNet; RICWMA Stfg & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning; Passenger Rail; Floodplain Coord. Efforts; Hazard Mitigation Planning Coord.; QC Health Initiative and PICH-Safe Routes to Schools Planning; Highway Safety Planning; Road Improvements RFP Asst.; Pavement Conditions Data Coordination; Forest Preserve Brochure; Graphics Asst.-Business Cards.

SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Scott Co. Kids Community Plan; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & LRTP; RLF Admin.; Solid Waste Coord.; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning; Interop. Project; QC Health Initiative and Safe Routes to Schools Planning; Countywide IT Survey; Hazard Mitigation Plan Inquiry.

SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support; Grants and Equipment Inquiries.

SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Stfg.; RMS Coord.; Trails Plan.; TAP Project Development Process; Enterprise Zone; Funding Inquiry; Aerial Photo Coord. Asst.; Mapping Inquiry.

VIOLA – Transit Mobility/HSTP Planning; Grants Research.

WALCOTT – Reg. 9 Transportation Coord., RLF Admin; Solid Waste Coord.; Trail Coord.

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING JUNE - CONTINUED:

WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transp.; Trails Plan/ADT Coord. Solid Waste Coord.; Musc. Co. Haz Mit Plan; Fact Sheet Update; MMRLF Bus. Loan Docs.

WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord, LRTP; Solid Waste Coord.; Muscatine Co. Haz Mit Plan; Fact Sheet Devel.; MMRLF Mktg Asst.

WINDSOR – Transit Mobility/HSTP Planning; CDAP Grant Application/Mapping.

WOODHULL – HECDP Asst.; Transit Mobility/HSTP Planning; Enterprise Zone.

Bi-State Report – June

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) staff & board. Continued administration of Economic Development Administration/United States Department of Agriculture Rural Jobs and Innovation Challenge Grant Program on behalf of multiple member governments in Henry, Mercer, and Rock Island Counties. Attended IA RELAT meetings. Attended Iowa Regional Council meeting. Assisted members with legislative priorities. Communicated with Mercer and Muscatine Counties' economic development officials to discuss development efforts and strategies.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to approximately 11 data and map requests in June 2015 including 4 from local governments, 2 from private citizens, and 5 from non-profits. The data section of the Bi-State website had 50 page views. The data warehouse site (www.greaterqcregion.org) had 371 visits and 527 page views. Staff submitted a grant application to EDA for data warehouse improvements and prepared the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2015 Progress Report* for final printing and distribution; staff also continued work on the *2045 Quad Cities Long Range Transportation Plan* and the *Scott County KIDS Strategic Plan*.

Graphics/GIS/Mapping: 2014 Aerial Photo Flyover Coordination; 2045 QC Urban Long Range Transportation Plan coordination, data, and GIS/mapping; Be Healthy QC (PICH) Grant; QC Chamber Sites Assistance – GIS/Floodplains; QC Street Map (Folded & Wall Versions) Update; QC Urban Travel Model Data and GIS Assistance; Update/Maintain GIS Data for Street Centerlines, Traffic Counts, MPA Boundary, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, and other layers.

www.bistateonline.org. Total pages viewed for June 2015 was 2,767 and top pages viewed included: Home Page (1,034); Our Staff (176); Search Page (133); Careers (96); Quad Cities Metro Area Transportation Improvement Program (TIP) (64); Contact Us (58); Who We Are (56); and Documents (48).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Served Rock Island County Waste Management Agency (RICWMA) with coordination of meetings, oversight, and management of waste disposal and recycling programs; reporting; and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Continued multi-jurisdictional hazard mitigation planning. Attended River Action meetings. Attended planning meetings for Upper Mississippi River conference and Illinois floodplain issues. Organized bi-monthly meeting of Quad City Riverfront Council.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: Calendars; printer supplies; and utility supplies. Staffed Quad Cities Area intergovernmental forums and meetings of area recreation directors, managers, and administrators, and chief elected officials. Continued coordination and planning for the awarded Department of Justice interoperability grant. Assisted with Rock Island Arsenal issues.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting cancellation notice and financial summary report. Provided information to potential applicants. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. Closed on Aledo company loan. Worked with Aledo, Muscatine City and County, West Liberty, and Wilton to identify potential projects for gap financing.

TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT: Attended related meetings, presented information, and continued staff coordination of river crossing issues. Monitored QC bridge restrictions for CY15. Worked on *2045 Quad Cities Long Range Transportation Plan (LRTP)* chapters, travel model calibration/validation, and requested future projects. Completed full draft of Region 9 LRTP. Held joint interdisciplinary traffic safety meeting. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Continued "Make Air Quality Visible" strategic plan implementation. Completed spring travel time runs/analysis for congestion monitoring. Conducted trails use counting. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail, and attended related meetings, as well as other trail planning and grant assistance. Facilitated issues related to Bi-State Regional Trails Committee. Participated in Partnership in Community Health (PICH) grant facilitation. Coordinated Bi-State Drug and Alcohol Testing Consortium and continued random testing program. Monitored MPO and Iowa Region 9 FY15 Transportation Planning Work Programs and published FY2016 TPWPs. Monitored FFY15-18 Transportation Improvement Programs (TIP) including facilitating TIP revisions, and maintenance of data entry in Iowa TPMS as part of transportation improvement programming. Presented MPO FFY16-19 TIP and drafted Region 9 TIP. Administered IAQC and Illinois Region 2 transit coordinator positions. Administered Bi-State Region Freight Flow Commodity Study and participated in meetings, document review, and coordination. Reviewed transit funding balances, assisted with 5310 Program Management Plan, and monitored FTA grantee requirements. ILQC Transportation Alternatives Program (TAP) funds coordination. Monitored status of implementation of passenger rail service to Chicago. Participated in transportation webinars, workshops, or conferences on various topics.

MEMORANDUM OF AGREEMENT
BETWEEN

THE FEDERAL HIGHWAY ADMINISTRATION
AND

THE IOWA STATE HISTORIC PRESERVATION OFFICE
REGARDING THE

MISSISSIPPI DRIVE CORRIDOR RECONSTRUCTION PROJECT
CITY OF MUSCATINE, MUSCATINE COUNTY [STP-U-5330(614)--70-70];
IOWA SHPO REVIEW AND COMPLIANCE #20080170073

WHEREAS, the Federal Highway Administration (FHWA) plans to fund the City of Muscatine's (the City) Mississippi Drive Corridor Reconstruction Project (undertaking) pursuant to Section 106 of the National Historic Preservation Act, 54 U.S.C. § 306108 (the Act), and its implementing regulations (36 CFR§ 800); and

WHEREAS, this undertaking consists of the reconfiguration of the intersection of Green Street and Hershey Avenue, raising of the road grade from Sycamore Street to Mulberry Avenue, improvements to Hershey Avenue, Mississippi Drive, and associated utilities through the downtown area from south of Main Street to the Norbert F. Beckey Bridge; and

WHEREAS, the FHWA has defined the undertaking's area of potential effects (APE) as described in Attachment A; and

WHEREAS, the FHWA has determined that this undertaking may have an adverse effect on the Puritan Ice Company Building [70-01194], which is eligible for listing in the National Register of Historic Places, and has consulted with the Iowa State Historic Preservation Office (SHPO) pursuant to 36 CFR § 800, the regulations implementing Section 106 of the National Historic Preservation Act (54 U.S.C. § 306108); and

WHEREAS, the FHWA has determined that this undertaking should not have an adverse effect on the Papoose Creek Sewer, which is eligible for listing in the National Register of Historic Places, and has consulted with the Iowa State Historic Preservation Office (SHPO) pursuant to 36 CFR § 800, the regulations implementing Section 106 of the National Historic Preservation Act (54 U.S.C. § 306108); and

WHEREAS, the FHWA has determined that this undertaking should not have an adverse effect on sites 13MC297, 13MC323, 13MC324, and the 1833 Russell Farnham Cabin area, which are potentially eligible for listing in the National Register of Historic Places, and has consulted with the Iowa State Historic Preservation Office (SHPO) pursuant to 36 CFR § 800, the regulations implementing Section 106 of the National Historic Preservation Act (54 U.S.C. § 306108); and

WHEREAS, the FHWA has determined that this undertaking should not have an adverse effect on the sixty-eight structures identified in Appendix B, which are listed in, eligible or potentially eligible for listing in the National Register of Historic Places, and has consulted with the Iowa State Historic Preservation Office (SHPO) pursuant to 36 CFR § 800, the regulations implementing Section 106 of the National Historic Preservation Act (54 U.S.C. § 306108); and

WHEREAS, the FHWA has consulted with the Ho-Chunk Nation, Iowa Tribe of Kansas and Nebraska, Iowa Tribe of Oklahoma, Miami Nation of Oklahoma, Omaha Tribe of Nebraska, Otoe-Missouria Tribe, Peoria Tribe of Oklahoma, Ponca Tribe of Nebraska, Prairie Band Potawatomi Nation, Sac and Fox Tribe of the Mississippi in Iowa, Sac and Fox Tribe of Oklahoma, Sac and Fox Nation of Missouri, Winnebago Tribe of Nebraska, and Yankton Sioux Tribe, for which no specific historic properties within the APE have been expressed as having religious and cultural significance; and

WHEREAS, the FHWA has consulted with the City and the Iowa Department of Transportation (Iowa DOT) regarding the effects of the undertaking on historic properties and has invited them to sign this MOA as invited signatories; and

WHEREAS, the FHWA has consulted with the Muscatine Historic Preservation Commission and Preservation Iowa regarding the effects of the undertaking on historic properties and has invited them to sign this MOA as concurring parties; and

WHEREAS, this undertaking has continued to be developed with appropriate public involvement pursuant to 36 CFR 800.2(d) and 800.6(a), having been coordinated with the scoping, public review and comment, and public hearings conducted to also comply with National Environmental Policy Act and its implementing regulations; and

WHEREAS, in accordance with 36 CFR § 800.6(a)(1), the FHWA has notified the Advisory Council on Historic Preservation (ACHP) of its adverse effect determination with specified documentation, and the ACHP has chosen *not to* participate in the consultation pursuant to 36 CFR § 800.6(a)(1)(iii); and

NOW, THEREFORE, the FHWA and the SHPO agree that the undertaking shall be implemented in accordance with the following stipulations in order to take into account the effect of the undertaking on historic properties.

STIPULATIONS

The FHWA shall ensure that the following measures are carried out:

All official correspondences from the City will be circulated through the Iowa DOT.

I. MITIGATION OF ADVERSE EFFECTS

- A. The City shall document the Puritan Ice Company Building in accordance with the recordation plan *Iowa Historic Property Study Booklet* as outlined in Appendix C.
- B. The City shall carry out this documentation plan, as approved by the SHPO, in a manner consistent with applicable criteria for meeting the Secretary of the Interior's four standards for architectural and engineering documentation (48 FR 4431) and by a person or firm whose education and professional experience meets or exceeds the Secretary of the Interior's Professional Qualification Standards (48 FR 44738-9) for historians.

- C. The City may proceed with demolition of the Puritan Ice Company Building only after the SHPO has approved the photographic and other field documentation information gathered at the property, as outlined in Appendix C, Part VI.3 and Part VI.4(i).
- D. The City shall submit the draft version of the documentation, as outlined in Appendix C, to the SHPO for review within 12 months of the SHPO's approval of the photographs and field information. If the SHPO does not provide comments within 45 days of receipt, the author may proceed to finalize the document.
- E. The City shall provide twenty-five (25) copies of the final documentation in paper form and as a PDF on CD to all signatories of this MOA, as well as the Muscatine Historic Preservation Commission, and the Muscatine Public Library.
- F. The City shall ensure the development of the document as outlined in Appendix C may be hosted on and printed from the Iowa DOT website.

II. AVOIDANCE OF ADVERSE EFFECTS

A. CONSTRUCTION MONITORING: Papoose Creek Sewer

- i. All construction activities within fifty (50) feet of the Papoose Creek Sewer shall be monitored.
- ii. The City shall contract the services of a person whose education and professional experience meets or exceeds the Secretary of the Interior's Professional Qualification Standards (48 FR 44738-9) for historians for this monitoring.
- iii. The City shall provide a report documenting the results of monitoring to the SHPO sixty (60) days after completion of monitoring.

B. CONSTRUCTION MONITORING: Archaeological Sites

- i. All construction ground disturbing activities within fifty (50) feet of sites 13MC297, 13MC323, 13MC324, and the 1833 Russell Farnham Cabin shall be monitored.
- ii. The City shall contract the services of a qualified archaeologist that meets or exceeds the Secretary of the Interior's Standards for archaeology for this monitoring.
- iii. The qualified monitor will help identify any site components that may not have been uncovered previously; and should anything be identified, will proceed with the process outlined in Stipulation IV of this MOA.
- iv. The City shall provide a report documenting the results of monitoring to the SHPO sixty (60) days after completion of monitoring.

C. VIBRATION: Monitoring

- i. The City shall ensure a pre-construction survey of the twenty-one (21) historic properties identified in Appendix B Part I is completed to document their present condition. The preconstruction survey will also establish a peak particle velocity (PPV) threshold for vibration.
- ii. The City shall ensure sensors (crack and/or seismic) are installed and tested daily. If eighty (80) percent of the PPV threshold is reached sensors will alert the contractor and in turn the construction engineer.
- iii. If the PPV is reached, a meeting with the contractor and the construction engineer will identify alternative demolition/ construction methods and/or equipment to be used to minimize project vibration.
- iv. If damage to these properties occurs during construction or demolition, all activities will cease until approval from the construction engineer occurs. The SHPO and Iowa DOT will be immediately notified if this occurs.
- v. The City shall ensure a post-construction survey is performed and distributed to the SHPO sixty (60) days after construction completion.
- vi. Items under Stipulation II.C will be captured in a Special Provision of the construction documents.

D. VIBRATION: Plans

- i. The City shall ensure the construction plans contain a plan note identifying the forty-seven (47) properties listed in Appendix B Part II are listed or considered eligible for listing in the National Register of Historic Places.
- ii. The City shall ensure the construction plans contain a plan note identifying that all demolition and construction methods and equipment used shall achieve low project vibration levels when working near these properties.
- iii. If damage to these properties occurs during construction or demolition, all activities will cease until approval from the construction engineer occurs. The SHPO and Iowa DOT will be immediately notified if this occurs.
- iv. The City shall provide check plans to the SHPO for their review and comment.
- v. The City shall provide final plans to the SHPO for their information.

III. DURATION

This MOA will expire if its terms are not carried out within five (5) years from the date of its execution. Prior to such time, the FHWA may consult with the other signatories to reconsider the terms of the MOA and amend it in accordance with Stipulation VII below.

IV. POST-REVIEW DISCOVERIES

If properties are discovered that may be historically significant or unanticipated effects on historic properties found, the FHWA shall implement the discovery plan of this stipulation.

A. DISCOVERY PLAN: Archaeology

If construction work should uncover previously undetected archaeological materials, the City will cease construction activities involving subsurface disturbances in the area of the resource and notify the SHPO of the discovery and proceed with the following stipulation. If the discovery includes human remains, Stipulation IV.B will be followed.

- i. The SHPO, or an archaeologist retained by the City that meets or exceeds the Secretary of the Interior's Standards for archeology, will immediately inspect the work site and determine the extent of the affected archaeological resource. Construction work may then continue in the area outside the archaeological resource as it is defined by the the City's retained archaeologist in consultation with the SHPO.
- ii. Within fourteen (14) days of the original notification of discovery, the City, in consultation with the SHPO, will determine the National Register eligibility of the resource. The City may extend this 14-day calendar period one time by an additional seven (7) days by providing written notice to the SHPO prior to the expiration date of said 14-day calendar period.
- iii. If the resource is determined eligible for the National Register, the City via the Iowa DOT shall submit a plan for its avoidance, protection, recovery of information, or destruction without data recovery to the SHPO for review and comment. The Iowa DOT will notify all consulting parties including interested tribes of the unanticipated discovery and provide the proposed treatment plan for their consideration. The SHPO and consulting parties will have seven (7) days to provide comments on the proposed treatment plan to the FHWA and Iowa DOT upon receipt of the information.
- iv. Work in the affected area shall resume upon either:
 1. the development and implementation of an appropriate data recovery plan or other recommended mitigation procedures; or
 2. agreement by the SHPO that the newly located archaeological materials are not eligible for inclusion on the National Register.

B. DISCOVERY PLAN: *Human Graves*

The Iowa Code protects all human burials in the state of Iowa. Ancient remains are protected under Chapter 263B, 523I.316(6), and 716.5 of the Iowa Code and the provisions of the Native American Graves Protection and Repatriation Act (25 U.S.C. 3001 through 3005).

In the event that human remains or burials are encountered during additional archaeological investigations or construction activities, the City shall proceed with the following process:

- i. Cease work in the area and take appropriate steps to secure the site.
- ii. Notify the Iowa DOT Office of Location and Environment, the Office of the State Archaeologist (OSA) and the SHPO.
- iii. If the remains appear to be ancient (i.e., older than 150 years), the OSA shall have jurisdiction to ensure Iowa law, NAGPRA and implementing regulations (43CFR10) are observed. In keeping with the policy and procedures of the OSA, the disposition of the remains will be arranged in consultation with the culturally affiliated tribe(s) or the Indian Advisory Council, following the procedures in the OSA/tribal NAGPRA agreement for culturally unidentifiable human remains if the affiliation is not known.
- iv. If the remains appear to be less than 150 years old, the remains may be legally protected under Chapters 113.34, 144.34, 523I.316, and 716.5 of the Iowa Code and the Iowa Department of Health will be notified.

V. MONITORING AND REPORTING

Each year following the execution of the MOA until it expires or is terminated, the City shall provide all parties to this MOA a summary report detailing work undertaken pursuant to its terms. Such report shall include any scheduling changes proposed, any problems encountered, and any disputes and objections received in the FHWA's efforts to carry out the terms of this MOA.

VI. DISPUTE RESOLUTION

Should any signatory or concurring party to this MOA object at any time to any actions proposed or the manner in which the terms of this MOA are implemented, FHWA shall consult with such party to resolve the objection. If FHWA determines that such objection cannot be resolved, FHWA will:

- A. Forward all documentation relevant to the dispute, including the FHWA's proposed resolution, to the ACHP. The ACHP shall provide the FHWA with its advice on the resolution of the objection within thirty (30) days of receiving adequate documentation. Prior to reaching a final decision on the dispute, the FHWA shall prepare a written response that takes into account any timely advice

or comments regarding the dispute from the ACHP, signatories, and concurring parties, and provide them with a copy of this written response. The FHWA will then proceed according to its final decision.

- B. If the ACHP does not provide its advice regarding the dispute within the thirty (30) day time period, the FHWA may make a final decision on the dispute and proceed accordingly. Prior to reaching such a final decision, the FHWA shall prepare a written response that takes into account any timely comments regarding the dispute from the signatories and concurring parties to the MOA, and provide them and the ACHP with a copy of such written response.
- C. The FHWA's responsibility to carry out all other actions subject to the terms of this MOA that are not the subject of the dispute remain unchanged.

VII. AMENDMENTS

This MOA may be amended when such an amendment is agreed to in writing by all signatories. The amendment will be effective on the date a copy signed by all of the signatories is filed with the ACHP.

VIII. TERMINATION

If any signatory to this MOA determines that its terms will not or cannot be carried out, that party shall immediately consult with the other parties to attempt to develop an amendment per Stipulation VII above. If within thirty (30) days (or another time period agreed to by all signatories) an amendment cannot be reached, any signatory may terminate the MOA upon written notification to the other signatories. Once the MOA is terminated, and prior to work continuing on the undertaking, the FHWA must either (a) execute a MOA pursuant to 36 CFR § 800.6 or (b) request, take into account, and respond to the comments of the ACHP under 36 CFR § 800.7. The FHWA shall notify the signatories as to the course of action it will pursue.

Execution of this MOA by the FHWA and the SHPO, and implementation of its terms is evidence that the FHWA has taken into account the effects of this undertaking on historic properties and afforded the ACHP an opportunity to comment.

This agreement is binding upon the signatories hereto not as individuals, but solely in their capacity as officials of their respective organizations, and acknowledges proper action of each organization to enter into the same.

SIGNATORIES:

FEDERAL HIGHWAY ADMINISTRATION – IOWA DIVISION

Michael La Pietra Date 7/13/15
Michael LaPietra, Environment and Realty Manager

IOWA STATE HISTORIC PRESERVATION OFFICER

Steve King Date 10 July 2015
Steve King, Deputy State Historic Preservation Officer

INVITED SIGNATORIES:

IOWA DEPARTMENT OF TRANSPORTATION

James Rost Date 7-13-15
James Rost, Director Office of Location and Environment

THE CITY OF MUSCATINE

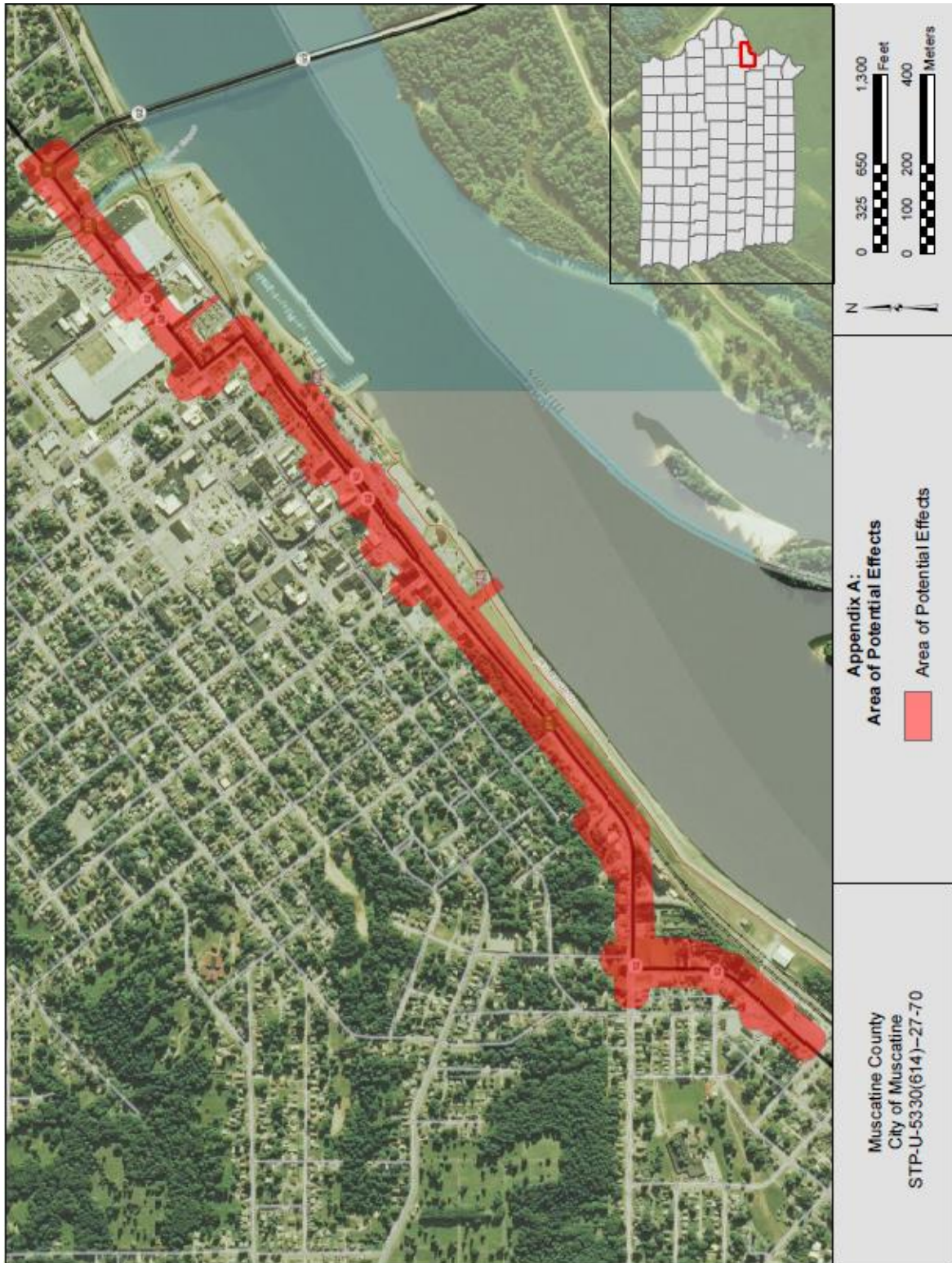
Gregg Mandsager Date 7-8-15
Gregg Mandsager, City Administrator Muscatine

CONCURRING PARTIES:

MUSCATINE HISTORIC PRESERVATION COMMISSION

Michael Maharry Date 7/8/15
Michael Maharry, Chair Muscatine Historic Preservation Commission

Appendix A Area of Potential Effects



Appendix B

Part I - Historic Properties with Vibration Monitoring		Site Inventory Number	Address			
1	Commercial Building	70-00148	417	E	2nd	St
2	Commercial Building		515	E	2nd	St
3	Barry Manufacturing Office	70-00149	419	E	2nd	St
4	Mull Wholesale Grocery / Mull, Charles & Sons	70-00168	228	W	2nd	St
5	Fisher-Foley Tin Shop	70-00377	117		Chestnut	St
6	Hershey Lumber Building		107		Elm	St
7	McKee & Bliven Button Co.	70-00428	1000		Hershey	Ave
8	Hershey Lumber Co. Offices	70-00429	1001		Hershey	Ave
9	Hershey Hose Company/Fire Station No. 3		1029		Hershey	Ave
10	Kern Meat Market / Busch Drugstore		1045		Hershey	Ave
11	Appel Grocery and Sample Rooms; White Way Hotel		1203		Hershey	Ave
12	Commercial Building		1303		Hershey	Ave
13	Gaeta Fruit Store and Confectionary	70-00976	107		Iowa	Ave
14	Fitzgerald Block	70-00458	109-111-113		Iowa	Ave
15	Musser, Peter, House	70-00530	501	E	Mississippi River	Dr
16	Hotel Muscatine	70-00533	101	W	Mississippi River	Dr
17	Bennett Mill	70-00535	221-225	W	Mississippi River	Dr
18	Isett Warehouse / Green & Stone Pork House	70-00536	301	W	Mississippi River	Dr
19	Citizens Electric Light and Power Company	70-00527	315-317	W	Mississippi River	Dr
20	McKibben, S. M., House	70-00616	102-104		Walnut	St
21	Papoose Creek Sewer	70-01507				

Part II - Historic Properties with Vibration Plan Note		Site Inventory Number	Address			
1	Baker Hospital No. 2		408	E	2nd	St
2	Trinity Episcopal Church	70-00146	411	E	2nd	St
3	Garage		507-511	E	2nd	St
4	Danny's Service		700	E	2nd	St
5	Family Dollar		725	E	2nd	St
6	Commercial		1001	E	2nd	St
7	Commercial		1005	E	2nd	St
8	Pioneer Drug Store / Silverhorns	70-00119	124	E	2nd	St
9	German American Savings Bank Building	70-00120	200-202	E	2nd	St
10	Building	70-00123	204	E	2nd	St
11	Otto and Sons Grocery Block	70-00125	206	E	2nd	St
12	Bisesi Block	70-00147	413-415	E	2nd	St
13	Tappe Block	70-00160	200-202-204	W	2nd	St
14	Bridgman and Sons Insurance	70-00962	224	W	2nd	St
15	Brick Garage and Levee			E	3rd	St
16	Schmidt Shoe Factory	70-00375	115		Chestnut	St
17	Schroeder, H. Building	70-00376	116		Chestnut	St
18	Commercial Building	70-00378	118		Chestnut	St
19	Commercial Building	70-00972	119		Chestnut	St
20	Clarke's Standard Service Station		103		Grandview	Ave
21	Commercial Building / Universal Crushed Shell Co.		300		Grandview	Ave
22	House		301		Grandview	Ave
23	House		305		Grandview	Ave
24	House (Cedar Street Investments)		309		Grandview	Ave
25	House		311		Green	St
26	Maid Rite Sandwich Shop No. 2	70-01179	1033		Hershey	Ave
27	Building		1212		Hershey	Ave

Part II - Historic Properties with Vibration Plan Note (continued)		Site Inventory Number	Address			
28	Rosenmund Building		1216		Hershey	Ave
29	Modern Dairy		1309		Hershey	Ave
30	Fulliam, Jr., Edmond B. and Louise, House	70-01123	107		Locust	St
31	Escape Salon		403	W	Mississippi River	Dr
32	Mississippi Marine Inc.		411	W	Mississippi River	Dr
33	House		701	W	Mississippi River	Dr
34	House		705	W	Mississippi River	Dr
35	House		715	W	Mississippi River	Dr
36	House		805	W	Mississippi River	Dr
37	Garvin House	70-00532	505	E	Mississippi River	Dr
38	Commercial Building	70-00979	101	E	Mississippi River	Dr
39	Henderson Chevrolet-Oldsmobile Building	70-00980	117-119	E	Mississippi River	Dr
40	Sieg Auto Parts Building	70-00981	305	W	Mississippi River	Dr
41	Commercial Building		227		Mulberry	Ave
42	HON, Inc		200		Oak	St
43	Muscatine Municipal Electric Plant Substation & Service Building	70-00986	126		Pine	St
44	Bartlett-Kautz House	70-01135	107		Spruce	St
45	Brick Sidewalk					
46	West Hill Historic District	70-01005				
47	Downtown Commercial Historic District	70-01004				

Appendix C

Iowa Historic Property Study Booklet

The documentation identified below is for the commercial Puritan Ice Company Building [70-01194] that has been found eligible for listing in the National Register of Historic Places due to its state and local significance. This documentation is to be written for a broad public audience--kept simple, direct, and free of technical and academic jargon. The information is to be presented (i.e., edited, cataloged and packaged) in accordance with Historic Preservation Bureau guidelines. In its content, quality, materials, and presentation, the study will meet the Secretary of the Interior's four standards for architectural and engineering documentation (48 FR 44731).

The purpose of this documentation will be to place the commercial building in architectural and historical perspective, explaining how its story played out against the background of commercial use and design at related local, state, or national trends. The research emphasis will be placed on recovering information about the evolution of the building and its uses in relation to the context of the area's commercial history based on primary sources to the greatest extent possible.

The documentation shall be formatted as a for-public booklet. It shall be printed on archival bond paper, of approximately fifteen pages. Statements within the booklet shall use endnotes as to their sources, where appropriate. The required information and suggested format for presentation is stated below.

Cover Page

Includes report title, governmental entity or source of support for sponsoring the survey, author/authors, name of affiliated firm or research organization, date of report.

Acknowledgments (if applicable)

This might include acknowledgment of valuable oral informants, or recognition of those who provided useful research leads, tendered special library assistance or helped locate and access useful courthouse archives.

Table of Contents

Introduction

The introduction describes the purpose of project, time frame when research and field work occurred, and limitations of the project.

Part I

The Building Today takes the reader to the property, describing where it is situated, its general appearance and arrangement, and important physical characteristics of its setting, buildings, and landscape features that have influenced the way things developed.

Part II:

Historical Background steps back to explain how the building fits into the development of its surrounding neighborhood and section of the town. This would identify when and

why the building was erected with respect to the platted area's development, by whom, and its part in the shifting commercial/industrial patterns of the vicinity. Included here might be attention to if it was once in a commercial/industrial node of a now absorbed suburban area or in a main street commercial center, and its place in the evolution from joint residential and commercial use toward purely commercial/industrial operations.

Part III:

Construction history documents the specific physical evolution of this commercial property and its leading periods of construction activity, major changes in the property and associated structures, or when new elements were introduced. The discussion may also note specific features which the building or its associated facilities share with other known properties (e.g., similarities in plan, materials, construction techniques, and subsequent alterations).

Part IV:

Significance of the property explains ways that the commercial property has interpretive value to understanding local or state development, or of how the frequency, arrangement, construction dates, and type of building illustrates something important about the evolving commercial architecture of the area. Included here might be mention of past publicity given the property or of how its building(s) illustrate new, innovative, or typical design practices and uses of material. Photographs, illustrations, or site plan may be integrated into the narrative as needed to help convey the property's interpretive value.

In evaluating the life of the commercial property, attention might be paid to:

1. Changes in ownership, management, or internal organization;
2. The introduction of new retail or wholesale activities at the site and its effects;
 - a. on others (e.g., subsequent adoption by competitors)
 - b. on the internal operations of the firm, on productivity, on profitability
3. Site constraints and opportunities (e.g., obstacles that affected design or limited expansion, convenience to shoppers and markets);
4. Sequence of construction, alterations, additions, replacement, demolition, or losses due to fire at the site;
5. Individuals who designed, engineered, or built the commercial building;
6. Materials used in construction;
7. Form that the buildings took in relation to their functions and similarities in plan to others then in use;

8. The relative importance of individual buildings at the site to the commercial building's activities, with the least important meriting minimal study and documentation;

Part V: Reference Sources

A paragraph or two about the quality and quantity of information consulted, its location, noting any conflicts in source materials, their accuracy, biases or noteworthy historical perspectives. This would be followed by a bibliography of the reference source materials.

Part VI: Appendices

The information here--if not placed elsewhere in the report--would include, but not be limited to, the following:

1. The Iowa Site Inventory Number, Review and Compliance Number and the FHWA project number shall be referenced.
2. Map(s) showing location in county/town, changes in property size, etc.
3. Drawings: All drawing shall show elements in correct relation and proportion to one another, with label, north arrow, overall dimensions, and the date sketched. The drawings include:
 - i. A site plan drawing showing the commercial property's location and building footprint in relation to its immediate landscape configuration including but not limited to driveways and public roads.
 - ii. The building floor plan showing the organization and arrangement of spaces, including exterior dimensions.
4. Photographs: Any required photographic coverage may be in digital format.
 - i. Eight or more views showing the building, its setting, as well as shots that will adequately illustrate the building from all sides and various building details or elements, both interior and exterior.
 - ii. Available historic photographs or illustrations that reveal the building under construction, improvement, in later use or as shown in an advertisement or architectural plan will be selected and appropriately reproduced.