

City Administrator Report to Mayor & City Council

August 19, 2016, Edition No. 233

WEEKLY UPDATE:

- REMINDER: There is a Special Meeting of the City Council set for August 25th related to the Library.
- TIF: Please see the attached letter from Chris Ales related to tabling his Mixed/Senior Housing project. Mr. Ales is still interested in pursuing a project in Muscatine.
- FHLB: Attached is the nomination for the Federal Home Loan Bank Award for the Small Business Forgivable Loan and Business Improvement Loan Programs
- Housing Study
- Bi-State: Attached is the August 2016 Commission Packet. The Commission meeting is scheduled for Wednesday, August 24, 2016.
- DPW Updates: DPW Director Stineman has attached an update from the Engineering and Streets Divisions. Randy Hill has provided the update below for ongoing construction projects.
- Landfill: Staff met today with Scott County and Barker-Lemar to review potential items for a draft scope of work to study and consider regional opportunities for cooperation. Barker-Lemar will be returning in the next couple of weeks with a draft scope to review as well as a cost estimate.

Additional Items

Public Safety Building:

Provided by Vic Amoroso, A&J Associates - We are working budget costs and pros and cons of each alternative. I am planning on giving the options and our recommendation to Stan next week.

1. Dale McNair of A-One Geothermal confirmed again there is no other city property close enough to add any more geothermal wells.
2. Trevor from A-One confirmed that the glycol solution has been removed and replaced with treated water. Trevor said the water chemistry is within the specs for system.
3. The existing well field is short on capacity in the cooling mode. Consequently, additional supplemental cooling needs to be added. The supplemental cooling will make the system what is called a hybrid geothermal system where the geothermal loop handles the majority of the cooling and supplemental heat rejection is used for a portion of the cooling load.
4. We are evaluating the following supplemental cooling systems as part of hybrid geothermal systems. We have installed this supplemental cool both initially, and after the initial construction was finished.
 - a. Ductless mini split cooling by Mitsubishi, Daikin or similar manufacturer. This system would have individual fan coil units or cassettes in several rooms for cooling with refrigerant piping connected to outside air cooled condensing

units. This option gives the most temperature control flexibility and does not interconnect with the water systems.

b. Air cooled water chiller to add more chilled water cooling. This concept relies on the existing air handling unit and pumping to add capacity. This extra chiller could be connected in parallel or in series with the existing Multi-Stack. This system has an inside evaporator and outside condensing unit.

c. An evaporative cooler that provides water evaporation to cool the geothermal loop field line. This concept would be installed in series with the geothermal loop field. This concept would involve chemical treatment as it is an open system.

5. We are putting together budget pricing for the different options along with any pros and cons for the specific need in the building.

Project Progress Report

Provided by R. Hill

MUSCATINE ART CENTER/MUSEUM HAVAC REPLACEMENT AND MISCELLANEOUS WINDOW RENOVATIONS PROJECT

This project is on schedule. The following highlights what will be done in September:

1. Work in the Musser Museum will be Substantially Completed by September 1st.
2. Art Center/Museum staff can begin moving back into the Museum at that time.
3. Contractor will begin work on Phase II - the Linkage and the Stanley Galley
4. A&J Associates will initiate the Musser Museum Punch List early September.
5. The GeoThermal system will be filled and operational September 1st.
6. The Contractor will begin the storefront window replacement in the linkage.
7. Grass seeding and additional landscaping will take place later in September
8. The new roof over the linkage will not begin until the window replacement work is completed.
9. The electrical service work has been completed by MPW (outside) and Bickle (inside)

AIRPORT RUNWAY REPLACEMENT PROJECT

This project is nearing completion although final closeout may not take place until the Spring of 2017 to evaluate the seeding results.

1. August 18, 2016:
 - a. Landscape subcontractor (Enright) is placing seeding along the Runway.
 - b. Advance Traffic Control (subcontractor) is painting the Runway.
2. August 19, 2016:
 - a. Advance will remove barricades and all traffic control on the runway.
 - b. FAA (Cedar Rapids office) will activate their infrastructure/facilities and will initiate their punch list.
 - c. Runway will be open to flights without the use of the ILS.
3. August 22 - 26, 2016:
 - a. FAA will do a final review and then activate the ILS.
4. Work remaining:
 - a. Stormwater inlets and soil stabilization.

CDBG FACADE CONSTRUCTION PROJECT

This project involves four (4) separate contractors to ensure a successful completion - Muscatine Power & Water, City of Muscatine Public Works, Woodruff Construction and Triple B Construction.

1. Muscatine Power and Water (responsible for relocating electrical/communication infrastructure).
 - a. MPW is nearly 75% complete but their progress has been slower than expected.
 - b. They anticipate completing their work during the 1st week of September
2. Woodruff Construction (responsible for tuckpointing and structural improvements):
 - a. Facade Contractor has not started because MPW is working in the alley.
 - b. If Woodruff can get started by the end of August (the goal) then they should be able to complete their work at the end of October.
 - c. Note: the grant closeout is November 2016
3. Triple B Construction (responsible for the BioCell):
 - a. Will start the bio-cell on September 12th.
 - b. Anticipated completion is September 23rd.

4. City of Muscatine - Public Works:
 - a. Public Works staff has been working with MPW on signage, concrete sawing and removal, material replacement and a manhole riser.
 - b. Overlay of the alley is scheduled for the October 10th.

WEST HILL SEWER SEPARATION - PHASE 3B

1. According to Pay Applications the West Hill Project is 50.48% complete. However, pay app percentages and work accomplished are not necessarily in sync.
2. The sewer and paving work on W. 5th between Broadway and Locust is complete (accept for some minor paving touch up.
3. The sewer work on W. 5th between Spruce and Pine and on Linn between the #4 and #5 alleys is substantially completed. It is now ready for grading.
4. The sewer work on Spruce between W. 4th and just beyond the #5 alley remains.
5. This project has a completion date towards the end of December 2016.

MULBERRY AVE. RECONSTRUCTION PROJECT

1. According to Pay Applications the Mulberry Ave. Reconstruction Project is 29.37% complete. However, again the pay app percentages and work accomplished are not necessarily in sync.
2. The contractor has 75 working days to complete the project. In that 75 days were 35 days allocated to the Houser/Mulberry intersection.
 - a. The Houser/Mulberry intersection work is finished and opened to the public.
3. Langman Construction will suspend work either on August 29th or September 5th depending on sanitary sewer installation progress.
4. Once Langman completes the sanitary sewer, the utility companies have a 20 day window to get their work done:
 - a. Alliant --- new gas main
 - b. Century Link --- relocate telephone lines
 - c. MPW Electric and Communication - relocate their lines underground
 - d. MPW Water --- finish service connections
5. During that 20 day window, Langman will stay on site clearing trees, constructing the detention basin and ditch filling
6. This project is very much on schedule and we anticipate completion by November 2016.

Ales & Company, LC
1101 West 9th Street
Davenport, Iowa 52804

August 12, 2016

Gregg Mandsager, City Administrator
City of Muscatine,
215 Sycamore Street
Muscatine, Iowa 52761

Re: Creekside Development, Muscatine, Iowa
Mixed Income Senior Housing

Dear Gregg,

I want to thank you for your assistance to date with the above referenced project, as proposed by me on behalf of DN Development, LLC.

As I noted in my presentation to the City Council on July 14, 2016, the Iowa Finance Authority (IFA) published a draft Qualified Allocation Plan (QAP) on July 8, 2016 setting forth the criteria they intend to follow in awarding 2017 Low Income Housing Tax Credits (LIHTC). This funding source was the catalyst for our proposed development. Unfortunately, after further review including an in depth discussion of these new rules with the principals of DN Development, LLC, they have decided it is in their best interest to table this project unless and until new rules become more favorable to developing this type of a project in Muscatine.

Based on our analysis, it appears IFA shifted their focus and is encouraging developers to use the 9% LIHTC program for affordable family housing in Iowa. Attached is a summary of the 2017 changes that we believe make it unlikely a senior housing project in Muscatine would be awarded funding under this highly competitive program. While I will continue to encourage IFA to facilitate the use of this program for the development of at least some new senior housing in Iowa, including Muscatine, I have and intend to continue to focus our efforts on projects that fit within a program's rules – again, leading to our tabling of the Creekside development.

I want to thank you, Jodi, the Mayor and the Council Members for your interest and support of our proposed development in Muscatine. As a Muscatine native, I remain very interested in pursuing development opportunities in Muscatine. To that end, I will continue the pursuit of developing market rate senior housing in Muscatine, whether it is new construction or the adaptive reuse of historic buildings. I would greatly appreciate any input you may have in that regard.

Sincerely,



Chris Ales, CPA
President

Enclosure

C: Jodi Royal-Goodwin
Andrew Fangman
Mayor Diana Broderon
Greg Jenkins
Council Member Philip Fitzgerald
Council Member Michael Rehwaldt
Council Member Tom Spread
Council Member Bob Bynum
Council Member Allen Harvey
Council Member Scott Natvig
Council Member Santos Saucedo
State Representative Gary Carlson
State Senator Chris Brase

Attachment

Highlighted 2017 Changes to IFA's QAP

1. Elimination of Senior Set Aside
2. Reduction in the Rural Set Aside from 15% to 10% of all funds
3. 17% increase in the Minimum Operating Expenses for Senior Projects but only a 4% increase for Family Projects
4. Required allocation of one-half of total Development Fees to a Development Partner that recently completed an IFA LIHTC project in order to qualify the team for substantial points in IFA's scoring process.
5. Doubles the points awarded Family projects, while reducing the required size of such apartments.
6. Adds scoring for projects in a census tract with a low percentage of existing LIHTC units
7. Retention of scoring for projects in census tracts identified by IFA
8. Reduces scoring by 33% for Local Contributions such as TIF
9. Substantially decreases points for several design criteria, emphasizing the value of remaining points available.

Strong Communities Award Application

Muscatine Small Business Creation Project

City of Muscatine, Iowa

Nominated by: Tom Spread, Community Bank and Trust

Category: Rural Community

City Population: 23,880

Project Start Date: January 1, 2015

I. Project Description

Describe your community or economic development project. What is the project? Who is involved? How did you establish need for the project?

Three local FHLB Des Moines Member financial institutions and the City of Muscatine City Council have partnered to support Small Business Creation in the community of Muscatine, Iowa. Community development is strongly supported by Community Bank and Trust, CBI Bank & Trust and First National Bank of Muscatine. Three individual programs are used in combination to support Small Business Creation in targeted districts in the City of Muscatine.

The Small Business Creation Project works to create small businesses in targeted areas of Muscatine that were once thriving business areas. The three districts were created to assist business development in areas of Muscatine that may not be the most attractive place to start a new business but that have a large value to the neighborhood and the community as a whole. We are actively supporting infill development by incentivizing new small businesses to fill vacant buildings. Much of the focus is placed on Historic Downtown Muscatine where the project strives to help rebuild and cultivate a thriving downtown businesses district in Muscatine's Nationally Registered Historic Downtown.

Muscatine has long been a community of entrepreneurship and small business. Among our native companies that got their start as small businesses in Muscatine, we are home to the HON Company, Grain Processing Company, Kent Group, Bandag/Bridgestone, Musco Sports Lighting, Stanley Consultants and Carver Pump. These businesses have grown and developed into large national and international companies that strongly support the community of Muscatine. Many others, such as Heinz, Toyota/Raymond Forklifts, SSAB and Monsanto have followed. All are thriving and have further expanded in our community. Developing a robust and diverse local economy is of great importance to communities across the United States and what better way to develop this than getting back to Muscatine's roots of small business and entrepreneurship. We take great pride in building from within our community rather only than attracting businesses from outside.

The need for this project is simple: *to support and grow the foundation of a thriving community*. We are proactively working to build a strong local economy before something happens where we find ourselves wishing we would have acted sooner.

Small Business Creation Programs

- 1) Muscatine Small Business Forgivable Loan Program: The City of Muscatine is offering Small Business Forgivable Loans for building improvements and startup costs associated with the creation of a new business or to existing businesses significantly expanding into something new. Businesses may obtain a loan for up to \$25,000 for the business at a term of 5 years with 20% of the original loan forgiven annually on the anniversary of the origination of the loan. Businesses receiving funding must be new or expanding its business operations with a new product line or service to be eligible. The City has allocated \$100,000 annually. Funds will be awarded to qualifying businesses based on availability of funds.
- 2) Muscatine Building Improvements Loan Program: The goal of the program is to provide funding opportunities to improve a building's exterior, interior and building infrastructure for a better business environment and to improve upper floor housing units. Building improvements may foster and protect the historic character of the building and historic district. The property must be located within one of the three targeted districts. The districts mirror the Small Business Forgivable Loan program districts. The three districts are the Downtown District, Park Avenue District and Grandview District.

Approved property owners receive a building revitalization loan at 1% below prime interest rate for a term of up to 10 years. No fees are charged other than ordinary costs incurred by the bank, such as appraisals, abstracting, recording and attorney fees.

Three local lenders CBI Bank & Trust, Community Bank & Trust and First National Bank of Muscatine are participating with a total financial commitment to the program of \$1,000,000.00

- 3) Market Rate Business Loans & Financing: For additional business financing that does not qualify for the Building Improvements Loan Program, the three local FHLB Des Moines Member banks support additional business financing needs of new businesses participating in the Small Business Creation Project.

II. Project Impacts & Results

What impact did this project have on your community? What are the highlights of development and growth in your community? Can you directly link this project to specific results or describe your anticipated outcomes? If specific results have been achieved, please provide examples and data.

The project is having a significant impact on the Muscatine community; one area that may be essential to highlight is the way the Small Business Creation Project has provided community members with an avenue for inspiration. This project has helped bring forward those community members who have had a business idea for many years but needed guidance to start a new business. The City of Muscatine Community Development Department works with the interested parties as a nonbiased support outlet to help make business ideas a reality. The department offers advice, helps entrepreneurs brainstorm to think through and build a plan, discusses financing options and offers help to connect them with additional resources to move forward with their project. With this resource, more community members are coming forward and asking for help and assistance to make their dreams a reality.

One of the businesses that was made possible through the Small Business Creation Project is Chicharo's Mexican Grill owned by head chef Cesar Garrido and his family. Cesar and his family are immigrants from Mexico who have dreamed about and worked toward owning their own restaurant for many years. With the Small Business Creation Project, their dream was made a reality. Their business is flourishing as Cesar is looking to expand into a larger space and franchise new establishments. Additionally, Cesar is working to open a second business making artisanal cheese. Entrepreneurship runs in the family as Cesar's oldest daughter is working to open a unique coffee café in Muscatine.

In many situations the Small Business Creation Project has helped accelerate the implementation and startup of new small businesses. The owner of Big River Guns was 2 years into planning and preparation of the opening of his new small business. The Small Business Forgivable Loan provided him the funding he needed to open his businesses, cutting almost a year off his implementation plan.

We are also working with young entrepreneurs in the Muscatine community. A Small Business Forgivable Loan was awarded to 11-year-old Hannah who has opened a small bakery in Muscatine where she will make and sell sweet baked treats. This was a great opportunity to support a young entrepreneur who will continue to grow and invest in her hometown.

Since the implementation of this program in January of 2015, 21 small businesses have received support from the Small Business Creation Project. The businesses would not have been made possible without the Community's Small Business Creation efforts. The Small Business Creation Project has directly assisted in the creation of fourteen (14) new businesses, leveraging

\$1,665,752 in private financing and \$250,700 in public financing through the Small Business Forgivable Loan Program. The project has additionally assisted in the support of seven (7) small businesses that were able to obtain \$345,000 in low interest loans through the Building Improvements Loan Program to improve critical infrastructure to their facilities to improve business operations. In total, the Small Business Creation Project has leveraged over \$2.25 million in financing to support the creation and sustainability of small business in the Muscatine community. For every \$1.00 of small business public funding, the program has leveraged over \$8.00 in additional private financing, making a 1-8 private to public financing ratio.

Small Business Forgivable Loan	Private Business Funding	Building Improvement Loan	Total Project Funding
\$ 250,700.00	\$ 1,665,752.34	\$ 345,000.00	\$ 2,261,452.34

Many of the small businesses supported with the project are small startups with 1-2 full-time jobs in the beginning. As the businesses grow and develop, more jobs are created to support the growth. The Small Business Creation Project directly assisted in the creation of 28 full-time jobs and 40 part-time jobs. Additionally, approximately 10 constructions jobs (averaged over one year) have been created. It is anticipated that jobs created by the Small Business Creation Project will grow significantly over time.

Full Time Jobs	Part Time Jobs	Construction Jobs	Total Jobs Created
28	40	10	78

It is projected that the Small Business Creation Project will assist in collaboration with other community efforts to revitalize historic downtown Muscatine. We want every storefront filled with retail, service and entertainment small businesses and for community members who want to live downtown to be closer to these unique local businesses. All of this activity leads to increased investment in our downtown buildings and facilities, creating a lovable downtown where people want to be. This will ultimately build a more lovable community.

Every town, city, county and municipality across the United States is working to develop a strong business environment to provide jobs to support the community. The community of Muscatine has seen many large businesses start, build and grow here in Muscatine and then expand beyond our community. These businesses have never forgotten where their home is. When times get tough, they support their hometown by keeping jobs and investing locally. With this support, Muscatine has always had quality jobs with a low unemployment rate. Due to the success we have seen with locally grown businesses, great support is given to assist local small business creation. You never know where the next great business may grow from or what they will grow into. What we do know is when they are grown locally, they will always support their hometown.

III. Member Collaboration

How have you financed community projects and what has been the involvement of local financial institutions? Have the local institutions been involved in financing projects or have they made donations or invested in local projects other than through market rate loans? Did this project explicitly utilize FHLB Des Moines advances or grant funds? Is the project completed or in-progress?

Community development is strongly supported by Muscatine's FHLB Des Moines Member financial institutions: Community Bank and Trust, CBI Bank & Trust and First National Bank of Muscatine. These three local financial institutions are committed to provide \$1 million in low interest loans to businesses as a part of the Building Improvements Loan Program and to support new small businesses with startup financing and guidance.

Not only have the three local members put forth financing towards the Small Business Creation Project but their advice and expertise in collaboration with the City of Muscatine was critical in forming the current programs encompassed by the Small Business Creation Project.

Member representatives review business applications and, with their immense expertise, assist in advising and guiding prospective business owners. Additionally, they assist the Small Business Review Committee to review application to fund and support business development of worthy candidates. Their direct involvement has help lead the successful Small Business Creation Project.

The member institutions are committed to the Small Business Creation Project as they have currently invested more than \$1.5 million to the project and are devoted to continue to support small business creation in the Muscatine community.

The Small Business Creation Project is still strong and growing. The project is being adapted and adjusted with feedback from participating businesses to insure we have a quality project that provides the highest and best use with committed financing. As more assistance and resources are needed to support local small businesses, programs will be amended and new programs will be created to best serve those needing the assistance. The experience of Muscatine's FHLB Des Moines Member banks is critical to develop programs that help our community in the best possible way.

If we are honored by winning the Strong Communities Award, the grant will be used to fund a Small Business Revolving Loan Program with the goal to continue to support small business creation in Muscatine.

IV. Additional Material

Photos and video are optional but encouraged.

Additional material is included in supplemental pages to this application document. Additional material includes:

- a) Community Bank and Trust Letter of Support
- b) First National Bank of Muscatine Letter of Support
- c) City of Muscatine Letter of Support
- d) Muscatine Journal article on the Small Business Forgivable Loan program
- e) Muscatine Journal article on Chicharo's Mexican Grill, a participant in Small Business Creation Project receiving support from Small Business Forgivable Loan Program.
- f) Muscatine Journal article on Home Run Hitters, a participant in Small Business Creation Project receiving support from Small Business Forgivable Loan Program.
- g) Muscatine Journal article on Sign Pro 3D Printing, a participant in Small Business Creation Project receiving support from Small Business Forgivable Loan Program.
- h) Muscatine Journal article on Big River Guns, a participant in Small Business Creation Project receiving support from Small Business Forgivable Loan Program.
- i) Photos of Small Business Creation Project business.
- j) Photos of business owners receiving Small Business Forgivable Loan.
- k) The three (3) targeted district maps



Friday, August 12, 2016

Mitch Fastenau
Communications and External Relations Coordinator
Federal Home Loan Bank of Des Moines

Re: City of Muscatine – Strong Communities Award

Dear Mitch,

In August of 2015 I wrote to you in support of an application by the City of Muscatine for the Strong Communities Award. My purpose in this correspondence is to replicate that recommendation.

In addition to the successes delineated in my 2015 correspondence, I would like to acknowledge the following initiatives.

- A Development Agreement relative to Tax Increment Financing has been executed for the construction of a fifty unit workforce development housing facility that is targeted for families.
- A second Development Agreement relative to Tax Increment Financing has been authorized for the construction of fifty units that is targeted to seniors.
- Plans are being formulated to implement tax abatements for three distinct areas in town that are targeted for re-development.

The planning process is nearly complete for the redevelopment of the former Route 92 corridor. We anticipate that construction will begin in early 2017. As you can see, great many resources have been devoted to the growth and improvement of our community.

As both an Executive Officer of and FHLBDM member bank and a member of the Muscatine City Council, I hope that you will consider our application favorably. Thank you for your efforts on our behalf.

Sincerely,

Tom R. Spread
President & CEO



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PHONE (563) 263-4221 • FAX (563) 262-4213 • MEMBER F.D.I.C
www.fnbmusc.com • info@fnbmusc.com

M. Wayne Johanson
Sr. Vice President

August 12, 2016

Mitch Fastenau
Communications and External Relations Coordinator
FHLB Des Moines
801 Walnut St. Ste 200
Des Moines IA 50309-3513

RE: 2016 STRONG COMMUNITY AWARD

Dear Mr. Fastenau:

First National Bank of Muscatine has been a long time member of the Federal Home Loan Bank of Des Moines and value said relationship. I am writing to support Muscatine Iowa's application for the 2016 STRONG COMMUNITIES AWARD. Our bank in conjunction with Community Bank and Trust and CBI both also of Muscatine, collaborated with David Gobin who is Muscatine's Community Development Director, in offering special \$1 million loan pool at special interest rates this year for commercial building improvements in downtown Muscatine. This program has been quite successful in kick-starting several downtown projects, which betters the appearance and tax base for these downtown properties. We look forward to working with additional applicants under this program.

If I can be of further assistance in support of this application, I can be reached at mjohanso@fnbmusc.com or 563-262-4210.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Wayne Johanson', written over a horizontal line.

M. Wayne Johanson
Sr. Vice President



City Hall, 215 Sycamore St.
Muscatine, IA 52761-3840
(563) 262-4141
Fax (563) 262-4142

COMMUNITY DEVELOPMENT

Planning,
Zoning,
Building Safety,
Construction Inspection Services,
Public Health,
Housing Inspections,
Code Enforcement

August 9, 2016

FHLB Des Moines
Re: Strong Communities Award Application

To whom it may concern:

The City of Muscatine strongly supports the sponsorship of a "Strong Communities" grant application by Community Bank and Trust.

We have worked closely with Community Bank and Trust, CBI Bank & Trust and First National Bank to pool \$1,000,000 for a low-doc, low-interest Building Improvement Loan Program for downtown buildings.

We have also worked with each of these banks to support and participate in helping the City evaluate applications for our new Small Business Forgivable Loan Program.

Each of these programs are meeting or exceeding our expectations and the City could not administer these loans without the bank's assistance.

We are very fortunate to have these three banks in our community and that they work together to benefit the community in many ways.

Thank you for your consideration,



David Gobin,
Community Development Director
City of Muscatine

"I remember Muscatine for its sunsets. I have never seen any
on either side of the ocean that equaled them" — Mark Twain

Muscatine lends support to small business

City rolls out forgivable loan program for small businesses

DECEMBER 05, 2014 9:00 PM • BY [JASON LIEGOIS](#)

SMALL BUSINESS FORGIVABLE LOAN PROGRAM

Purpose:

Promote infill and redevelopment in targeted areas throughout Muscatine.

Process:

- Allow 30 days for approval and agreement
- Determine if your business property is located within one of the target districts
- Read loan program documents
- Prepare a budget for all improvements to be made
- Submit complete application to City Administrator's Office
- Application is reviewed by loan program review committee. The review committee is appointed by the City Administrator (For example, City Administrator, Community Development Director, City Staff, Chamber CEO or other designee)
- Once the application is reviewed by the committee, an agreement between the business and the City of Muscatine will be constructed and approved by City Council. A personal guarantee must be made by the owner(s) of the business.
- Review committee will make a recommendation to the City Administrator.
- Small Business Forgivable Loan will be made for up to \$25,000.00 for a term of 5 years with 20% forgiven upon the anniversary of loan origination; business must remain in good standing to receive loan forgiveness.
- An annual summary and verification report will be due on the anniversary of loan origination to the City Administrator's Office.

Program:

The City of Muscatine is offering Small Business Forgivable Loans for startup and expansion cost. Businesses can obtain a loan for up to \$25,000 for the business at a term of 5 years with 20% of the original loan forgiven annually at the anniversary of the origination of the loan. Businesses receiving funding must be new businesses or be significantly expanding business operations to be eligible. The City has allocated \$300,000 in funding annually. Funds will be awarded to qualifying businesses based on availability of funds.

Evaluation Criteria:

Historic preservation compliance, ADA access, fire safety improvements, building code requirements, additional investment, new business creation, significant expansion of current business, business plan, and small business determination.



MUSCATINE, Iowa — Economics development is something city officials everywhere talk about.

In Muscatine, officials are putting their money where their mouth is.

The city has already kicked off [one program](#) to encourage development: the Building Improvement Loan Program, which provides loans for property improvements. Meanwhile, another program is under development: the Upper Housing Floor Program, which is designed to encourage property owners to convert the upper floors of downtown buildings into affordable and gap housing.

Now, the city has announced another program to join the other tools city leaders and staff are using to help revive development in downtown Muscatine and other locations in the community.

The program, which officially kicked off Wednesday, is called the Small Business Forgivable Loan Program. The city has dedicated \$300,000 in Tax Increment Financing (TIF) funds over three years for forgivable loans. The individual loans to small businesses will be worth up to \$25,000, lasting for five years with 20 percent of the loan forgiven annually.

"It is exciting to kick off our Small Business Forgivable Loan Program — a program that will incent local small business, entrepreneurs and infill in key areas in Muscatine," City Administrator Gregg Mandsager said in a press release announcing the program. "I appreciate the Mayor and Council's strong support for this creative new program!"

The purpose of the loans is to give business owners the ability to put more resources toward building and capital improvements. To become eligible for the program, businesses must be new to the community or undergoing significant expansion.

After receiving applications for the project, the city will review and award grants based on several different factors, including availability of funds, potential job creation, additional investment, fire safety and handicap accessibility, among others.

"We encourage any small business to expand or locate within the targeted areas of

Muscatine with several programs recently created for them to take advantage of,” Community Development Director Dave Gobin stated in the press release.

The areas in question are the Downtown Small Business TIF District, the Park Avenue Small Business TIF District, and the Grandview Avenue Small Business TIF District. However, Gobin said he hopes the program could be expanded to other areas of the community if it proves to be a success.

"I'd love to see it grow and expand," Gobin said Thursday.

Other programs

This program joins a recently instituted Building Improvement Loan Program. Created in November, that program is a collaboration between the city and three Muscatine banks, through which loans are made available to property owners interested in making improvements to their buildings and properties. Prospective loan recipients have to meet the banks' normal credit standards to participate.

This is a pilot program, currently limited to the section of downtown Muscatine from Pine Street to Mulberry Avenue and from Mississippi Drive to Third Street. The banks have already committed \$1 million in funding for the project, with more possible as time goes on.

In addition, the city is in the process of starting a Upper Floor Housing Program, designed to encourage property owners to convert the upper floors of downtown buildings into affordable and gap housing.

The city currently is seeking to create a development corporation to administer the program and a community development trust to help allocate funding for an investment pool, and hopefully will be in operation by next year, Gobin has said.

For more information

A summary of the program, with maps, is available with this story a muscatinejournal.com, More information is also available at www.muscatineiowa.gov/index.aspx?NID=898 or by calling the city's Community Development Office at 563-262-4141.

Muscatine welcomes Chicharo's Mexican Grill

Jessica Fletcher-Frye jessica.fletcher-frye@muscatinejournal.com Dec 9, 2015



Jessica Fletcher-Frye/Muscatine Journal

Cesar Garrido and his wife Monica are the owners of the new authentic Mexican food restaurant on Park Avenue.

MUSCATINE, Iowa — Park Avenue welcomed a new authentic Mexican restaurant called Chicharo's Mexican Grill in the beginning of November and, according to the family, it's going well.

Chicharo's offers delivery, dine-in, carry-out and catering, and is also known for its burritos.

"A lot of people have told us our food reminds them of food you'd find in California," said Monica Gonzalez, daughter of Chicharo's owner, Cesar Garrido.

Garrido was born and raised in Mexico and came to the U.S. about 23 years ago. While living in Denver,

the Garrido family realized there was a lack of authentic Mexican food in the area and decided to change that.

After moving and finally settling in Muscatine, Garrido decided he wanted to open the doors to authentic Mexican food once again.

For the last three years, he ran a food truck that would cater to companies like Allsteel. As the company grew and more and more people were looking for his food, Garrido jumped at the opportunity to start a restaurant.

According to his daughter, Garrido's goal is to create a different atmosphere where families and friends can come and feel comfortable.

"We're very family oriented. We want everyone to feel like part of the family," said Gonzalez.

Chicharo's Mexican Grill is located at 600 Park Ave., the former location of The Sicilian, and can be contacted by calling 563-263-5911

The hours are 10 a.m.-9 p.m. Monday-Thursday and 10 a.m.-11 p.m. Friday and Saturday (closed Sundays).

For more information or to look at the menu, visit chicharosmexicangrill.com.

LOCAL SPORTS

Knock it out of the park: Home Run Hitters offers indoor hitting/pitching facility



JANUARY 05, 2015 3:42 PM • [JUSTIN RUST 563-262-0533](mailto:JUSTIN.RUST@MUSCATINEJOURNAL.COM)
JUSTIN.RUST@MUSCATINEJOURNAL.COM

MUSCATINE, Iowa — A bucket a day will help keep the strikeouts away.

That is one of the slogans used by Home Run Hitters, the new indoor baseball and softball facility in Muscatine.

In Iowa, the winter weather prevents baseball and softball from being played year round. Home Run Hitters helps fill the gap for players who want to get some extra work in during the

offseason.

Jeff Kokemuller opened up the facility, which is located at 1115 Musser Street, on Nov. 1.

"A lot of people in town have said we needed something like this for quite a while," he said. "We felt there was a need and we went after it."

Kokemuller said there are indoor facilities in and around the Quad Cities and in Iowa City, but Home Run Hitters is the only one in Muscatine.

The facility offers training for all ages. It has five batting cages available for hitting off machines or live pitching for baseball and softball in addition to a strength training area.

"I believe strength and conditioning is huge for these kids in the offseason," Kokemuller said. "And it doesn't take long to come in here and take 150 quality swings."

Kokemuller got into coaching when his daughter, Madison, was seven years old and joined a softball team in Muscatine. He has been coaching for the last six years.

"I just fell in love with it. I watched video after video about specialized coaching and running good practice plans," he said. "Just dove right into it and learned as we went. Our second season of fast pitch, we were second in the state in USSSA."

With his coaching experience, Kokemuller understood the need for players to get in quality time in the offseason.

So far, Home Run Hitters has received a good reception in just over two months of operation.

“We are right in town so a lot of high school kids are coming to us and some previous Muskie baseball players are coming in from their college break,” Kokemuller said.

The rates are \$15 for half an hour and \$25 for an hour. A six-month membership is \$50 per month and a one-year membership is \$37.50 a month. All of the rates can be found on its website at www.hr hitters.com.

“We feel we are competitive and we are pretty aggressive with our rates,” Kokemuller said. “We want to get kids in here. That’s the name of the game, get them in here.”

Kokemuller isn’t the only instructor at the facility. Former Muscatine Community College baseball player Michael Allen is also a hitting and pitching instructor.

Home Run Hitters also offers a pro shop.

“As far as our pro shop, whatever you want, we can get,” he said.

As the baseball and softball seasons approach, Kokemuller said he anticipates it will get busier at Home Run Hitters.

“We have anywhere from five to 10 people a day and we think teams will start coming in here shortly,” he said.

Home Run Hitters is open every weekday 4-9 p.m. and on the weekends from 10 a.m. to 6 p.m.

SignPro moving into 3-D modeling with help from the city



MARCH 07, 2015 10:59 AM • BY [JASON LIEGOIS](#)

MUSCATINE, Iowa — A local business is expanding its operations into 3-D design work thanks to a new small business forgivable loan program.

Sign Pro of Muscatine, located at 800 Main St., produces signs for commercial companies, vehicle graphics and other related items. It works with a wide variety of clients in the area, from providing safety signage for industrial businesses to logos and signage for startup businesses.

Lance Parrish, production manager for Sign Pro, and employee Bart Nesmith, had, over the previous several months, talked with owner John Fox about the idea of starting a 3-D printing operation at the company. These printers create 3-dimensional items for a wide variety of manufacturing and fabricating uses, and Parrish and Nesmith have had training in 3-D design. However, with many commercial 3-D printers valued at around \$10,000 per machine, Fox believed such a business move might have to wait for the future.

That changed last year, however, when they attended an event at Muscatine Community College for local entrepreneurs where they heard two presentations that piqued their interest. The first was from a pair of startup entrepreneurs who recalled their difficulties in designing license plate holders. The second was from Muscatine City Administrator Gregg Mandsager and Community Development Coordinator Adam Thompson about [the new Small Business Forgivable Loan Program](#) started by the city late last year.

"Then it was kind of hard to say no," Parrish said.

According to Thompson, the program is designed to especially help new small businesses get started. However, it is also designed to assist existing small businesses significantly expand operations like doubling the business' capacity or, in the case of Sign Pro, offer a new product.

For the city, the program is aimed at having strong locally based companies play a dominant role in the community's economy. Thompson said having those business grow and prosper has meant a more stable economy for the city, and the program hopes to encourage a new generation of entrepreneurs to take root and grow in Muscatine.

"It's really about sustainability and stability here in Muscatine," Thompson said.

Sign Pro received \$15,000 as part of the loan, and the company will provide matching funding that will exceed that amount, Fox said.

Fox and Parrish said they will use the funds to both purchase the printer and for renovations to the Sign Pro headquarters to provide usable space for the 3-D printing operation. They expect to have the printer by April and complete the renovations by the end of the year.

Thompson said the program has distributed \$56,000 in loans so far to Sign Pro, Home Run Hitters, and Big River Guns. The city expects to distribute an additional \$44,000 in loans by the end of the current fiscal year on June 30, for either new businesses or existing ones seeking to expand operations. The loan terms are five years with 20 percent of the forgiven annually.

"The [public] interest has been extremely high," Thompson said. "I take a few phone calls on it every week."

Although there have been just three applicants so far, Thompson said he expects more to come. Applications are reviewed by a committee made up of Mandsager, a representative from the Greater Muscatine Chamber of Commerce and Industry, and a representative from a local bank not directly involved with the project.

The city is asking those interested in applying to the program to contact the city's Community Development office by phone at 262-4141 or in person at City Hall, 215 Sycamore St.

BUSINESS

Muscatine man follows his passion, opens new gun shop



JULY 08, 2015 12:30 AM

MUSCATINE, Iowa — Scott Lucas recently turned a passion he's held since he was five years old into a business: Big Rivers Guns on Park Avenue.

"Dad started me out hunting when I was real little. He started to take me out hunting when I was five. 'Course I didn't shoot when I was that young. I didn't shoot til I was a little bit older, but I went out hunting with them then," he said.

Lucas' shop sits at 1216 Park Ave., right next door to Lucas Communications, which his

father Dave started and which Lucas still runs. Big Rivers Guns is only open in the afternoons during the week, giving Lucas time to give his full attention to the communications business in the morning.

"I have to budget my time between the two," he explained, adding that he has the support of Chief Operating Officer Scot Vanwey at Lucas Communications.

"I've always liked guns and worked on my own gun," Lucas, 49, said about starting the business, which has been open for three weeks now. "It's something I've always wanted to do."

Lucas sells ammunition, targets and other accessories as well as a variety of guns, including concealed carry pistols, long-range pistols, various semi-automatic and pump shot guns and rifles. He even has a few personal favorites available, like an A5, a Browning Maxus, like the one he uses, and a Winchester XS3.

"I've got a little bit of everything," he said, adding that he also buys and trades guns.

He's owned the building for several years now, originally intending to expanding Lucas Communications into it, but found that he didn't need to after all. Since then, he's rented the building out, until deciding it was time for him to get into the gun business. The building is about 1,600 square feet, he said, explaining that some of the space isn't in use yet, so he has room to expand as he builds his inventory and clientele.

Lucas also offers gunsmithing -- that is, cleaning, repairing and accessorizing guns. It took him about a year to learn the trade.

"I love doing it," he said. "It's really interesting."

Big River Guns

What: Gun shop

Where: 1216 Park Ave.

Hours: 12-4:30 p.m. Monday, Wednesday, Friday; 12-5:30 Tuesday and Thursday and 9 a.m.-12 p.m. Saturday.

Contact: 563-299-2658

Home Run Hitters



A group of five men are standing behind a large ceremonial check. The check is from the City of Muscatine to Sign Pro of Muscatine, dated 2/23/15, for \$15,000.00. The check is signed by the Mayor. The men are standing in front of a wall with several framed posters, including one titled "BLUE ZONES PROJECT" and another titled "Muscataine - A Blue Zones Project Location".

Well Fit



Rose Bowl



Sal Vitale's Pizzeria



Hanna's OzSome Treats



Cocoaberry Frozen Treats

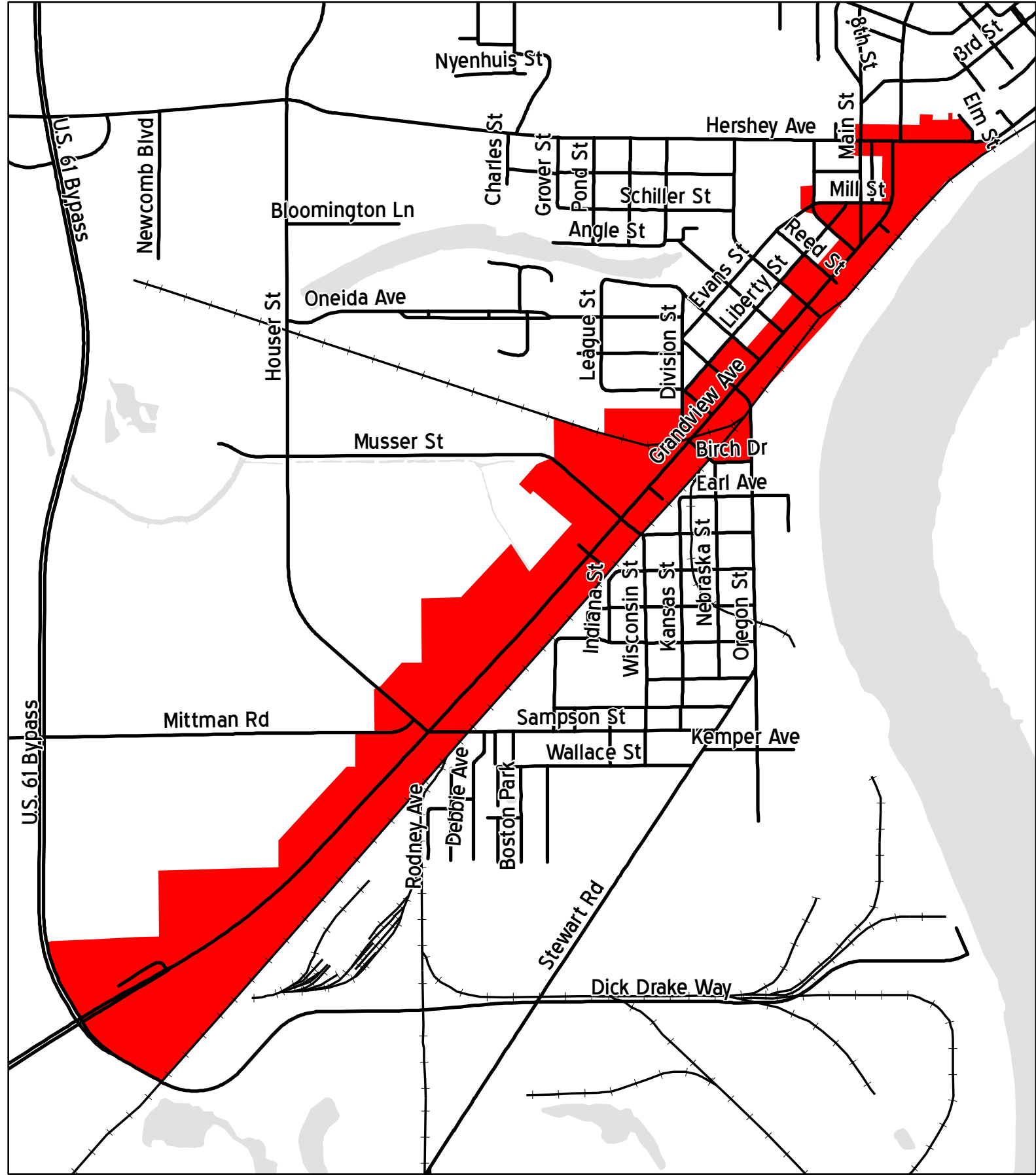


Coffee Barn



Chicharo's Mexican Grill



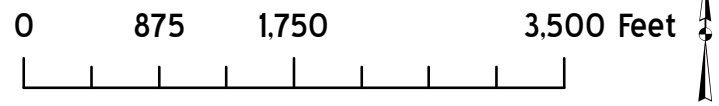


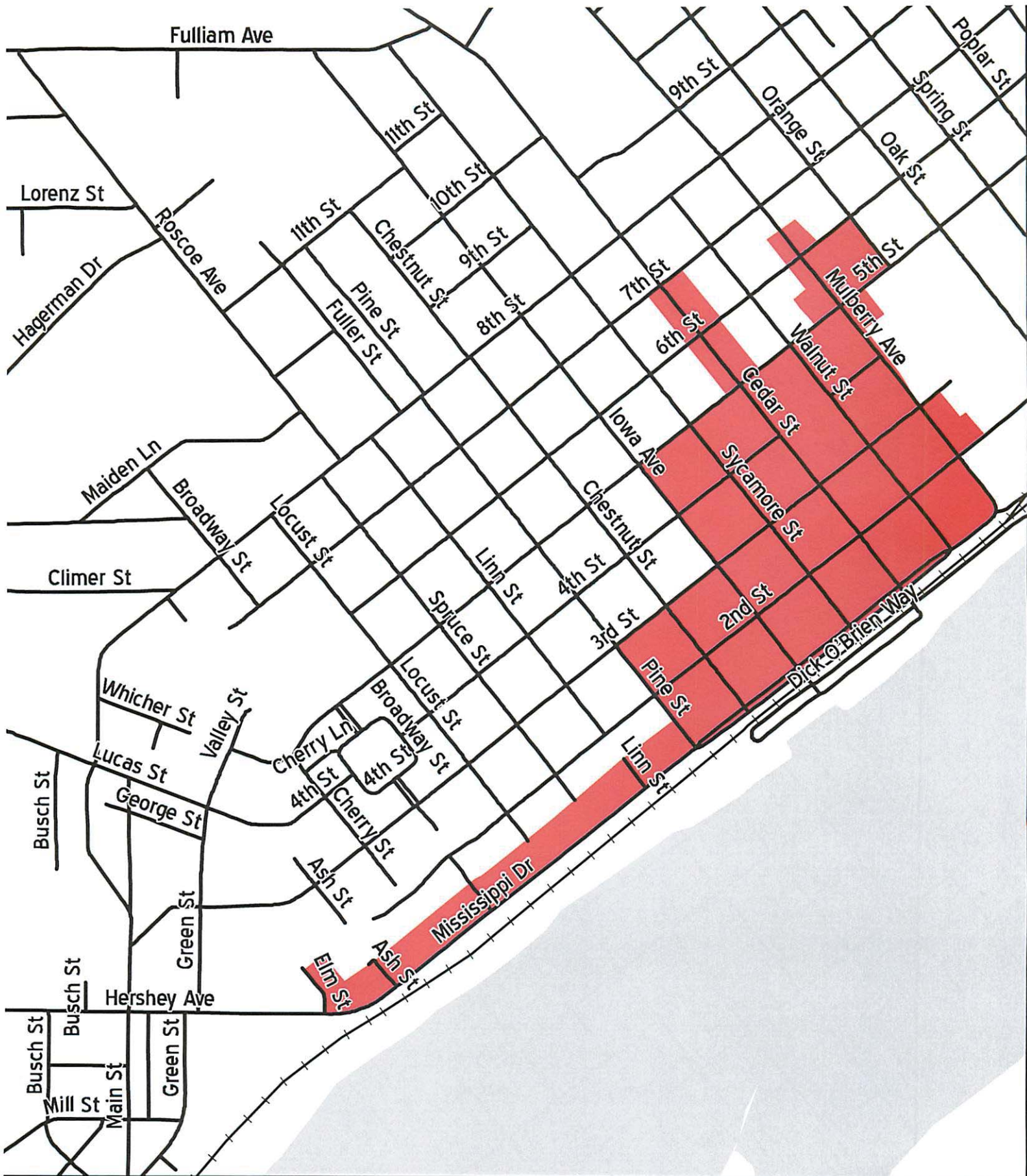
Grandview Avenue Small Business TIF District

Date Source: Muscatine Area Geographic Information Consortium, City of Muscatine
Prepared by: Andrew Fangman, City Planner
Date: August 13, 2014



Grandview Avenue Small Business TIF

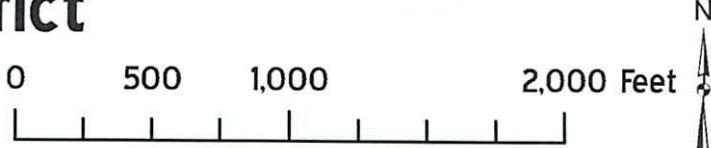


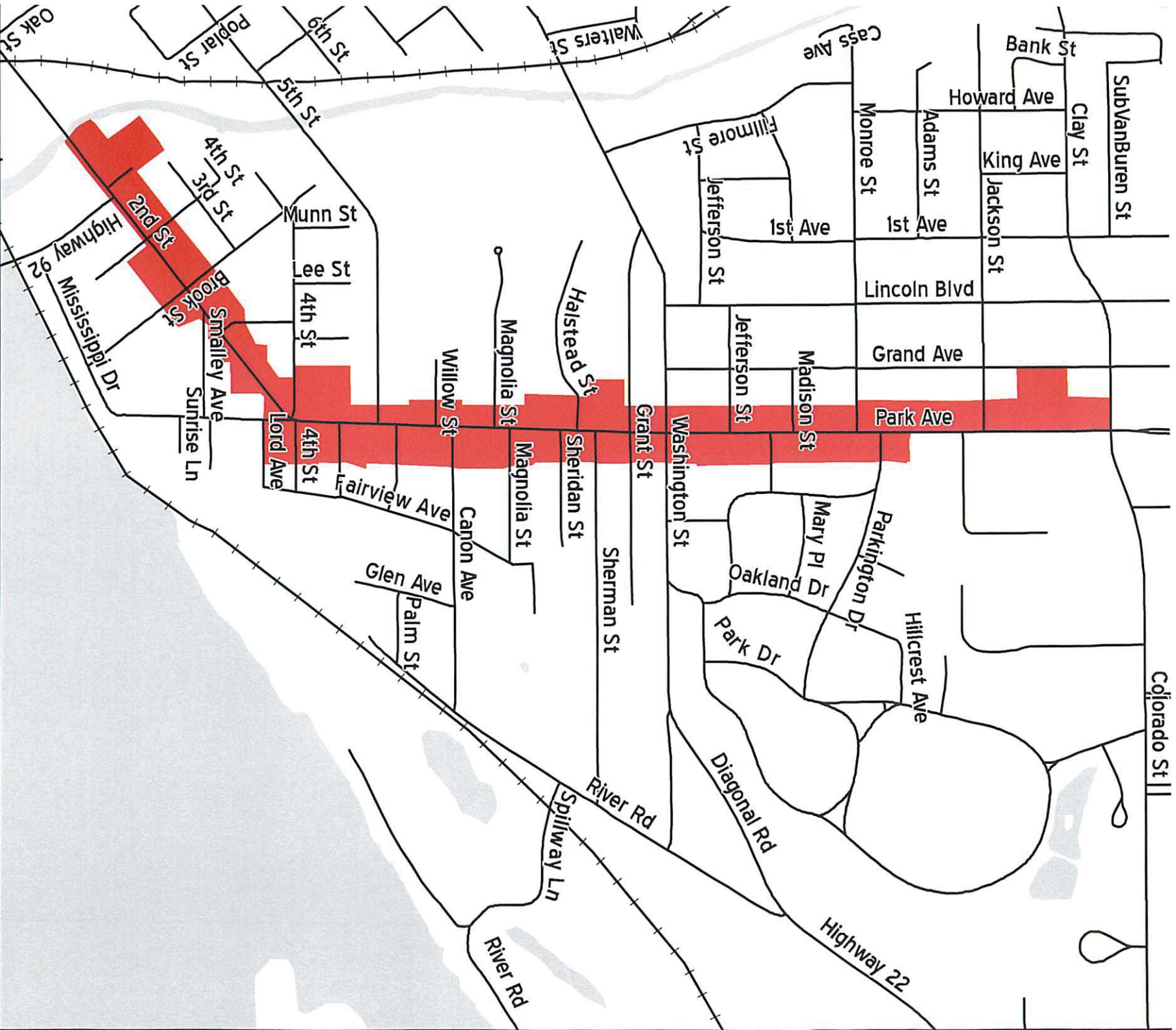


Downtown Small Business TIF District

Date Source: Muscatine Area Geographic Information Consortium, City of Muscatine
 Prepared by: Andrew Fangman, City Planner
 Date: August 13, 2014

 Downtown Small Business TIF





Park Avenue Small Business TIF District

Park Avenue Small Business TIF District

Date Source: Muscatine Area Geographic
Information Consortium, City of Muscatine
Prepared by: Andrew Fangman, City Planner
Date: August 13, 2014

0 500 1,000 2,000 Feet

N



MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, August 24, 2016, 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 July 27, 2016 Minutes (See enclosed)</u> – John Thodos, Chair
X	X		2. <u>Treasurer's Report (See enclosed)</u> – Frank Klipsch, 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 2017 Program Budget as of 7/31/2016</u> (See enclosed)
X	X		c. <u>Contracts/Grants for Consideration</u> – Denise Bulat, Executive Director
			I. Other Contracts/Grants
		X	4. <u>Report on Rock Island Arsenal</u> – Bill Takakoshi, Hurt, Norton & Associates; Tim Frye, Rock Island Arsenal Development Group
			5. <u>Questions or Comments by Commissioners</u>
			6. <u>Other Business</u>
			7. <u>Adjournment</u>
			<p><u>NEXT MEETING:</u> <u>Wednesday, September 28, 2016 – 3:30 p.m.</u></p> <p> **NOTE LOCATION CHANGE**</p> <p> Rock Island County Building</p> <p> Third Floor Board Room</p> <p> 1504 Third Avenue</p> <p> Rock Island, IL</p>

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

Wednesday, July 27, 2016, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Thodos – Chair, Broderson, Callaway-Thompson, Earnhardt, Gordon, Heninger, Hillman, Holst, Howard, Klipsch, Lawrence, Maranda, O’Boyle, Newton-Butt, Raes, Schloemer, Sorensen, Stoermer, Sunderbruch, Tank, Terry, Waldron

MEMBERS ABSENT: Anderson, Austin, Conrad, Gallagher, Gradert, Holmes, Looney, Moore, Pauley, Sherwin, Washburn

OTHERS PRESENT: Liz Hogan, Director, FoodHub

STAFF PRESENT: Bulat, Grabowski, McCullough, Miller, Moritz

Chair Thodos called the meeting to order at 3:33 p.m.

1. **Approval of the June 22, 2016 Minutes.** Mayor O’Boyle moved to approve the minutes of the June 22, 2016 meeting as presented. Mr. Gordon seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Ms. Bulat presented the Treasurer’s Report for the month ending June 30, 2016, noting an ending total bank and book balance of \$676,393.28. Ms. Earnhardt moved the report be accepted as written and mailed. Mr. Sunderbruch seconded the motion, and it passed unanimously.
3. **Finance and Personnel Committee.**
 - a. **Bills.** Ms. Hillman presented the bills totaling \$236,638.70, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust, VISA charge card expenses related to Manager’s & Administrator’s Committee meeting (cost reimbursed by participants); 1 staff attending the National Regional Transportation conference; Northwest Municipal League Golf tournament and dinner (costs reimbursed by participants); 1 staff attending the Classifying Positions Under the Fair Labor Standards Act seminar; Thomas Skorepa, Administrative Hearing Officer, membership renewal to National Association of Administrative Law Judiciary (costs reimbursed by MUNICES); 3 staff attending the Illinois Community Development Block Grant Application workshop; office supplies	\$ 4,217.38
City of Buffalo, Regional Nutrition project (costs to be reimbursed by Department of Public Health grant)	4,020.00
Hurt, Norton & Associates, June 2016 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	9,750.00

Rock Island County Treasurer		5,718.72
08/2016	Rent	\$4,618.38
08/2016	Internet Access	88.00
06/2016	Postage	761.19
06/2016	Supplies	129.61
06/2016	Cell Phone	121.54*
*(Partial costs reimbursed by HCEDP)		
Thomas A. Skorepa, P.C., Administrator Hearing Officer, June services		3,745.00
(cost reimbursed by MUNICES)		

Addendum

City of East Moline, Municipal Code Enforcement System proceeds	4,953.84
City of Rock Island, Municipal Code Enforcement System proceeds	37,987.29
Printer's Mark, printing of the 2045 Quad Cities Long Range	5,555.00
Transportation Plan and MUNICES forms	
Rock Island County, Municipal Code Enforcement System proceeds	3,191.47
Disbursement of funds for the following Bi-State Revolving Loan Fund Loan:	
The Schebler Company	100,000.00
K & J Enterprises Inc. of Iowa	37,500.00
Nutrition Wellness LLC	20,000.00

Ms. Hillman moved approval of the bills totaling \$236,638.70 as presented above. Mr. Maranda seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2015-16 Program Budget as of June 30, 2016. Ms. Hillman explained the Program Budget Status Report was mailed in members' packets. The Commission is 100% through the fiscal year with 90.8% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following grant for consideration.
- Grant with Iowa Department of Public Health for Complete Streets. The grant is for \$9,500 and will run from August 1, 2016 to June 29, 2017.

Ms. Earnhardt moved approval of the grant as presented above, and Mayor O'Boyle seconded. The motion passed unanimously.

4. Report on FoodHub Activities. Ms. Hogan stated that there are over 30 FoodHubs in Iowa, including the Davenport branch located in the Freight House. The FoodHub exists to connect local farmers and producers to commercial distribution centers and to consumers. The FoodHub identifies local food sources and helps to get them sold locally to reduce the amount of imported goods, thereby creating sustainability in the local economy. The movement of keeping locally-grown food local started with the Detroit Eastern Market. The City of Davenport and the Regional Development Authority were instrumental in securing federal funding to start the FoodHub, as well as the facility. Starting with four growers, the FoodHub has now grown to involve 100 farmers in the region.

Ms. Hogan reported that FoodHub has many purposes. In addition to connecting local farmers with access to local consumers, it also reaches out to underserved peoples through the Veggie Mobile, education classes, and the shared-use commercial kitchen to help train culinary entrepreneurs in food preparation and licensing.

The FoodHub store is open 6 days per week and stocks 1,500 to 2,000 items such as produce, meat, eggs, honey, jams, and baked goods. The Grower's Choice Program is a subscription service where people can pick up a week's worth of locally-grown food along with recipes.

5. Questions or Comments by Commissioners. There were no questions or comments by Commissioners.
6. Other Business. Mayor Raes introduced new 7th Ward Alderman Mike Waldron who will be representing Moline on the Commission. Chair Thodos welcomed Mr. Waldron to the Commission and asked for introductions around the room.
7. Adjournment. The meeting adjourned at 4:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kimberly Callaway-Thompson", with a horizontal line extending from the end of the signature.

Kimberly Callaway-Thompson
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING JULY 31, 2016**

	<u>Balance July 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance July 31</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – July 1, 2016	\$ 622,309.48			
Add Deposits		\$ 205,217.26		
Less Transfers			\$ 284,035.68	
Balance – July 31, 2016				\$ 543,491.06
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – July 1, 2016	\$ 1,174.49			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – July 31, 2016				\$ 1,174.64
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – July 1, 2016	(\$ 49,954.25)			
Add Deposits		\$ 178,149.01		
Less Checks Written			\$ 187,526.69	
Balance – July 31, 2016				(\$ 59,331.93)
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – July 1, 2016	\$ 2,863.56			
Add Deposits		\$ 105,809.37		
Less Checks Written			\$ 105,930.47	
Balance – July 31, 2016				\$ 2,742.46
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – July 1, 2016	<u>\$ 100,000.00</u>			
State Bank of Orion 6/25/16 – 12/25/16 (.20%)		\$ 0.00		
Add Investments Made			\$ 0.00	
Less Investments Matured				
Balance – July 31, 2016				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – July 1, 2016	<u>\$ 676,393.28</u>			
Deposits in July		<u>\$ 489,175.79</u>		
Withdrawals in July			<u>\$ 577,492.84</u>	
Balance – July 31, 2016				<u>\$ 588,076.23</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – July 1, 2016	<u>\$1,085,209.19</u>			
Add Deposits		<u>\$ 18,899.49</u>		
Less Withdrawals			<u>\$ 110.00</u>	
Balance – July 31, 2016				<u>\$1,103,998.68</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – July 1, 2016	<u>\$ 127,336.42</u>			
Add Deposits		<u>\$ 7,882.21</u>		
Less Withdrawals			<u>\$ 30.00</u>	
Balance – July 31, 2016				<u>\$ 135,188.63</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE AUGUST 24, 2016
BI-STATE REGIONAL COMMISSION MEETING**

Chmura Economics & Analytics, annual subscription to JobsEQ, 8/1/16 – 7/31/17 proprietary workforce and economic management tools	\$ 5,995.00
Dell Marketing LP, 4 towers and 1 laptop	6,101.64
Hurt, Norton & Associates, July 2016 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	9,750.00
Rock Island County Treasurer	5,448.47
09/2016 Rent \$4,618.38	
09/2016 Internet Access 88.00	
07/2016 Postage 522.07	
07/2016 Supplies 98.40	
07/2016 Cell Phone 121.62*	
*(Partial costs reimbursed by HCEDP)	
Thomas A. Skorepa, P.C., Administrator Hearing Officer, June services (cost reimbursed by MUNICES)	<u>3,465.00</u>
TOTAL	<u><u>\$30,760.11</u></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 2016-17 Program Budget Status Report
Through Month of July – 8.3% of Year**

ADOPTED BUDGET:	\$2,073,608.00	EXPLANATION:
EXPENDED THROUGH JULY:	\$132,667.33 (6.4%)	
STAFF LEVEL BUDGETED:	25.00 F.T.E.	
STAFF LEVEL MAINTAINED:	22.50 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING JULY:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Economic Profile; Website Support.
ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning.
ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support.
ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Development.
ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning.
ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support.
BETTENDORF – Air Quality Asst.; Drug/Alcohol Testing Consort.; I-74 Bridge Coord.; IAQC Transit Planner Coord. and FTA 5339 Grant; Joint Purchasing; QCICNet; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord. and Trails Counting; REAP Plan Update; Park/Rec Plan Update; MPO Trans. Coord.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Mapping Asst.; Website Support.
BUFFALO – Riverfront Council; Solid Waste Coord.; Trail Planning; IDPH Nutrition Grant.
CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning.
CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning.
COAL VALLEY – Joint Purchasing; MUNICES Coord.; RICWMA Staffing; Floodplain; Mapping Asst.
COLONA – Joint Purchasing; Floodplain.
CORDOVA – RICWMA Staffing; Riverfront Council; Website Support.
DAVENPORT – Air Quality Asst.; IAQC Transit Planner Coord.; CitiBus Routes Advisory Group & FTA 5339 Grant, Joint Purch.; QCICNet; Riverfront Cnd.; RLF Loan Admin.; Scott Co. Housing Cnd.; Solid Waste Coord.; Dav. Schools Haz. Mit. Plan; Trails Planning & Count Collection; PICH-Safe Routes to Schools Planning; MPO Trans. Coord. & LRTP Coord.; Floodplain Grants. Asst.; Complete Streets & SRT Grant Inquiries; Mapping Asst.
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.; MPO Trans. Coord.; Trail Planning; Zoning Ordinance; Floodplain.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning & Research; MPO LRTP Projects Coord.
GALVA – HCEDP Participation; Transit Mobility/HSTP Planning.
GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning/
HAMPTON – MUNICES Coord.; RICWMA Staffing; Riverfront Council.
HENRY COUNTY – HCEDP Participation & Graphics Asst.; Joint Purch.; Transit Mobility/HSTP Planning; Trail Coord.; Legislative Priorities Asst.; Floodplain Coord.; MPO Trans. Coord.
HILLSDALE – Transit Mobility/HSTP Planning; Floodplain.
KEWANEE – Transit Mobility/HSTP Planning; Solid Waste Inquiry.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Comprehensive Plan & Mapping.
LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Joint Purchasing Council Inquiry.
MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.
MILAN – E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Staffing; MPO Trans. Coord & LRTP; RLF Admin.; RMS Coord.; Interoperability Project; Cons. Dispatch Study Asst.; Hennepin Canal Trail Event Map & Logo.
MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; IL QC Intergov. Comm.; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Cnd.; RLF Adm.; RMS Coord.; Trails Coord.; MPO Trans. Coord.; PICH-Safe Routes to Schools Planning; Interop. Proj.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; MMRLF Coord.; Solid Waste Coord.; Trail Planning/ADT Coord.; Trails Use Count Collection; Riverfront Planning.
MUSCATINE COUNTY – Air Quality Asst.; Joint Purch.; Reg. 9 Coord.; Trails Planning/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.
NEW BOSTON – Transit Mobility Coord./HSTP Planning.
OAK GROVE – E9-1-1 Coord.
ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Fact Sheet/Community Profile Development.
PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; TAP Funding Coord.; Riverfront Council.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning.
RAPIDS CITY – RICWMA Staffing; Riverfront Council.
RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; Trails Coord.; Website Support.
ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purch.; MUNICES Coord.; QCICNet; Riverfront Cnd.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; PICH-Safe Routes to Schools Planning; Trails Coordination & Counts Collection; MPO Trans. Coord.
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; Haz. Mit. Planning Coord.; QC Health Initiative, Safe Routes to Schools Planning; Highway Safety Planning; MPO Trans. Coord. & Model Data; Graphics Asst. – Sheriff Dept. Business Cards; Enterprise Zone App.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cnd.; Scott Co. Kids Community Plan; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Local Food Systems Coord.; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning; Interop. Project; QC Health Initiative Safe Routes to Schools Planning; Countywide IT Services/Equipment Coord.
SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support.
SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; QCICNet; RICWMA Stfg.; RMS Coord.; Trails Plan.; TAP Funding Coord.; RLF Loan Admin.
VIOLA – Transit Mobility/HSTP Planning.
WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; Trail Coord.
WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; Trails Plan/ADT Coord. Solid Waste Coord & SWAP Grant.; Musc. Co. Haz Mit Plan; MMRLF; Comprehensive Plan Proposal.
WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; Solid Waste Coord.; MMRLF.
WINDSOR – Transit Mobility/HSTP Planning; CDAP Grant Application Asst. & Mapping.
WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – July

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. Monitored scheduling for Enterprise Zone application, December 2016. 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. Hosted APA bike/pedestrian webinar for members.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 7 data and map requests in June 2016 including 5 from local governments, 1 from a business, and 1 from a private citizen. The data section of the Bi-State website had 37 page views. The data warehouse site (www.greaterqcregion.org) had 352 visits and 491 page views. Staff compiled cost of living data for the C2ER ACCRA survey.

Graphics/GIS/Mapping: Be Healthy QC (PICH) Grant – QCTrails.org Website; Metrolink Service Area Map for Project Now (HSTP); QC Street Map (Folded & Wall Versions) Distribution; QC Urban Travel Model Data and GIS Assistance; Region 9 & Urban Transportation Improvement Program (TIP) Mapping; 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 July 2016 was 1,584 and top pages viewed included: Home Page (497); Joint Purchasing Council and bid tabulation (65); Search (63); Our Staff (62); Who We Are (42); Average Daily Traffic Counts (38); Contact Us (37); QC Metro Area Long Range Transportation Plan (31); and RLF (Revolving Loan Fund) Programs (30).

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, including drop-off recycling program RFP process; 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. Held area Recreation Directors meeting. Attended River Action & RiverVision meetings. Organized and held 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: food service supplies, copier/plotter paper, calendars, printer and utility supplies. Staffed Quad Cities Area intergovernmental forums and meetings of area recreation directors, managers, 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 agenda, minutes, and financial summary report. Provided information to potential applicants. Reviewed applications from Bettendorf, Davenport, and Scott County businesses. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. 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. Held Iowa interdisciplinary traffic safety meeting, and monitoring I-80/I-74 incident management planning. 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. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings, as well as other trails and bike-sharing 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 random testing program. Monitored MPO and Iowa Region 9 FY17 Transportation Planning Work Programs. Monitored MPO & Region 9 FFY16-19 Transportation Improvement Programs (TIP) including facilitating TIP revisions and maintenance of data entry in Iowa TPMS as part of transportation improvement programming. Finalized MPO & Region 9 FY2017-2020 TIP documents. Administered IAQC and Illinois Region 2 transit coordinator positions. Worked on Congestion Management Process update and travel model documentation. Continued efforts to implement FTA 5339 grant process. Monitored status of implementation of passenger rail service to Chicago. Attended modeler users group meetings. Participated in webinars, workshops, and conferences on various transportation topics.

August 2016 Project Update
Status as of Thursday August 18, 2016

Asphalt Street Resurfacing:

Street Name	From:	To:	Status
E. 9th	Mulberry	Cedar	Milled & Paved
Burnside Drive	Mulberry	Corner	Milled, Pave 8/19/16
Burnside Drive	Corner	Dead End	Milled, Pave 8/19/16
George Street	Green Street	Dead End	Milled, pave next week
Logan Street	Pinefield	Dillaway	Milled, pave next week
Logan Street	Dillaway	82' S. of Fulliam	Milled, pave next week
Hill Avenue	McKinley	Jefferson	Milled, pave next week
James Street	Lucas	Allen	Milled, pave next week
Dick Drake Way	Steward Road	Start of Concrete	Milled & Paved
Weed Park	Maintenance Driveway		TBD
Lombard Street	E. 2 nd Street	Dead End	TBD
Brook Street	E. 2 nd Street	Dead End	TBD

Musser/ Wiggins Trail:

- Working on bid documents and final estimates
- Bid letting late fall 2016

Cleveland Street Reconstruction:

- Working on bid documents and final estimates
- Bid letting late fall 2016

Sidewalk Program:

- Working on bid documents and final estimates
- Bid letting early September 2016