

City Administrator Report to Mayor & City Council

January 20, Edition No. 253

WEEKLY UPDATE:

- Budget: Reminder - a brief overview of the budget and general fund will be presented Thursday, January 26th at 5:30PM. The first full budget session will begin Saturday, January 28th at 8am in the Lower Level Conference Room.
- Bi-State: Mercer Muscatine Revolving Loan Fund - Attached please find the December 2016 MMRLF Summary Report. You will see there are funds available to loan in the amount of \$266,361 with the interest rate around 2.81%! All loans are current and in good standing. Please think about this program when you are working with business projects in need of gap financing. Donna Moritz, Administrative & Financial Services Director, Bi-State Regional Commission.
- Projects: Attached is a copy of the In-Depth Powerpoint prepared by City Engineer Jim Edgmond. Also attached is a bid comparison that gives you an idea of how recent projects have turned out - engineer's estimate versus bid.
- Chinese New Year Concert: Please see the attached invitation.
- Water Resource Recovery Facility: Please see the attached copy of the powerpoint presentation presented last night on Muscatine's High Strength Waste Project by John Koch and Jay Brady.
- Bi-State: Attached is the January 2017 Commission Packet. If you are on the Commission board, please respond to this e-mail account indicating if you will be attending the Commission meeting scheduled for Wednesday, January 25, 2017. Thank you. Sarah Grabowski, Desktop Publisher, Bi-State Regional Commission



ACTION NEEDED
(yellow)

INFORMATIONAL
(white)

Scott County Administrative Center

Davenport, IA

- NEXT MEETING: Wednesday, February 22, 2017 – 3:30 p.m.**

Scott County Administrative Center
600 West Fourth Street
Davenport, IA

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

Wednesday, December 21, 2016, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Thodos – Chair, Austin, Broderson, Brown, Callaway-Thompson, Carroll-Duda, Earnhardt, Gradert, Holst, Howard, Lawrence, O’Boyle, Raes, Schloemer, Sherwin, Sorensen, Stoermer, Sunderbruch, Tank, Terry, Waldron

MEMBERS ABSENT: Conrad, Gallagher, Gordon, Heninger, Kiser, Klipsch, Looney, Maranda, Moore, Newton-Butt, Pauley, Washburn

OTHERS PRESENT: Colonel Kenneth Tauke, Rock Island Arsenal Commander; Kathy Miller and Wendy Holladay, Rock Island Arsenal; Sarah Bohnsack, Bohnsack & Frommelt

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

Chair Thodos called the meeting to order at 3:34 p.m. and began with introductions of those present.

1. **Approval of the November 16, 2016 Minutes.** Mr. Austin moved to approve the minutes of the November 16, 2016 meeting as presented. Ms. Earnhardt seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Mayor O’Boyle presented the Treasurer’s Report for the month ending November 30, 2016, noting an ending total bank and book balance of \$759,150.95. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Stoermer seconded the motion, and it passed unanimously.
3. **Finance and Personnel Committee.**
 - a. **Bills.** Mr. Austin presented the bills totaling \$360,970.43, as listed on the following bills listing:

Bills List

Bridges Catering, catering for Bi-State’s 50th Anniversary	\$ 4,286.40
Hurt, Norton & Associates, November 2016 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	9,750.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer, November 2016 Services (cost reimbursed by MUNICES)	2,135.00

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to Iowa Intergov meeting (cost reimbursed by participants); QCIC meeting; Chief Elected and Chief Administrative Officials meeting (cost reimbursed by participants); Iowa Association of Regional Councils meeting; American Planning Association Webinar Series; Easy Projects annual subscription; 1 staff attending the GIS Introduction seminar; Multi-user DataNet Subscription Plan renewal; Quad City Riverfront Council meeting (cost reimbursed by participants); office supplies	2,343.56
InfoGroup, USAGov US Businesses database license agreement December 14, 2016 thru December 13, 2017	2,100.00
Mel Foster Co., Inc., annual premium for renewals of Business Owner's Package, Crime Policy, Umbrella Policy, Auto Policy, Worker's Comp Policy, and Public Officials Policy	15,181.10
Brandon Melton, tuition reimbursement	2,390.51
NADO (National Association of Development), membership renewal	2,000.00
RCMS Users Group, 2016 RCMS dues	3,500.00
Rock Island County Treasurer	5,803.86
01/2017 Rent	\$4,618.38
01/2017 Internet Access	88.00
11/2016 Postage	615.96
11/2016 Printing	20.81
11/2016 Supplies	335.47
11/2016 Cell Phone	125.24*
*(Partial costs reimbursed by HCEDP)	
TH Enterprises, Inc., RCMS Software Agreement for the period January 1, 2017 through December 31, 2017	6,480.00

Disbursement of funds for the following Bi-State Revolving Loan Fund Loan:
divvyMed LLC 305,000.00

Mr. Austin moved approval of the bills totaling \$360,970.43 as presented above. Mr. Stoermer seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2016-17 Program Budget as of November 30, 2016.
Mr. Austin explained the Program Budget Status Report was mailed in members' packets. The Commission is 42% through the fiscal year with 36.5% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contract for consideration.
 - Contract with Far Reach, Inc. for updates to the data warehouse website up to \$40,000 for the period January 1, 2017 through June 30, 2017.

Mr. Stoermer moved approval of the contract as presented above. Mr. Sunderbruch seconded the motion, and it passed unanimously.

- d. Consideration of Recommendation to Accept the Financial and Compliance Report for the Year Ended June 30, 2016. Mr. Austin stated the Finance and Personnel Committee received a detailed audit presentation and are recommending approval of the audit report. He reported that Bohnsack and Frommelt stated that Bi-State complied with all laws, regulations, contracts, and grants. The Commission once again received the highest audit opinion, an unmodified opinion "Clean Audit" with no findings or questioned costs.

Mr. Austin made a motion to accept the Financial and Compliance Report for the year ended June 30, 2016. Mr. Schloemer seconded the motion, and it passed unanimously.

- e. Consideration to Renew the Executive Director's Annual Employment Agreement. Mr. Austin reported evaluation forms were sent to Commissioners and member government officials, with Ms. Bulat receiving high marks by those who responded. Mr. Austin stated the Finance and Personnel Committee recommended the Executive Director's employment contract be renewed for the year November 1, 2016 – November 1, 2017, with a 1.0% merit increase, along with any budgeted wage adjustment received by all staff across the board.

Mr. Austin made a motion to renew the Executive Director's annual employment agreement with a 1.0% merit increase in addition to any budgeted wage adjustment received by all staff across the board. Mr. Howard seconded the motion, and it passed unanimously.

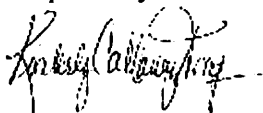
4. Rock Island Arsenal Update. Colonel Tauke spoke to the Commission on the current state of the Rock Island Arsenal (RIA) and presented his vision for the future of the installation. The campaign plan goes out 30 years into 2040, and focus areas include integrating the RIA with the larger Quad Cities community; adapting to a 21st century workforce, improving the quality of life, transforming the functionality of the installation, and focusing on infrastructure and sustainability. Each of these focus areas has a champion assigned to lead the effort.

Colonel Tauke said that RIA is the historical and geographic center of the Quad Cities and should be promoted to the community and the rest of the nation as such. He advocates partnerships with academia on training opportunities as well as cultivation of future workers. He would like to see expanded school and medical partnerships as well as upgraded housing on the installation.

Additionally, RIA should be transformed to provide space for more manufacturing operations and collaboration with private companies. Quarters One would be developed into a shared asset with the community. Transforming RIA would involve maintaining and improving the infrastructure including the hydroelectric dam and utilities. Sustainability of the installation would demonstrate the Rock Island Arsenal's importance and viability to the community and the nation.

5. Questions or Comments by Commissioners. There were no additional questions or comments by Commissioners.
6. Other Business. Chair Thodos presented a certificate of appreciation to Mr. Sunderbruch for his 15 years of service to the Commission.
7. Adjournment. The meeting adjourned at 4:29 p.m.

Respectfully submitted,



Kimberly Callaway-Thompson
Secretary

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

	<u>Balance December 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance December 31</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – December 1, 2016	\$ 624,301.43			
Add Deposits		\$ 219,358.76		
Less Transfers			\$ 265,497.28	
Balance – December 31, 2016				\$ 578,162.91
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – December 1, 2016	\$ 1,175.23			
Add Deposits		\$ 0.14		
Less Transfers			\$ 0.00	
Balance – December 31, 2016				\$ 1,175.37
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – December 1, 2016	\$ 31,372.07			
Add Deposits		\$ 158,949.27		
Less Checks Written			\$ 158,299.81	
Balance – December 31, 2016				\$ 32,021.53
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – December 1, 2016	\$ 2,302.22			
Add Deposits		\$ 106,534.81		
Less Checks Written			\$ 106,641.33	
Balance – December 31, 2016				\$ 2,195.70
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – December 1, 2016	<u>\$ 100,000.00</u>			
State Bank of Orion 6/25/16 – 12/25/16 (.20%)				
Add Investments Made		<u>\$ 100,000.00</u>		
State Bank of Orion 12/25/16 – 6/25/17 (.20%)				
Less Investments Matured			<u>\$ 100,000.00</u>	
State Bank of Orion 6/25/16 – 12/25/16 (.20%)				
Balance – December 31, 2016				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – December 1, 2016	<u>\$ 759,150.95</u>			
Deposits in December		<u>\$ 584,842.98</u>		
Withdrawals in December			<u>\$ 630,438.42</u>	
Balance – December 31, 2016				<u>\$ 713,555.51</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – December 1, 2016	<u>\$1,161,982.28</u>			
Add Deposits		<u>\$ 40,765.11</u>		
Less Withdrawals			<u>\$ 94,136.79</u>	
Balance – December 31, 2016				<u>\$1,108,610.60</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – December 1, 2016	<u>\$ 168,747.59</u>			
Add Deposits		<u>\$ 103,949.35</u>		
Less Withdrawals			<u>\$ 25.00</u>	
Balance – December 31, 2016				<u>\$ 272,671.94</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE JANUARY 25, 2017
BI-STATE REGIONAL COMMISSION MEETING**

Bohnsack & Frommelt LLP, final billing for year-end audit for June 30, 2016	\$ 4,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer, December 2016 services (cost reimbursed by MUNICES)	<u>3,045.00</u>
TOTAL	<u>\$ 7,045.00</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 2016-17 Program Budget Status Report
Through Month of December – 50% of Year**

ADOPTED BUDGET:	\$2,073,608.00	EXPLANATION:
EXPENDED THROUGH DECEMBER:	\$905,825.70 (43.7%)	
STAFF LEVEL BUDGETED:	25.00 F.T.E.	
STAFF LEVEL STAFF LEVEL MAINTAINED:	21.50 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING DECEMBER:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Economic Development Plan; 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 Administration; 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. STBG/TASA Funding Request.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Website Support.
BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord. STBG/TASA Funding Request; Trail Planning Coordination; IDPH Nutrition Grant.
CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning; Grants Inquiry.
CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord. STBG/TASA Funding Request; Trail Planning & GRT Coord.; Grant Inquiry.
COAL VALLEY – Joint Purchasing; MPO Trans. Coord. STBG/TASA Funding Request; MUNICES Coord.; RICWMA Staffing; Floodplain; Business Dev. Brochure.
COLONA – Joint Purchasing; Floodplain; MPO Coord. STBG/TASA Funding Request.
CORDOVA – RICWMA Staffing; Riverfront Council; Website Support.
DAVENPORT – Air Quality Asst.; IAQC Transit Planner Coord.; Trans. Planning; FTA 5339 Grant Admin.; Joint Purchasing; QCICNet; Riverfront Cncl.; RLF Loan Admin.; Scott Co. Housing Cncl.; Solid Waste Coord.; Dav. Schools Haz. Mit. Plan; Trails Planning; PICH-Safe Routes to Schools Planning; MPO Trans. Coord. STBG/TASA Funding Req.; Complete Streets Coord.
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. STBG/TASA Funding Request; Trail Planning & GRT Coord.; Zoning Ordinance; Parcel Mapping Asst.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning & Grant Application Status; MPO Trans. Coord. STBG/TASA Funding Request.
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 Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan./Coord.; Legislative Priorities Asst.; MPO Trans. Coord.; STBG/TASA Funding Req.; Data Asst.
HILLSDALE – Transit Mobility/HSTP Planning.
KEWANEE – Transit Mobility/HSTP Planning; Comprehensive Plan Mapping Inquiry.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord. STBG/TASA Funding Request; Trails Planning; Comprehensive Plan & Zoning/Subdivision Ordinances; Traffic Count Analysis.
LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Survey Assistance.
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. STBG/TASA Funding Request; US67 Development Access; 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 Cncl.; RLF Adm.; RMS Coord.; Trails Coord.; MPO Trans. Coord. STBG/TASA Funding Request; PICH-Safe Routes to Schools Planning; Interop. Proj.; Parking Study.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; MMRLF Coord.; Solid Waste Coord. & SWAP Form E; Trails Planning/ADT Coord.; Trails Use Count Collection; Riverfront Planning; Port Planning Coord.
MUSCATINE COUNTY – Air Quality Asst.; Joint Purch.; Reg. 9 Coord. & Port Study Status; Trails Plan./ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Plan. Mtg.
NEW BOSTON – Transit Mobility Coord./HSTP Planning.
OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.
ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Fact Sheet/Community Profile Development.
PORT BYRON – RICWMA Staffing; MPO Trans. Coord. STBG/TASA Funding Request; Riverfront Council.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning.
RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord. STBG/TASA Funding Request.
RIVERDALE – Riverfront Council; MPO Trans. Coord. STBG/TASA Funding Request; 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 Cncl.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; PICH-Safe Routes to Schools Planning; Trails Coordination; 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, PICH-Safe Routes to Schools Planning; Highway Safety Planning; MPO Trans. Coord. STBG/TASA Funding Request; Enterprise Zone App.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord. STBG/TASA Funding Request; RLF Admin.; Local Food Systems Coord.; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning; Interop. Project; QC Health Initiative; PICH- Safe Routes to Schools Planning; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC & Co EPC Meetings.
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.; MPO Trans. Coord. STBG/TASA Funding Request; Trails Planning & GRT Coord.; RLF Loan Admin.
VIOLA – Transit Mobility/HSTP Planning; Police Equip. Research; Cemetery Map Inquiry.
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.; Musc. Co. Haz Mit Plan; MMRLF.
WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; TAP Clarification; Solid Waste Coord.; MMRLF; Liaison.
WINDSOR – Transit Mobility/HSTP Planning.
WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning; Liaison.

Bi-State Report – December

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. Enterprise Zone application delivered and electronic files transmitted. 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. Held American Planning Association webinar training.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 11 data and map requests in December 2016 including 4 from local governments, 1 from a business, 1 from a private citizen, and 5 from non-profits. The data section of the Bi-State website had 27 page views. Staff began planning for update of the data warehouse site (www.greaterqcregion.org), which had 233 visits and 488 page views. Staff continued to prepare data for the Illinois Quad Cities Enterprise Zone Application, East Moline Zoning Ordinance, Henry County's Economic Development Report, and LeClaire Zoning Ordinance.

Graphics/GIS/Mapping: Be Healthy QC (BHQC) – QC Trails.org Website and Safe Routes to Schools Mapping; QC Chamber Mapping; QC Street Map (Folded & Wall Versions) Distribution; QC Metro Area Travel Model Documentation/Data/GIS; 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.

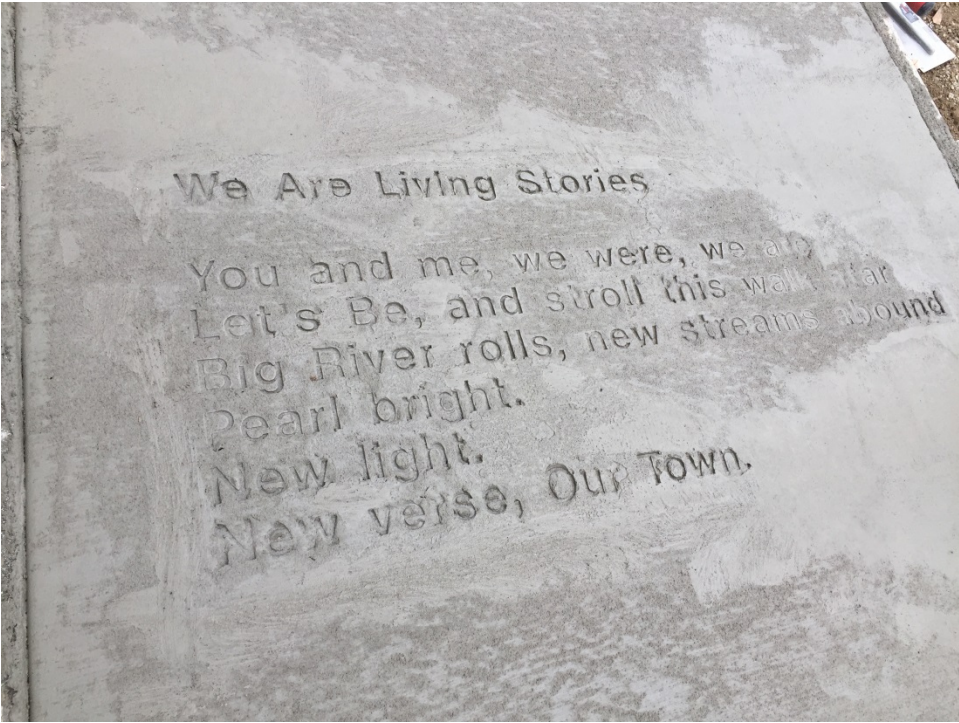
www.bistateonline.org: Total pages viewed for December 2016 was 2,069 and top pages viewed included: Home Page (502); Joint Purchasing Council and Bid Tabulations (183); Search (106); Our Staff (74); Documents (71); Quad Cities Metro Long Range Transportation Plan (45); Quad Cities MPO Home Page (39); and Careers (36).

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 contract implementation; reporting; and overall agency administration. XStream Clean-up and Earth Coalition planning meetings. 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. 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: street signs and posts, food services supplies, janitorial and can liners, and water treatment and turf chemicals and seed. Staffed Quad Cities Area intergovernmental forums and meetings of managers, administrators, and chief elected officials. Continued coordination and planning for the awarded Department of Justice interoperability grant. Assisted with Rock Island Arsenal issues. Participated in QC Emergency Planning Committee meeting.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting notice, minutes, and financial summary report. Provided information to potential applicants. Continued receiving job creation information from active companies. Sent Moline company loan application to board. 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. Held annual bridge restrictions coordination meeting and set transit/I-74 bridge 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. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings, as well as other trails 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 Federal Fiscal Year (FFY) 2017-20 Transportation Improvement Programs (TIP) including facilitating TIP revisions and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Prepared MPO STBG and TASA funding solicitations. Administered (Iowa Quad Cities) (IAQC) and Illinois Region 2 transit coordinator positions. Published Congestion Management Process update and travel model documentation. Continued efforts to implement Federal Transit Administration (FTA) 5339 grant process. Monitored status of implementation of passenger rail service to Chicago. Reviewed transit asset management requirements. Participated in webinars, workshops, and conferences on various transportation topics related to sustainable tourism, walking, and bicycles.



We Are Living Stories

You and me, we were, we are
Let's Be, and stroll this walk far
Big River rolls, new streams abound
Pearl bright.
New light.
New verse, Our Town.

PUBLIC PROJECTS

1/19/2017

OVERVIEW

PUBLIC PROJECT	PRIVATE PROJECT
RULES TO PROTECT PUBLIC MONEY & GUARD AGAINST IT BEING USED THE WRONG WAY. ie Buy American Act. CITY PROCUREMENT CODE. ACCOUNTABLE TO CITY COUNCIL & PUBLIC CANNOT TAKE RISKS	CORP. PROCUREMENT RULES. CAN BEND THE RULES ACCOUNTABLE TO ONLY THE CORP. DECIDE WHAT LEVEL OF RISK TO ASSUME
STAFF'S JOB IS INSURE THE RULES ARE FOLLOWED. EXAMPLE TRAIL RR XING CHANGE OR MAKE NEW RULES = TIME	STAFF'S JOB IS TO MAKE PROCESS MORE EFFICIENT TO SAVE MONEY & TIME FLEXIBLE ON REDEFINING RULES
IF THE CITY MAKES A MISTAKE THEY WASTE PUBLIC MONEY. EVEN POSSIBLY LOOSE FED. OR STATE FUNDING.	IF YOU MAKE A MISTAKE, YOU WASTE YOUR OWN MONEY. PART OF THE RISK ASSESSMENT
THERE TO SERVE ALL THE PUBLIC'S NEEDS AND MEET ALL REQUIREMENTS. CANNOT BETRAY THE PUBLIC TRUST	THERE TO SERVE PRIVATE INTERESTS AND NEEDS, ONLY.
NO GOOD METHODS TO ACCELERATE CONSTRUCTION TO A DEADLINE.	CAN AUTHORIZE OVERTIME, EXTRA WORKERS IF JUSTIFIED, COST, TIME SAVINGS

PUBLIC CONTRASTED WITH PRIVATE PROJECTS

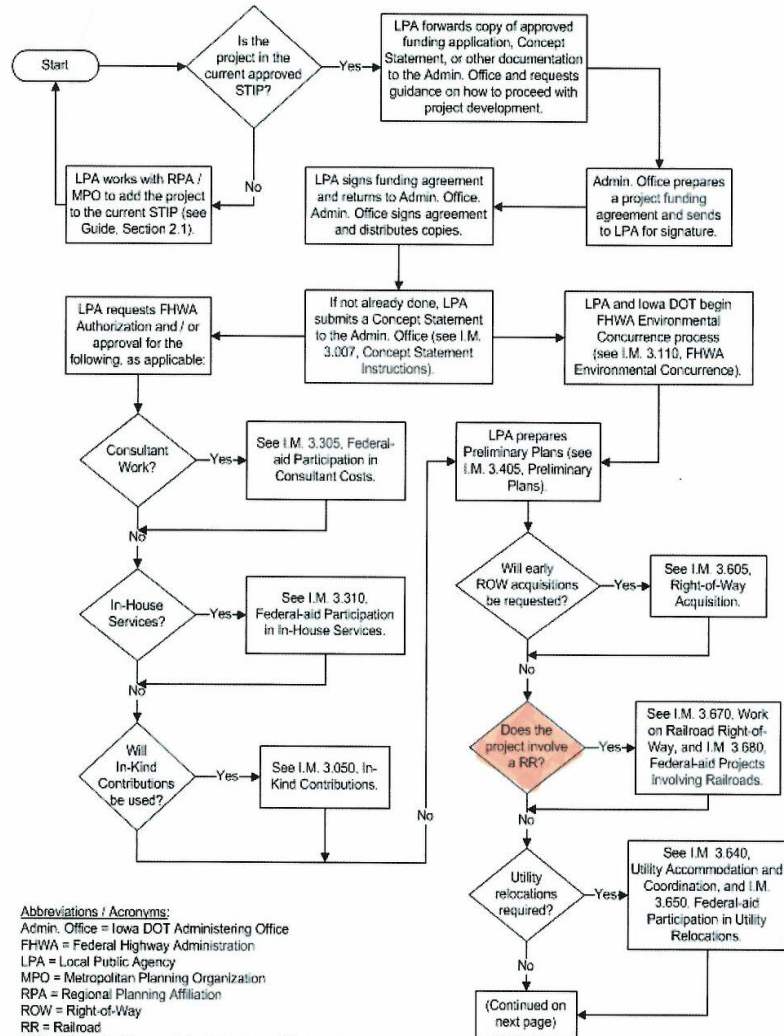
PUBLIC PROJECT W/ STATE AND OR FED. \$	PUBLIC PROJECT WITH JUST CITY \$
COMPLICATED AND LONG PROCESS. AVG. TIME FOR A PROJ. 7 YEARS OPPORTUNITIES TO LOOSE THE FED \$	MUCH SHORTER TIMELINE 2 YEARS AVERAGE TIME ONCE BUDGETED, MONEY WILL BE THERE... UNBUDGETED, URGENT EXPENSES
IOWADOT FLOW CHART	STEPS TO PROJECT COMPLETION
EXAMPLES:	EXAMPLES:
MULBERRY, 4 YEARS. SEVERAL STEPS DONE BY STAFF TO SAVE TIME AND MONEY. ROW ACQUISITION, CONSTRUCTION MANAGEMENT. ENVIRO. WORK WAS SIMPLE, approx. 7 months.	DIANA QUEEN DRIVE. 1.5 YEARS.
MISS. DRIVE , 8 YEARS TO DO THE ENVIRO. AND WE ARE STILL WORKING WITH IT.	FOREST PARKWAY. APPROXIMATELY 2 YEARS.

PUBLIC W/ FED. MONEY CONTRASTED WITH PUBLIC PROJECTS W/O FED MONEY.

PUBLIC PROJECT W/ STATE AND OR FED. \$ DEADLINES-CONTRACT COMPLETION	PUBLIC PROJECT WITH JUST CITY \$ DEADLINES-CONTRACT COMPLETION
IOWA DOT MANDATES WORKING DAY CONTRACTS. WE CAN HAVE SO MANY WORKING DAYS AND A REQUIREMENT, IT BE DONE BY A CERTAIN DATE, (INTERMEDIATE)	IN THE PAST WE HAVE USED CALENDAR DATE DEADLINES W/ LIQUIDATED DAMAGES
ONCE WORKING DAYS ARE GONE, LIQUIDATED DAMAGES ASSESSED	WITH MISSISSIPPI DRIVE WE ARE GOING WITH WORKING DAYS, WITH INTERIM DEADLINES ALSO SPECIFIED.
EXTRA WORK= ADDITIONAL DAYS	EXTRA WORK= ???

**PUBLIC W/ FED. MONEY CONTRASTED WITH PUBLIC
PROJECTS W/O FED MONEY: DEADLINES/COMPLETION**

Appendix A – Project Development Flow Chart



Abbreviations / Acronyms:

Admin. Office = Iowa DOT Administering Office

FHWA = Federal Highway Administration

LPA = Local Public Agency

MPO = Metropolitan Planning Organization

RPA = Regional Planning Affiliation

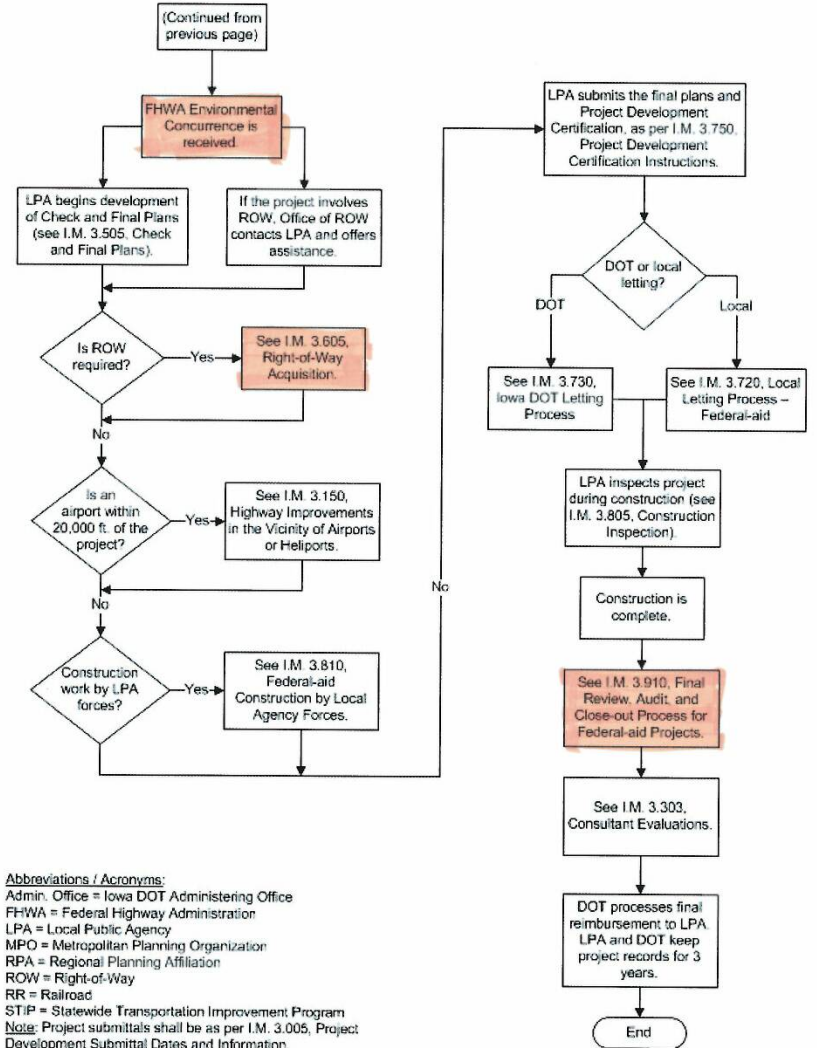
ROW = Right-of-Way

RR = Railroad

STIP = Statewide Transportation Improvement Program

Note: Project submittals shall be as per I.M. 3.005, Project Development Submittal Dates and Information.

Appendix A – Project Development Flow Chart (continued)



Abbreviations / Acronyms:

Admin. Office = Iowa DOT Administering Office

FHWA = Federal Highway Administration

LPA = Local Public Agency

MPO = Metropolitan Planning Organization

RPA = Regional Planning Affiliation

ROW = Right-of-Way

RR = Railroad

STIP = Statewide Transportation Improvement Program

Note: Project submittals shall be as per I.M. 3.005, Project Development Submittal Dates and Information.

STEPS TO A PUBLIC PROJECT WITH FEDERAL FUNDS

1. HIRE CONSULTANT TO DO PRELIM DESIGN AND COST ESTIMATE.
2. USE COST EST. TO PUT IN THE BUDGET REQUEST TO DO THE PROJECT NEXT FISCAL YEAR.
3. PUBLIC INFORMATION/LISTENING MEETINGS
4. IF APPROVED IN BUDGET, DO FINAL DESIGN, BIDDING AND CONSTRUCTION IN THAT FISCAL YEAR.
5. EVALUATE ALL OTHER FACTORS CONCERNS:
 - USACE, LEVEE'S, FLOOD PLAIN PERMITS
 - IS RR INVOLVED ?
 - WHAT UTILITIES ARE INVOLVED?
 - MPW. REQUIRES SPECIFIC ATTENTION AND ADDED STEPS TO COORDINATE. ALSO UNANTICIPATED BUDGET IMPACTS.

5. SELECT CONTRACTOR THROUGH COMPETITIVE BIDDING PROCESS.
6. HAVE PUBLIC HEARING AND APPROVAL OF PLANS AND SPECS BY THE COUNCIL.
7. RR ?, ROW?, ENVIRONMENTAL CONCERNS?
8. CONSTRUCTION
9. CLOSE OUT AND FINAL PAYMENT.



SO WHERE DO WE GO FROM HERE? FIRST DON'T PANIC !

EXAMPLES OF EFFICIENCIES THAT HAVE OCCURRED RECENTLY:

SEWER SEPARATION BORROW AREA. OVER NEXT 12 YEARS OR SO WILL SAVE MILLIONS OF DOLLARS FOR MUSCATINE. COST APPROXIMATELY \$200,000.00

MULBERRY BORROW/WASTE SITE. COST 0\$. SAVINGS ESTIMATED AT \$50,000 TO \$75,000.

RECYCLING OF CONCRETE AND ASPHALT TO AGGREGATE ON OTHER PUBLIC PROJECTS. EVERY TON WE MAKE SAVES US AT LEAST \$7.00. WE SAVED APPROXIMATELY \$60,000.00 DOLLARS ON JUST MULBERRY AVE. PROJECT WITH THIS APPROACH.

EXAMPLES OF EFFICIENCIES THAT HAVE OCCURRED RECENTLY (PAGE 2):

TIME: RECENTLY FOR THE TRAIL PROJECT WE WERE ABLE TO TURN AROUND THE CROSSING AGREEMENT WITH CP RAIL IS LESS THAN 24 HOURS.

INSTEAD OF COMPLETE REPLACEMENT OF STREETS WE ARE NOW LOOKING AT PARTIAL REPLACEMENTS TO FIT BETTER WITH BUDGET CONSTRAINTS NOW THAT THE NEW GAS TAX HAS INCREASED OUR DOLLARS FROM THE GAS TAX.

INSTEAD OF DIGGING UP AND REPLACING SEWERS, WE ON MULBERRY HAD A SECTION OF PIPE LINED WHERE IT WAS NOT UNDER THE NEW PAVEMENT.

IN CONCLUSION:

ONCE THE PROCESS IS KNOWN, THERE CAN BE EVALUATIONS TO SEE WHAT CAN BE DONE FASTER, BETTER, CHEAPER. BUT AS A CITY WE CANNOT COMPROMISE ON PUBLIC TRUST NOR PUBLIC SAFETY AND QUALITY OF LIFE ISSUES.

CANNOT COMPROMISE ON CITY, STATE AND FEDERAL FUNDING REQUIREMENTS.

City of Muscatine
Recent Street and Sidewalk Projects
Engineer's Estimates, Bid Ranges, and Low Bids
1/16/2017

Resolution Number	Project/Engineer	Engineer's Estimate	Bid Range		Bid Awarded	Contractor	Federal Funding
			Low	High			
92039-0512	Harrison Street Extension/ City Engineer (Lutz)	\$ 447,854.75	\$ 510,999.30	\$ 582,458.65	\$ 510,999.30	Heuer Construction	No
92568-1013	Colorado Street Reconstruction/ Shoemaker & Haaland	2,950,000.00	2,849,949.71	3,819,778.85	2,849,949.71	Heuer Construction	Yes
92653-0214	Cedar Street Reconstruction/ City Engineer (Lutz, others)	3,650,414.00	3,501,154.97	4,520,571.20	3,501,154.97	All American Concrete	Yes
92852-0914	Forest Parkway Reconstruction/ City Engineer (Lutz)	173,179.46	163,526.34	246,489.80	163,526.34	Heuer Construction	No
93095-0615	2015 New Sidewalk Program/ City Engineer (Edgmond)	128,878.00	149,762.00	157,452.00	149,762.00	All American Concrete	No
93139-0815	Diana Queen Drive Extension/ City Engineer (Edgmond)	282,028.00	269,361.08	(Only one bid)	269,361.08	Heuer Construction	No
93502-0616	2016 Asphalt Overlay Program/ Public Works Staff	845,791.00 (Budget)	630,803.64	800,300.19	630,803.64	Illowa Investment, Inc.	No
93466-0516	Mulberry Avenue Reconstruction/ Shoemaker & Haaland	2,370,000.00	1,888,269.94	2,668,605.85	1,888,269.94	Langman Construction Company	Yes
93606-1016	2016 New Sidewalk Program/ City Engineer (Edgmond)	100,000.00 (Budget)	141,909.15	174,461.00	141,909.15	Heuer Construction	No
	MEMO ONLY - TOTALS	\$ 10,948,145	\$ 10,105,736	\$ 12,970,118	\$ 10,105,736		

Prepared by: City Finance Department (NL)

Date: 1-16-17



HAPPY
CHINESE
NEW YEAR
欢乐春节

Happy Chinese New Year Concert in Muscatine

a Chinese New Year Celebration featuring Shaanxi Province Song
and Dance Theater National Orchestra

◆ **Wednesday, February 1, 2017 at 7:00 PM**

◆ **501 W. Bypass 61, Muscatine, IA, 52761**

Free Admission
— no ticket required

Consulate General of the
People's Republic of
China in Chicago

CAEG
中国对外文化集团公司
China Arts and Entertainment Group



中國銀行
BANK OF CHINA

MCIC
MUSCATINE CHINESE INDIAN CHINESE



High Strength Waste Project Muscatine Water ~~Pollution Control Plant~~ Resource Recovery Facility

City of Muscatine Council

Jay Brady, P.E., Stanley Consultants

Jon Koch, City of Muscatine

January 19, 2017



Muscatine Area Resource Recovery for Vehicles & Energy

MARRVE puts Muscatine on the path to sustainability

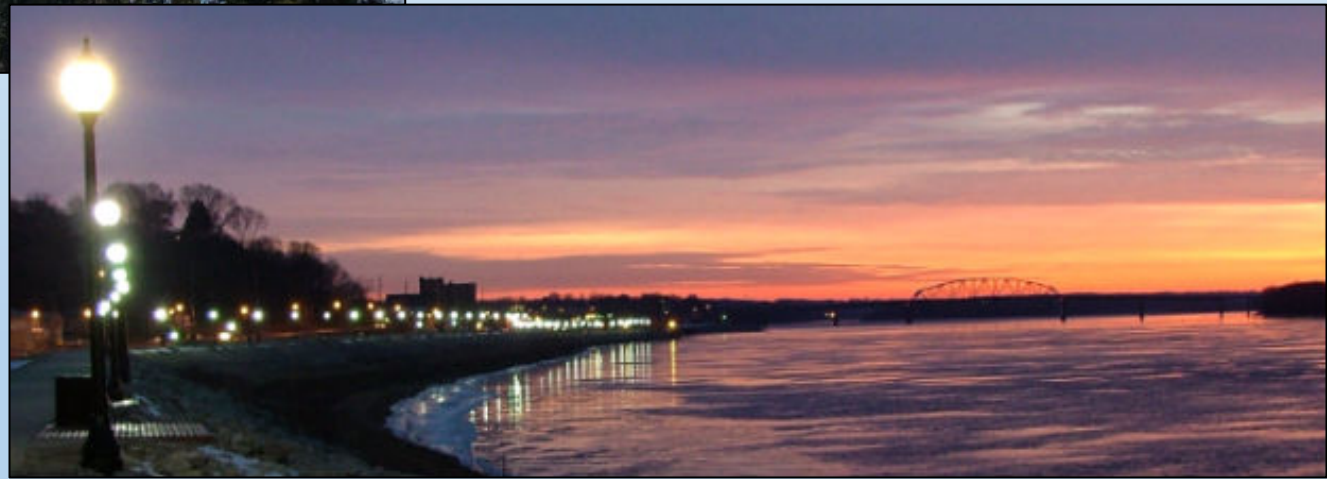














Organics Recovery Is Possible!

- 40% of food produced is not eaten
- 20% of landfill waste is organic and can be recycled
- Resource Recovery Is Needed!
- Revenue and Clean Renewable Energy from Waste



Idea Formulation

Local Organic Wastes + Anaerobic Digestion=
RENEWABLE FUEL FOR VEHICLES

FOG Program + Spare Unused Tanks + Lightly
Loaded Digesters + Continuously flaring unused
Digester Gas = OPPORTUNITY

Waste to Fuel Benefits

- Landfill diversion (up to 20%) saving expensive landfill space
- Lower air emissions
- Provides a needed service to the community/industry (good for industry and the environment)
- Long term potential for recouping capital and developing a sustainable revenue source for wastewater

Waste Types (Feedstocks)

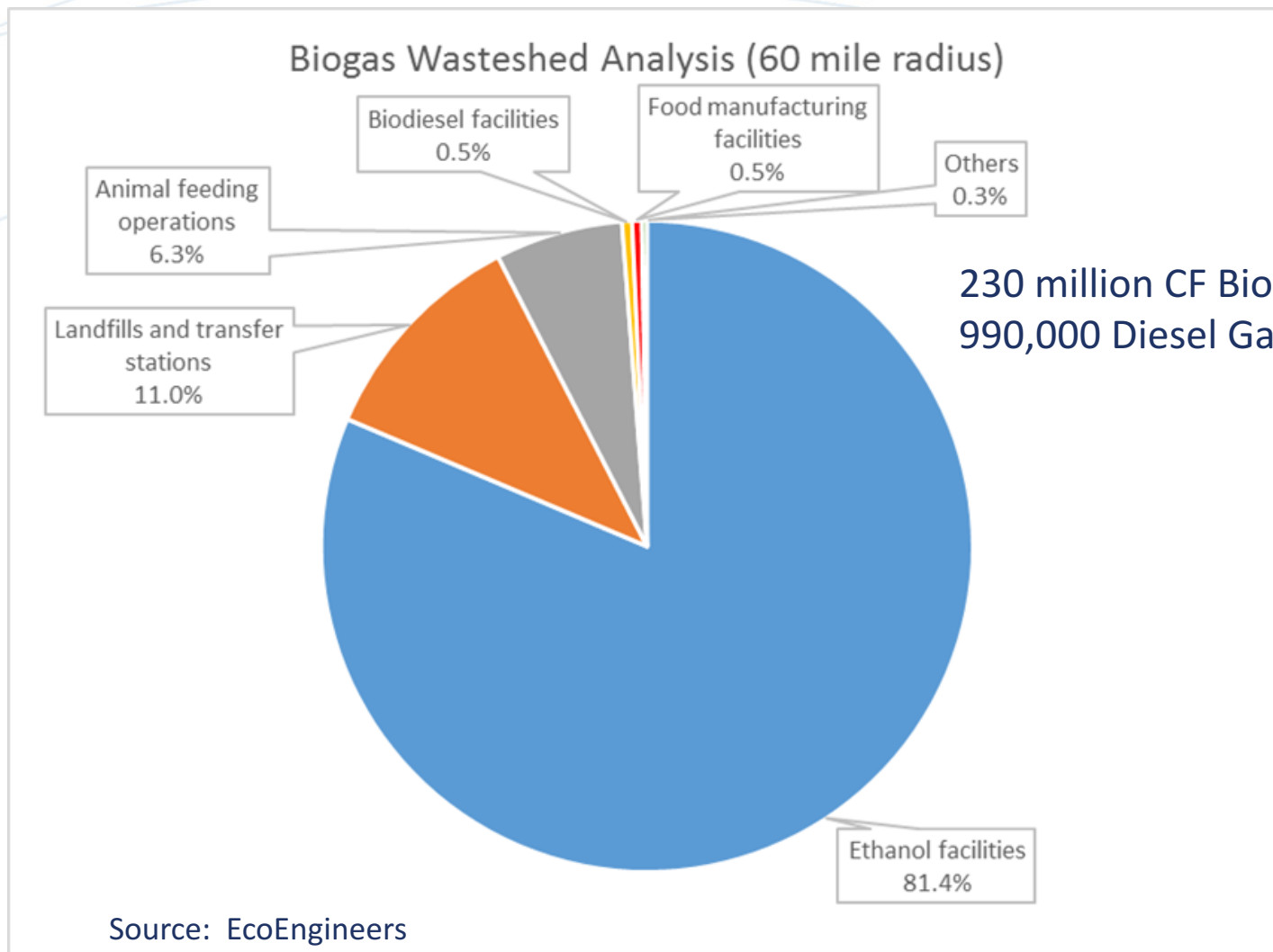
FOG = Fats, Oils, Greases – Restaurants

Liquid Organic Waste = high strength waste – liquid wastes with high organic content – often from food processors

Solid Organic Waste

- ❖ packaged materials – ex. bottled ketchup
- ❖ past prime vegetables from grocer
- ❖ cafeteria waste from schools

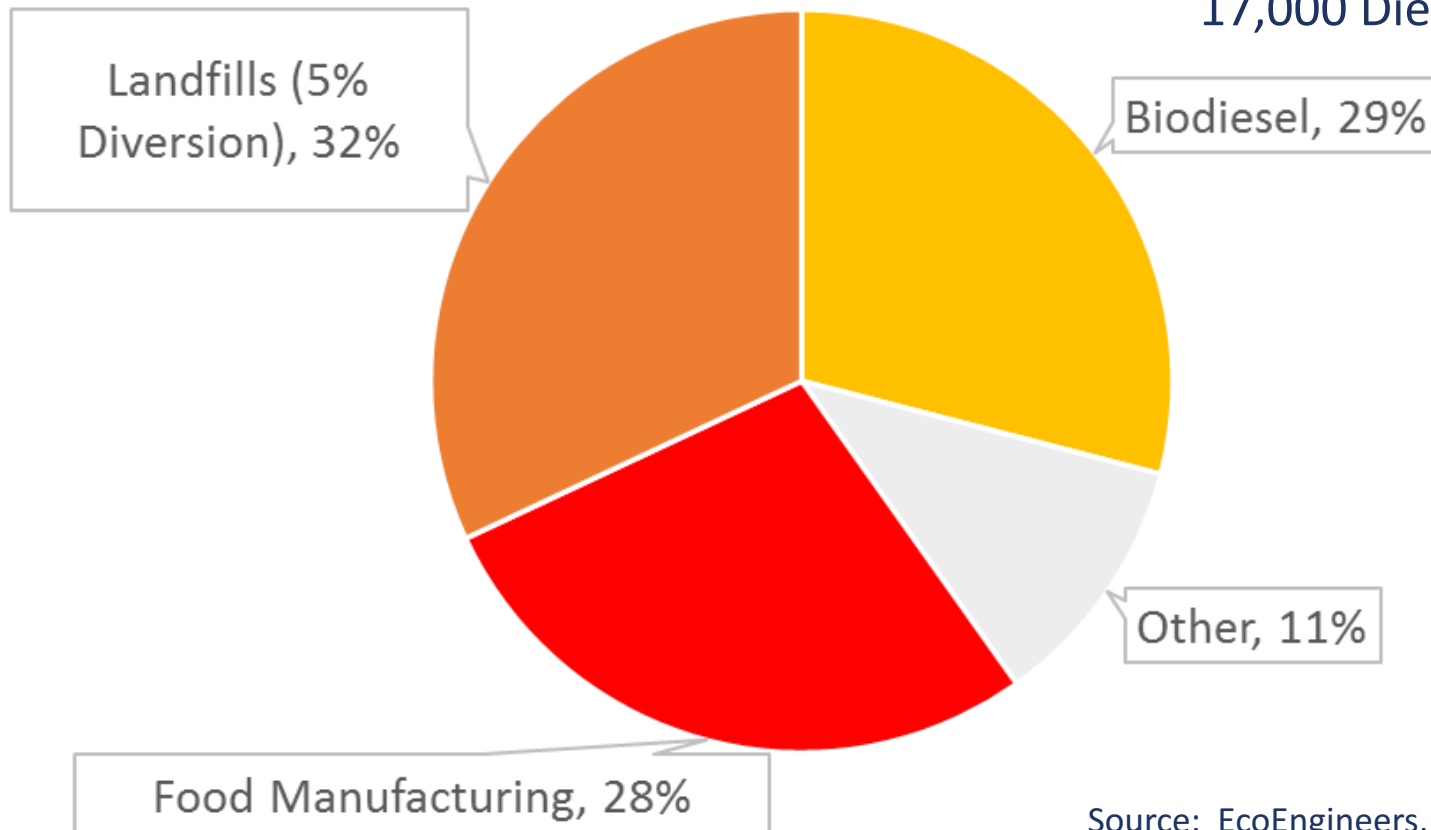
Local Potential



Local Potential

Biogas Wasteshed Subset(60 Mile Radius)

4 million CF Biogas/day
17,000 Diesel Gallons/Day



Source: EcoEngineers, Stanley Consultants

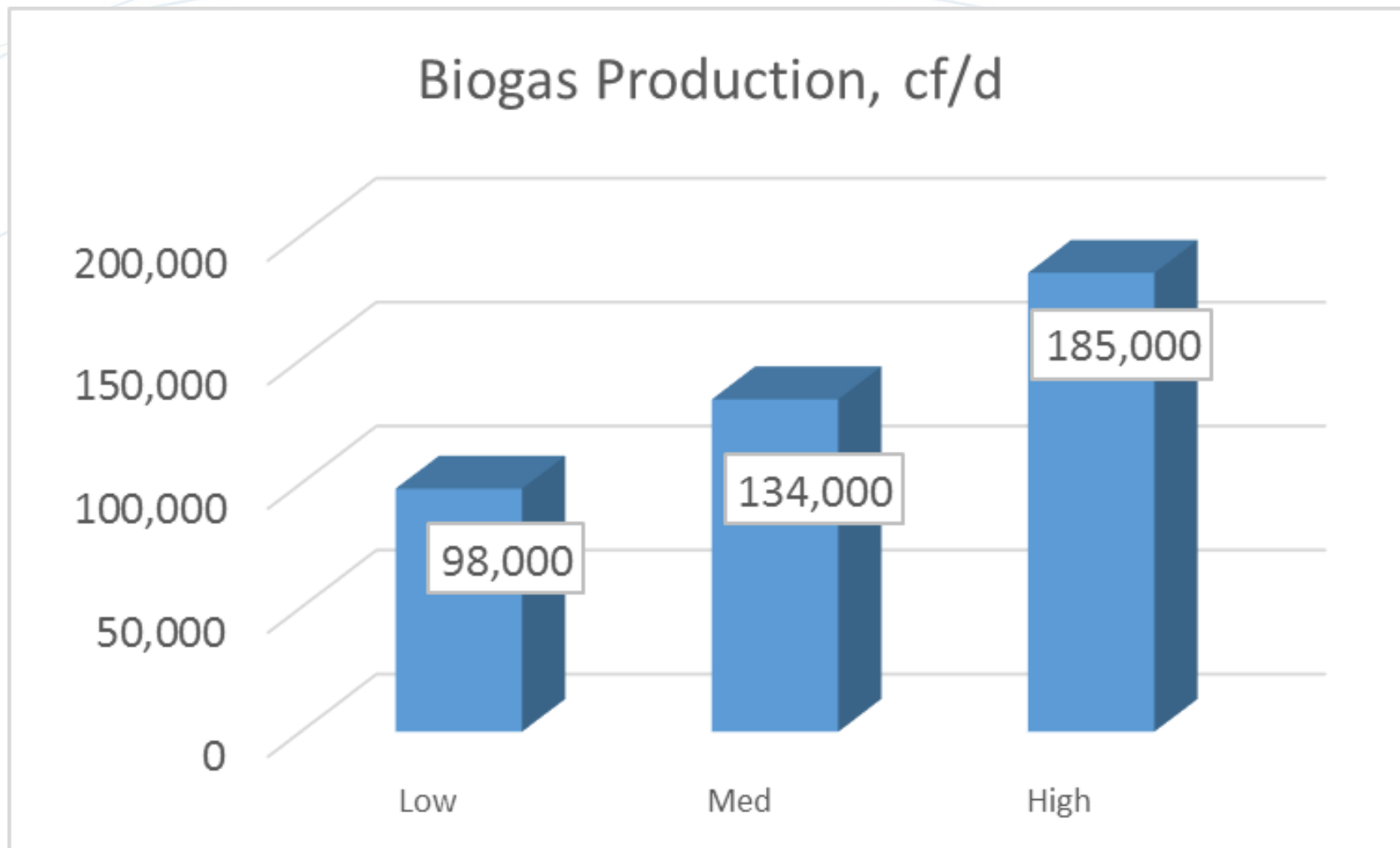
Local Potential

- FOG Haulers
- Local Industries such as Heinz
- Local Businesses such as HyVee
- Regional Industries
- Possible Fuel Purchase Partner (Ruan)

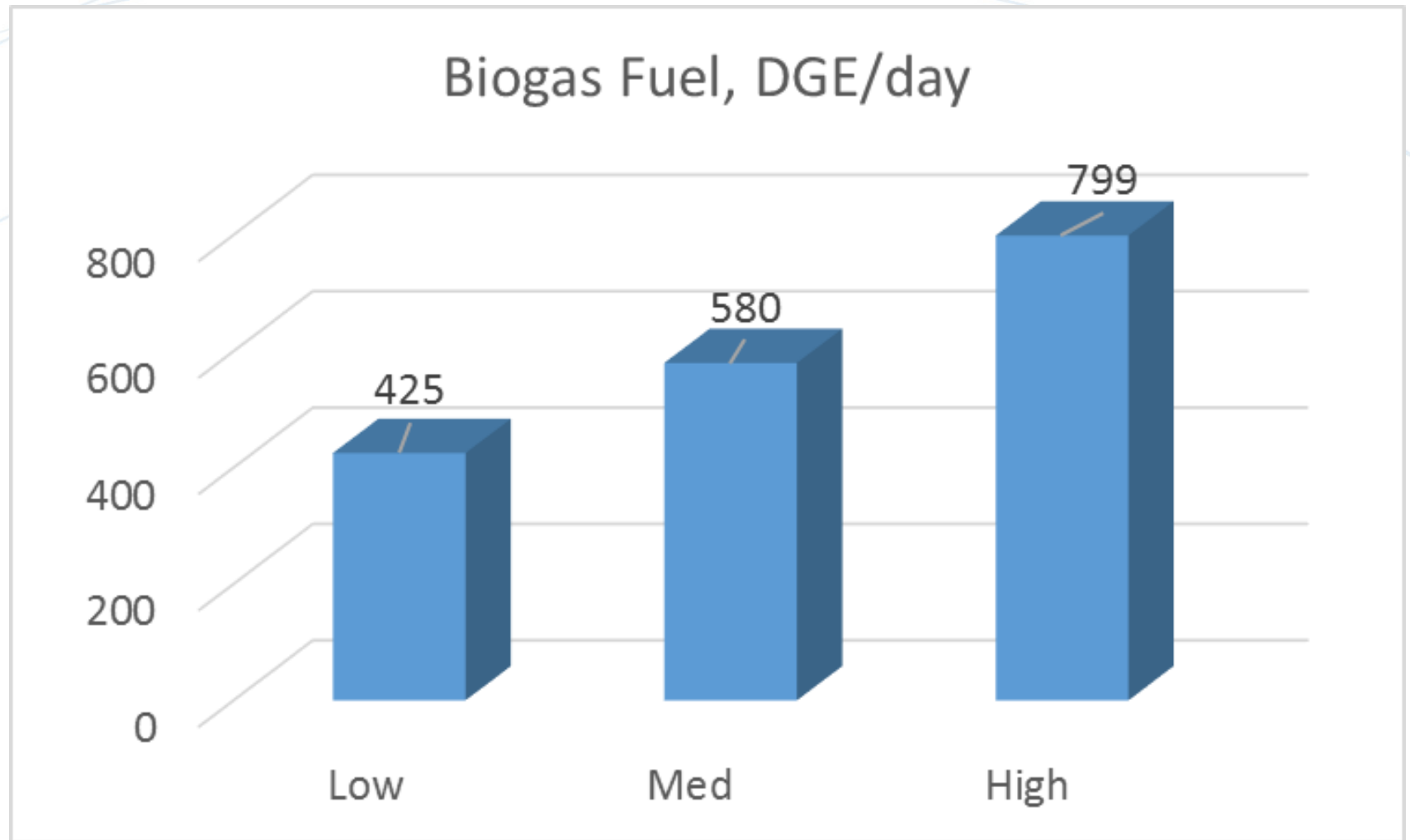
Local Potential

Feedstock Source	gpd
Treatment Sludge	36,778
Organic Solid Waste	2,646
Organic Liquid Waste	500
FOG/Available	22,670
Existing Digestion Capacity	62,594

Biogas Production

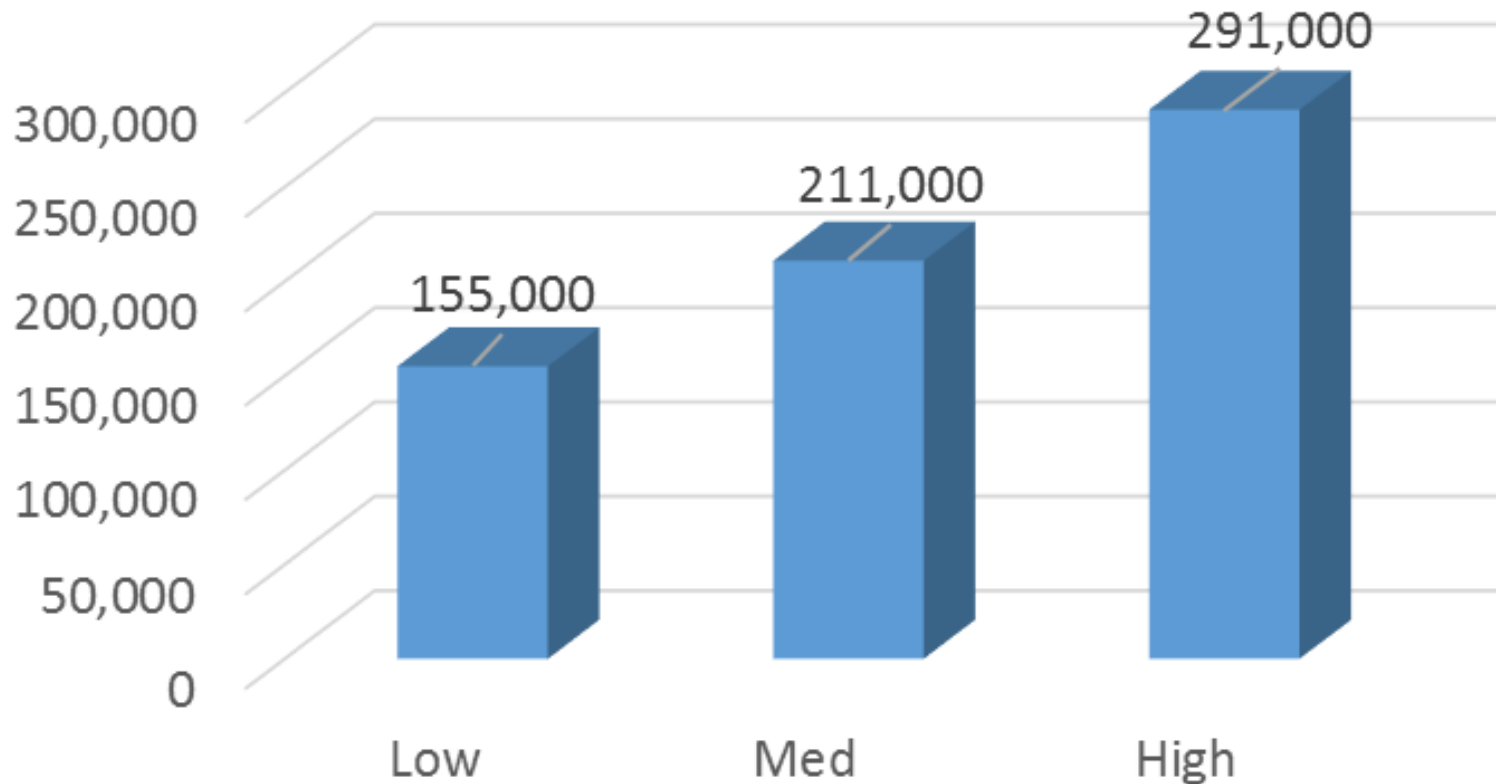


Biogas Fuel in Diesel Gallons



Biogas Fuel in Diesel Gallons

Biogas Fuel, DGE/Yr



The Overall Long-Term Project

Receiving Facility – Phase 1

Feeding Facility – Phase 1

Digestion Expansion

Biogas Treatment Facilities

Biogas Usage Facilities

Gas Utilization Alternatives

Direct Fire Furnaces (Building Heating)

Electric Co-Generation

BioCNG Vehicle Fueling

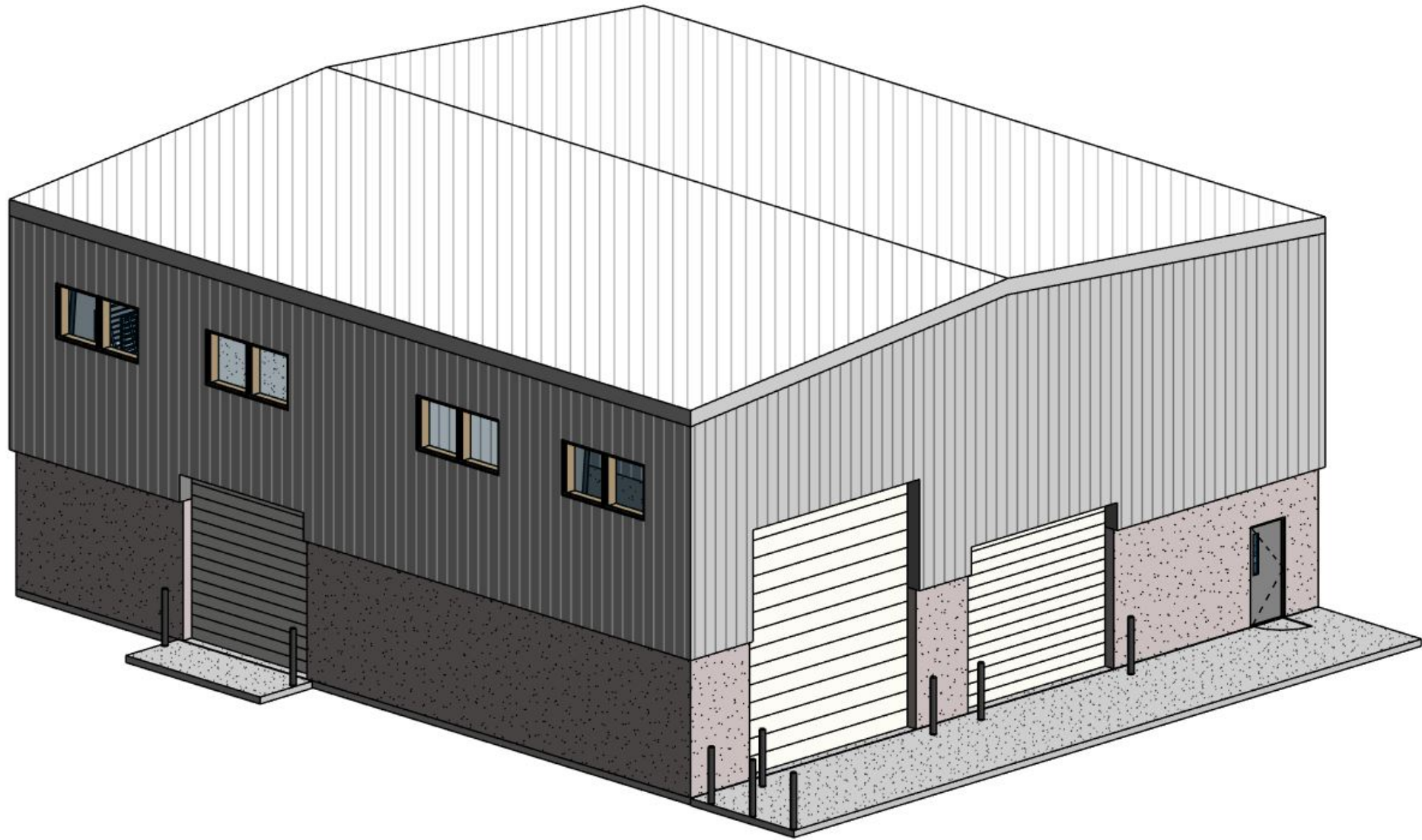
Direct Injection into Natural Gas Pipeline

Screening Analysis based on 10 year PW Analysis
indicates BioCNG is most favorable Alternative

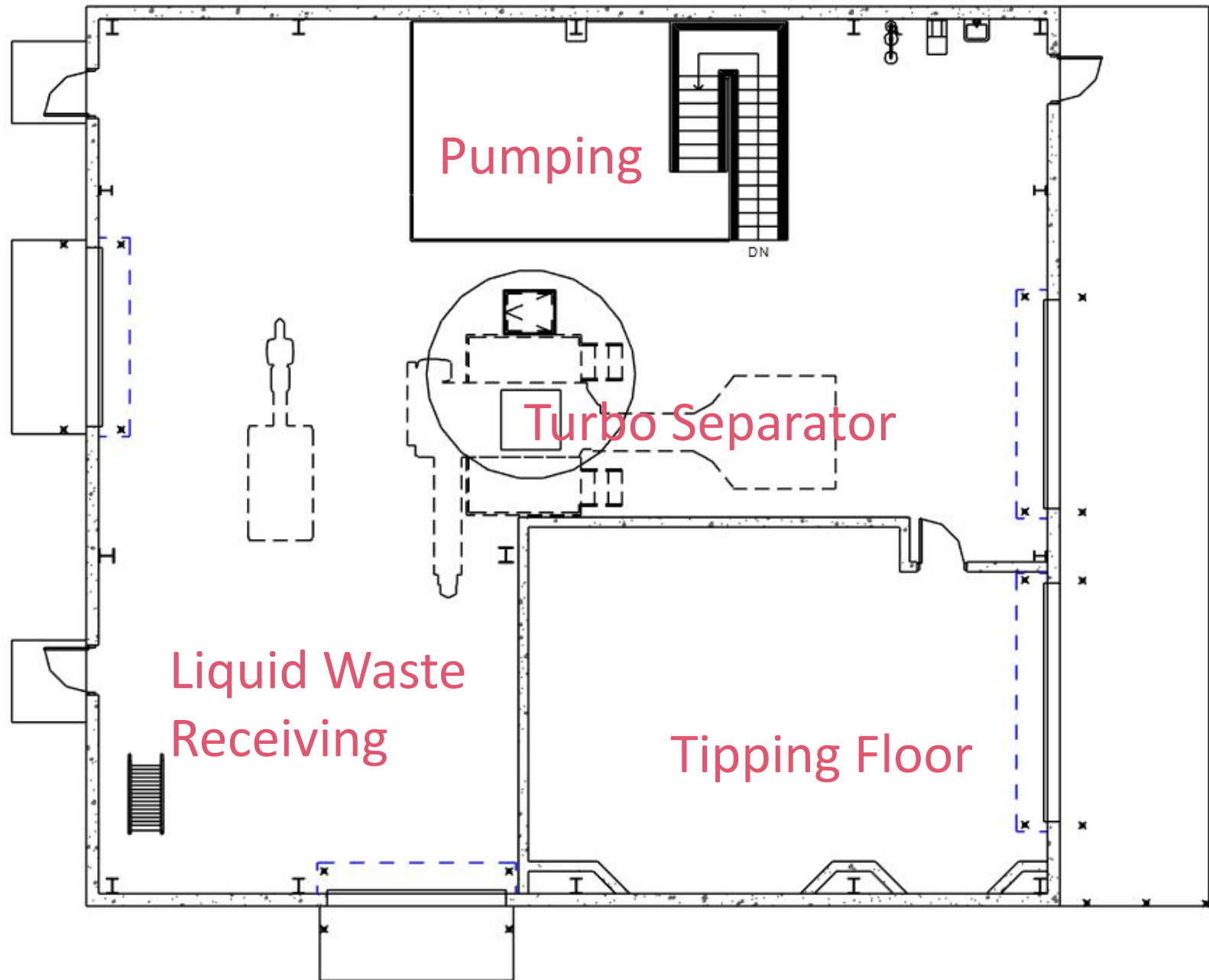
Project Location



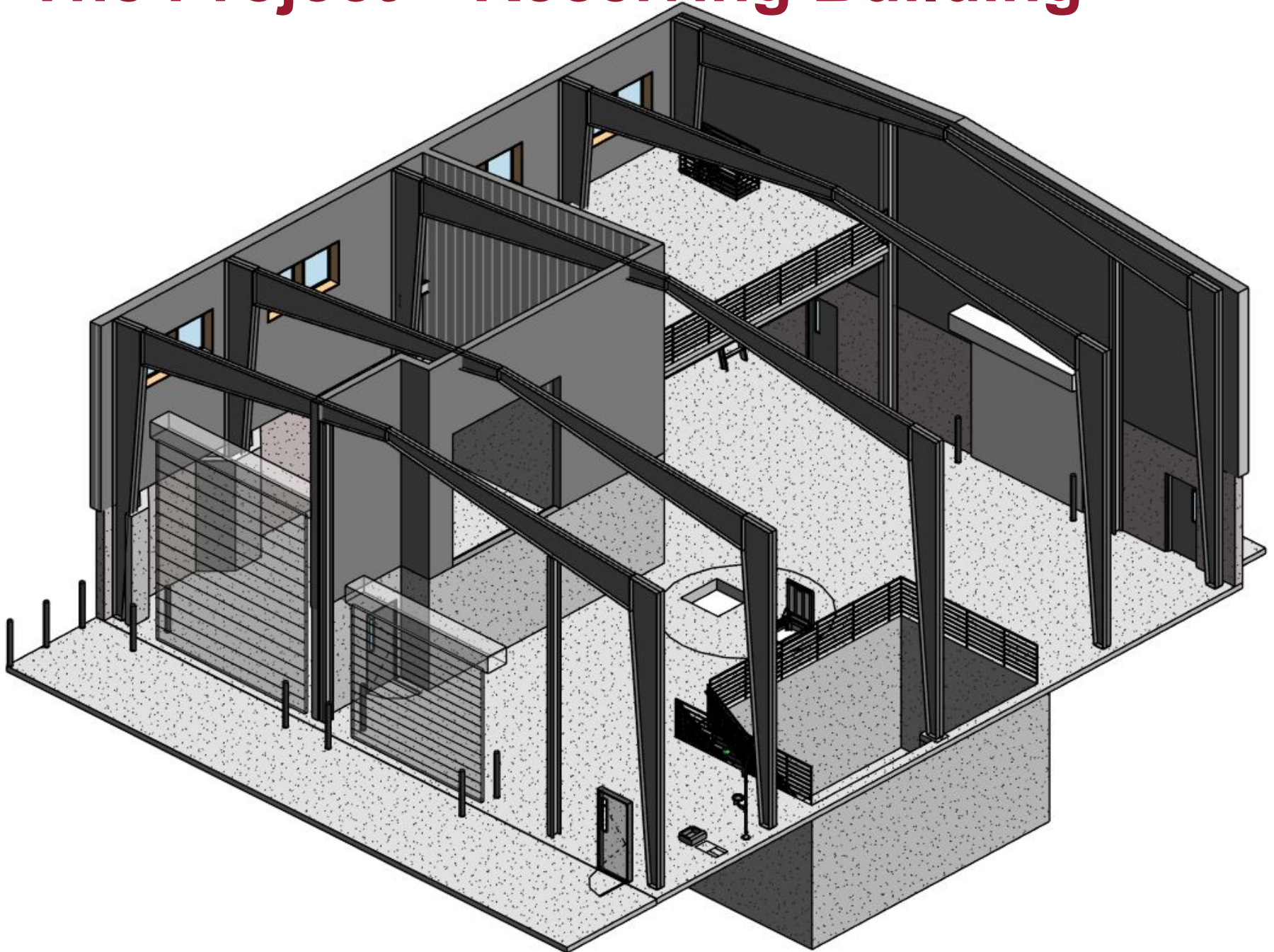
The Project – Receiving Building



The Project – Receiving Building



The Project – Receiving Building



Estimated Project Cost

- Phase 1 Receiving/Feed Facilities
 - \$2.5 to \$3 million
 - Includes Organic Solid Waste Separation and Odor Control ~\$0.5 million
- Phase 2 Gas Treatment and BioCNG Vehicle Fueling Facility
 - \$2.5 to \$3 million
 - Fill rates, configuration, and CNG storage capacity alter cost

Projected Operational Costs

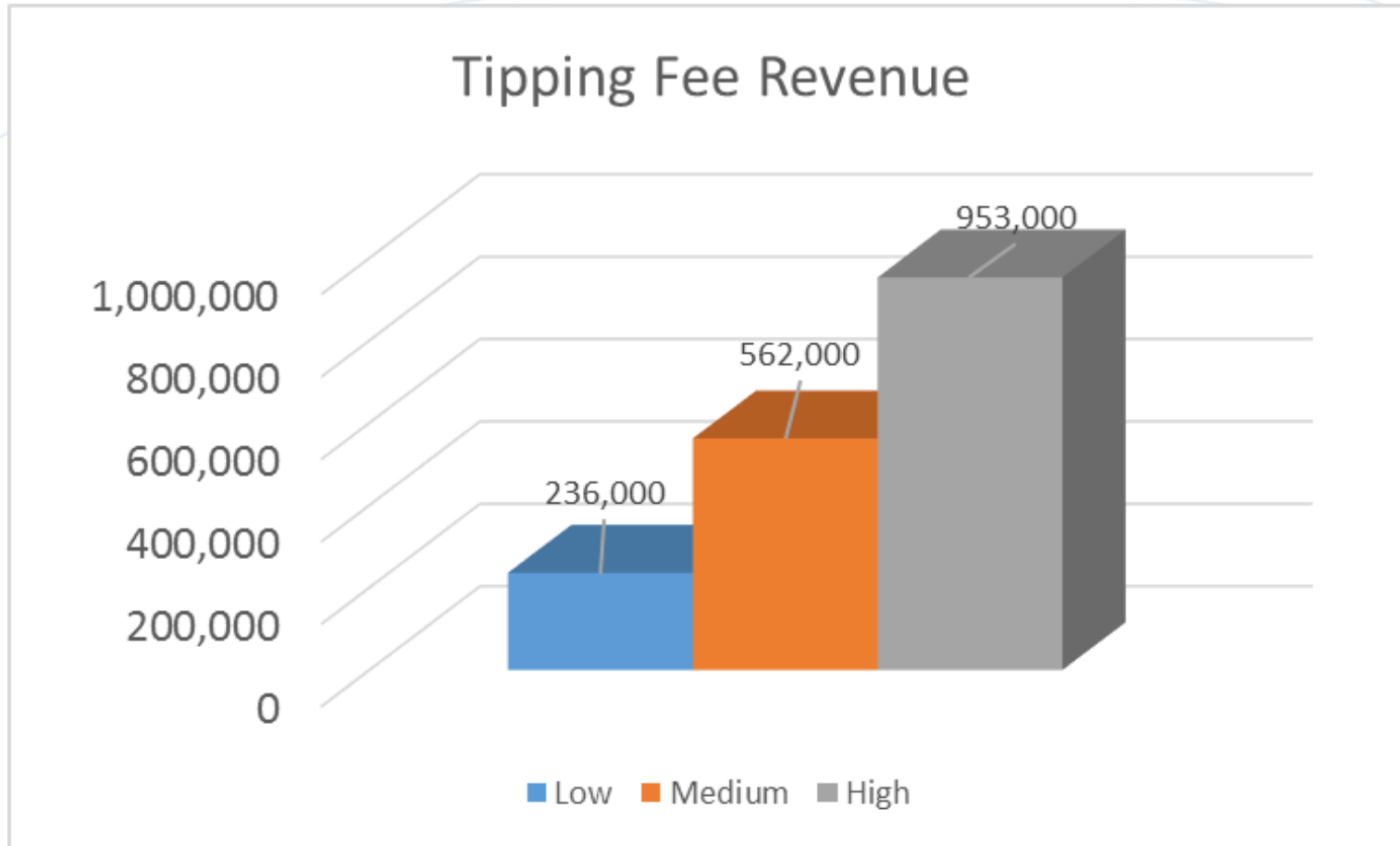
- Phase 1 Receiving: \$60,000 to \$90,000
- Phase 2 BioCNG: \$95,000 to \$120,000

Potential Revenues

- Potential Revenue Sources
 - Waste tipping fees
 - Fuel Value
 - Renewable Energy Credits
 - Petroleum Producer \$ paid to obtain offsetting renewable energy credits
 - Federal credits + for transportation related credits states such as CA, OR
 - Can be substantial revenue stream that can offset the capital investment

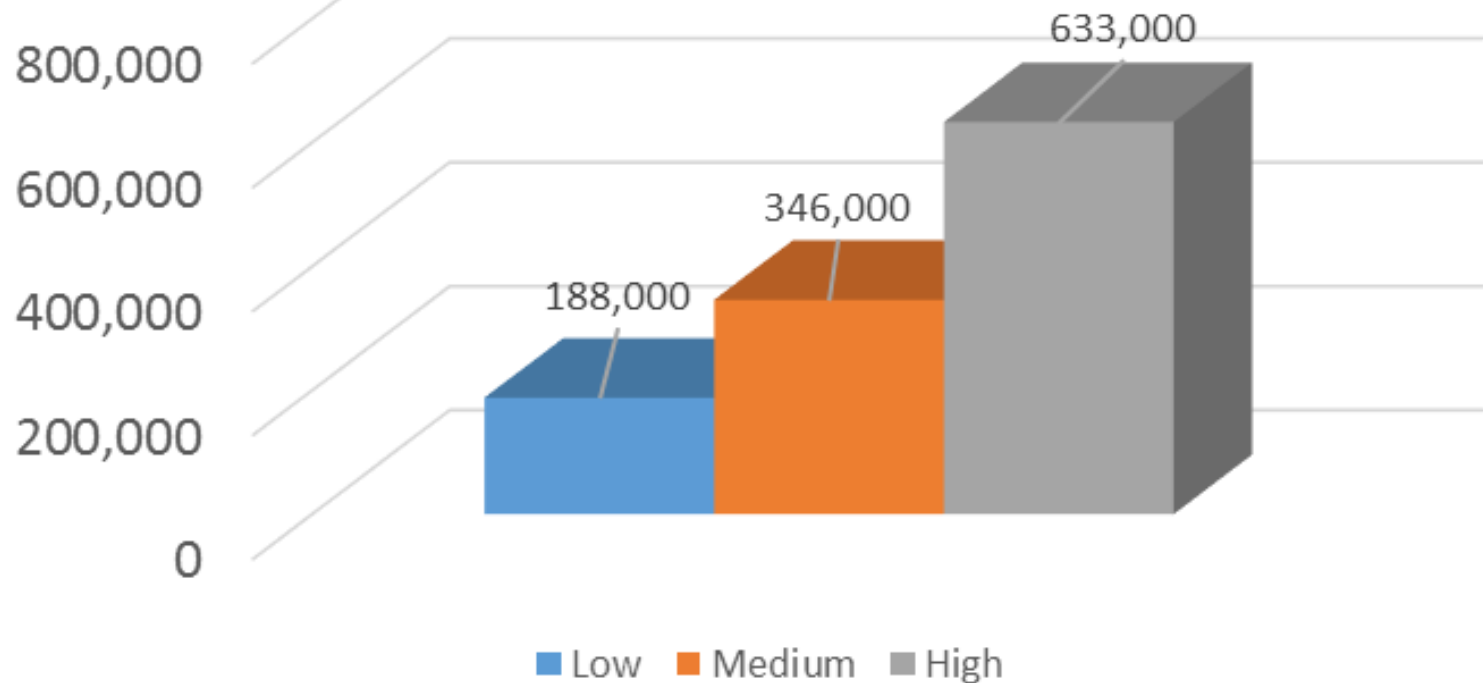
Potential Revenues

- Tipping Fees ~ \$60,000 per year since 2012



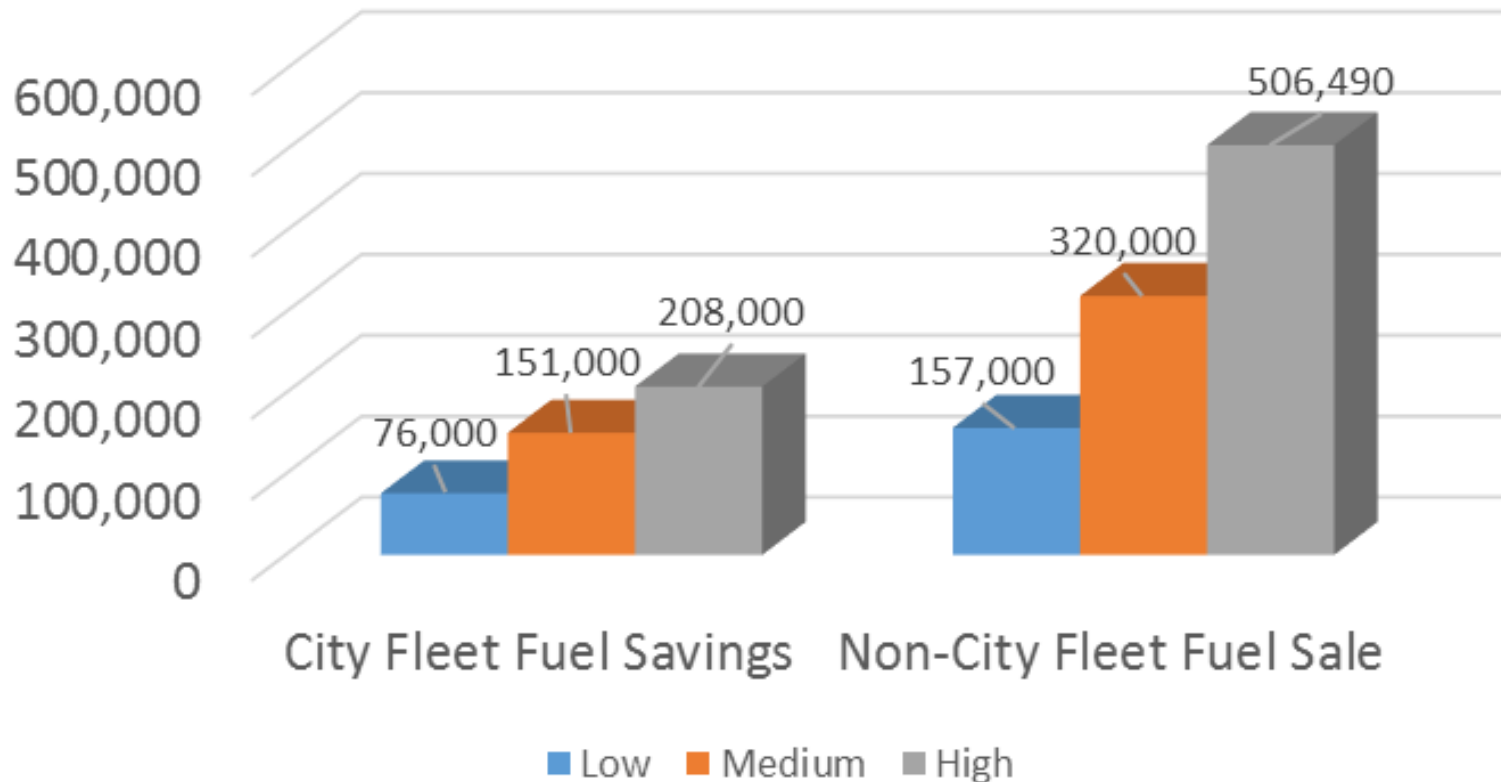
Potential Revenues

Renewable Credits



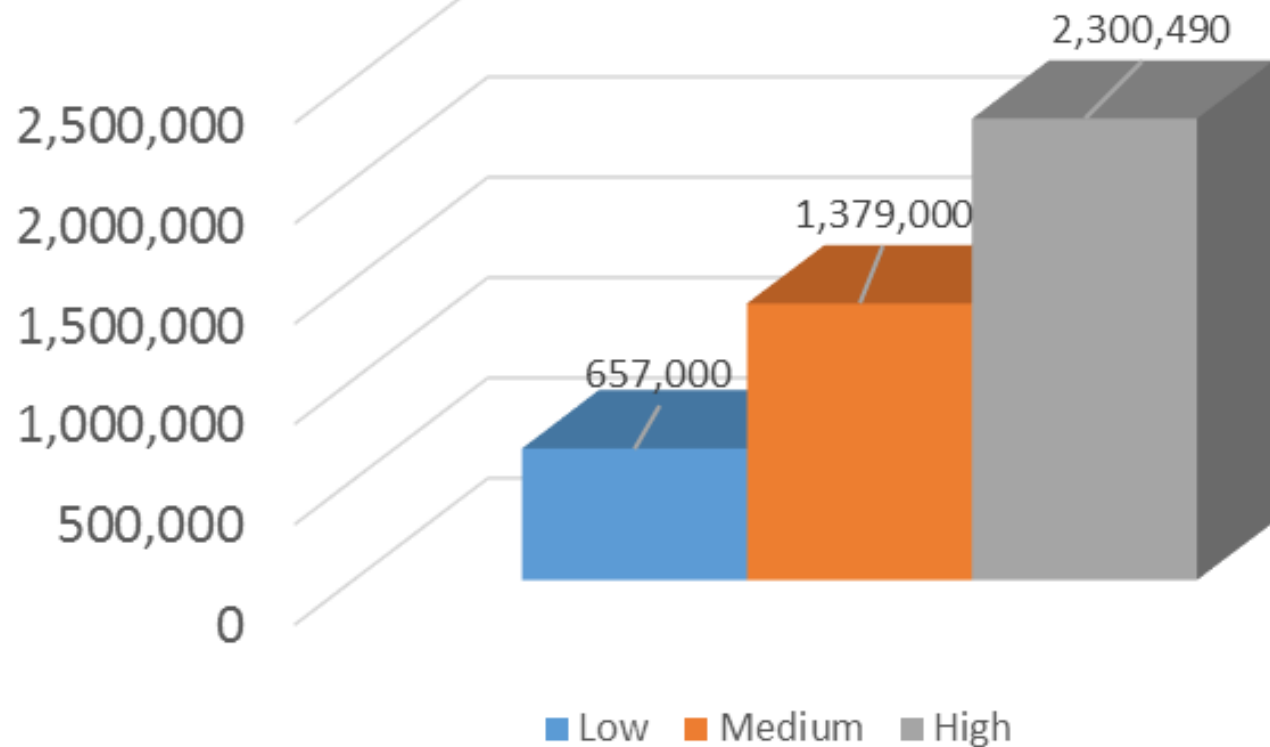
Potential Revenues

Fuel Revenue

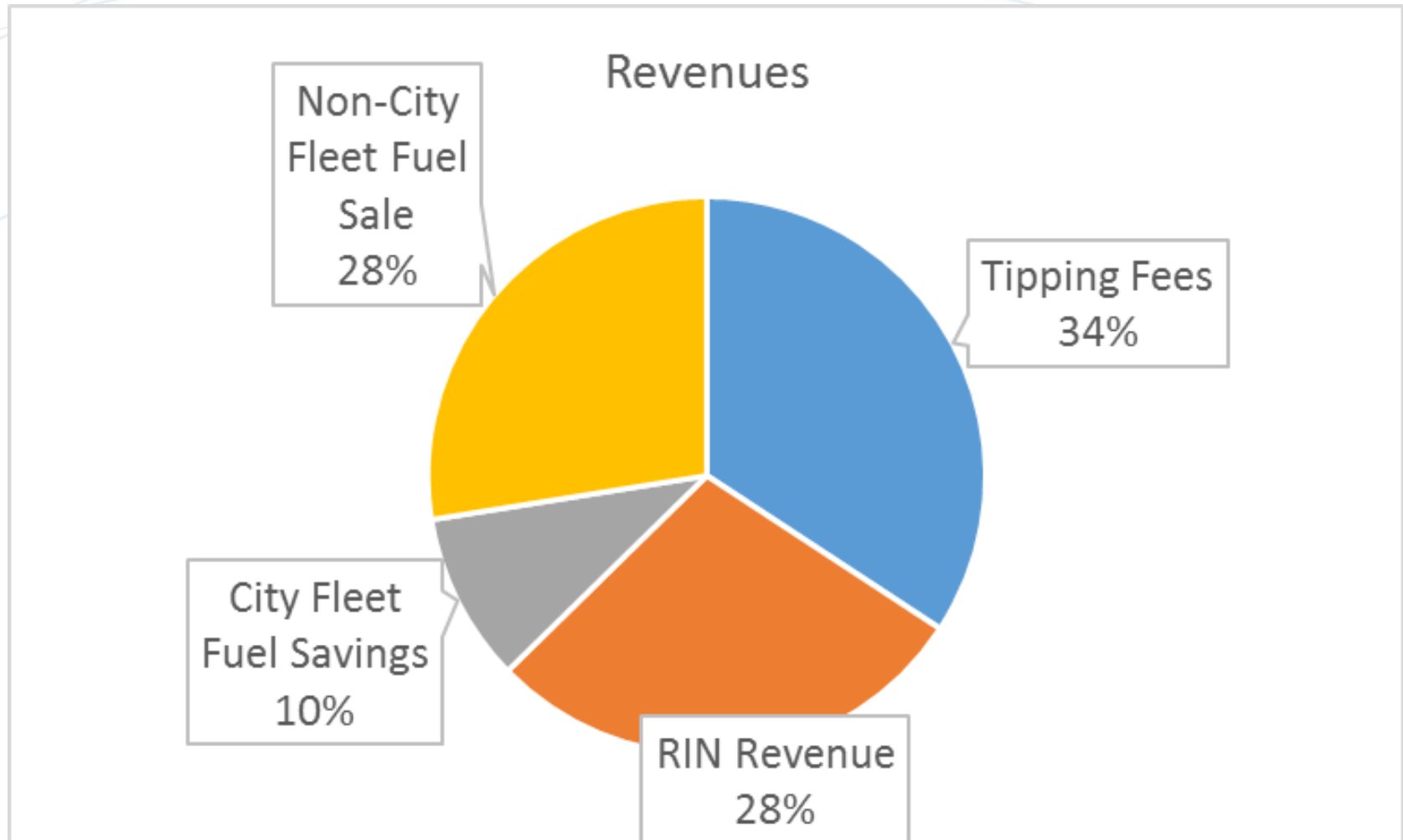


Potential Revenues

Total Revenues

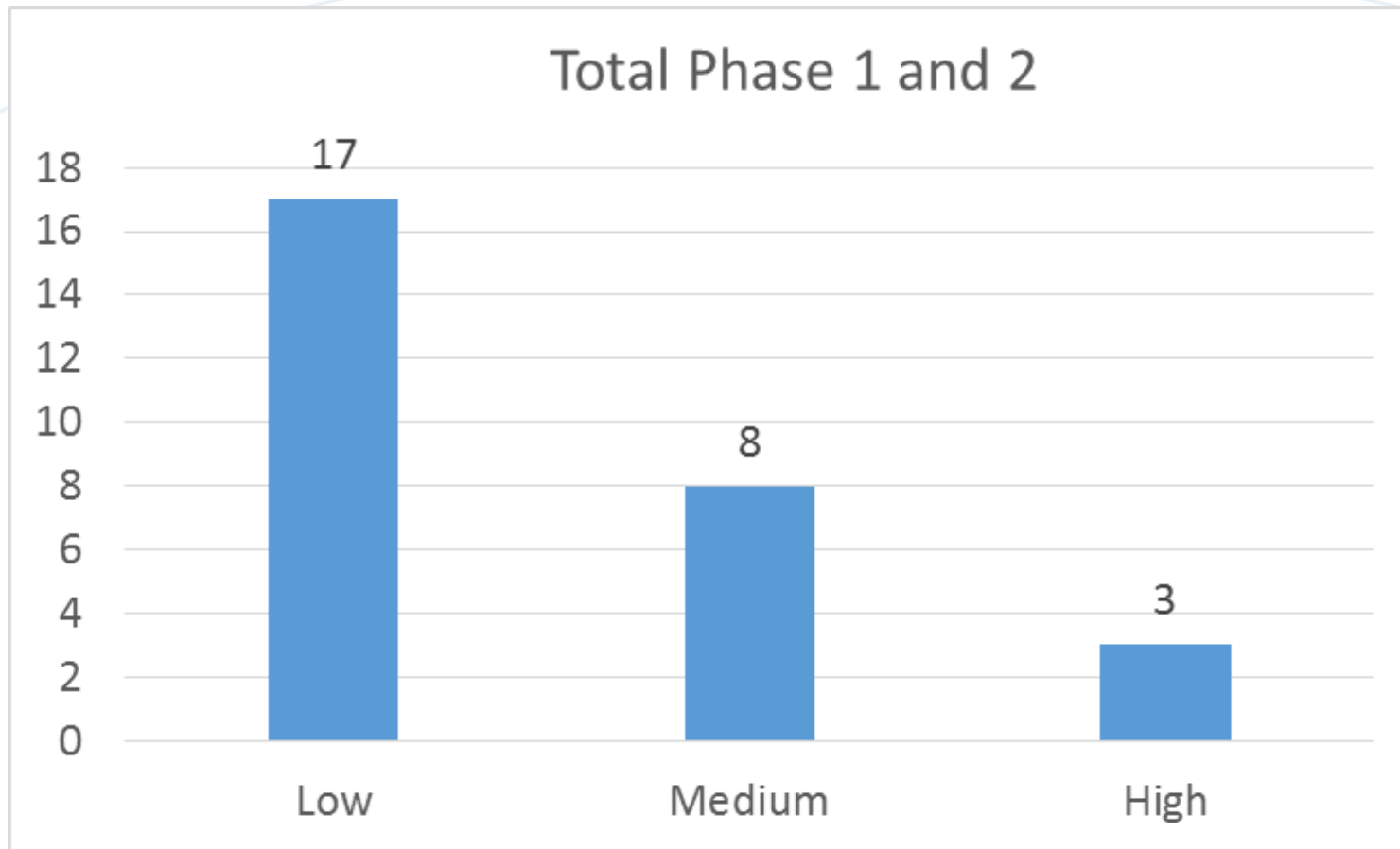


Potential Revenues



Rate of Return Analysis

- Total Phase 1 & 2



Grant Funding Opportunities

- Private Fund 10 year, 0% Interest Capitalization Loan
- Department of Energy – Various Competitive Grant Opportunities for Waste Processing and CNG facilities

Risks

- Lower organic waste volumes
- Lower fuel usage/sales
- Lower tipping fee rates
- Lower RIN values or phase out
- Higher operating costs

Timeline

Phase 1

- Design Completion Feb/Mar 2017
- Phase Permitting/Bidding March/April 2017
- Construction May – Dec 2017
- Commissioning/Start Up Jan/Feb 2018

Phase 2

- Design 2017
- Construction 2018



Stanley Consultants

Discussion

**MERCER-MUSCATINE REVOLVING LOAN PROGRAM
FINANCIAL SUMMARY
DECEMBER 2016**

CITY	COMPANY	LOAN AMOUNT	PAID TO DATE		PRINCIPAL BALANCE
			PRINICPAL	INTEREST	
ALED0	Shirt Tales	\$20,000.00	\$5,444.53	\$621.19	\$14,555.47
	Interest on Account			\$6.94	
	SUBTOTAL MERCER COUNTY	\$20,000.00	\$5,444.53	\$628.13	\$14,555.47
MUSCATINE CO/ CITY	PCG Powder Coating	\$150,000.00	\$105,387.64	\$9,163.06	\$44,612.36
	Stanley Hotel and Conference Center	\$358,000.00	\$83,423.24	\$14,339.33	\$274,576.76
	Interest on Account			\$246.93	
MUSCATINE CO/ WEST LIBERTY	Feldman Performance, LLC	\$40,000.00	\$40,000.00	\$1,067.95	\$0.00
	New Strand Theatre, LLC	\$30,000.00	\$5,716.46	\$691.18	\$24,283.54
	Interest on Account			\$71.62	
	SUBTOTAL MUSCATINE COUNTY	\$578,000.00	\$234,527.34	\$25,580.07	\$343,472.66
	SUBTOTAL ACTIVE LOANS	\$598,000.00	\$239,971.87	\$26,208.20	\$358,028.13
	GRAND TOTAL ALL LOANS	\$598,000.00	\$239,971.87	\$26,208.20	\$358,028.13
	PROGRAM INCOME		\$239,971.87	\$13,104.10	\$253,075.97
	BI-STATE PORTION			\$13,104.10	---

CASH IN BANK	\$272,671.94	
DUE TO BI-STATE	<u>(\$6,310.22)</u>	
SUBTOTAL	\$266,361.72	Available to Loan
LESS OBLIGATED	<u>\$0.00</u>	
	<u><u>\$266,361.72</u></u>	