

City Administrator Report to Mayor & City Council *2017-05-19, Edition No. 266*

WEEKLY UPDATE:

- Budget: The 2017-18 FY Budget is now available on the City's website at the following link: <http://www.muscatineiowa.gov/666/Annual-Budget>.
- Bi-State: Attached please find a copy of the Commission in Review for April 2017. The Commission in Review is intended to assist the over 400 elected officials from member governments in being better informed of their Commission's activities.
- Bi-State Commission: Attached is the May 24, 2017, Commission Packet. Sarah Grabowski, Desktop Publisher, Bi-State Regional Planning Commission.
- Boat Harbor: The Muscatine Municipal Boat Harbor is open for the 2017 season! The harbor has 18 slips for houseboats and 48 slips for smaller, pleasure and/or speed boats. Water and electricity is available at both docks. Gas, diesel and pump out services will also be available starting Memorial Day weekend. For more information on slip rental or fueling hours please contact the Muscatine Parks and Recreation Department at 563-263-0241.
- ATEs: Interesting article on Cedar Rapids ATEs: <http://www.thegazette.com/subject/news/government/local/cedar-rapids-police-speeding-spikes-on-i-380-without-camera-tickets-20170518>.
- Bridge: MPW provided the following information - MPW was notified that IDOT has hired Spartan Contracting to sandblast and paint the Mississippi River Bridge. The decorative lighting will be disabled and the fixtures will be covered to protect them during the process. The contractor anticipates starting May 31 and the project taking 3 to 4 months. Therefore we will not have the ability to have decorative bridge light shows. The contractor may also be disabling the roadway lighting from time to time.
- CIAT - The CIAT May agenda and March minutes are attached for your information.
- Engineering: Public Works plans to utilize an additional engineering intern over the summer construction season to assist with the workload. As you may recall, we are down one project management team member (contractor) due to Jim moving to the City Engineer position. We continue to look for a potential candidate to fill this position.

Project Schedules:

The following is a revision of the council schedule as of May 17, 2017. This schedule is tentative and very flexible, but it helps to keep us on track and provides a "process" road map for construction projects. R. Hill

May 18, 2017

1. Resolution Setting a Public Hearing for the Cleveland Ave. Reconstruction Project

2. Public Hearing for the Landfill Cell Construction Project
3. Resolution Approving Plans, Specifications . . . for the Landfill Cell Reconstruction Project

June 1, 2017

1. Public Hearing for the Cleveland Ave. Reconstruction Project
2. Resolution Approving Plans, Specifications . . . for the Cleveland Ave. Reconstruction Project

3. Resolution Accepting Completed Work: West Hill Phase IIIA
4. Resolution Accepting Completed Work: West Hill Phase IIIB
5. Resolution Accepting Completed Work: Art Center HVAC Project
6. Resolution Accepting Completed Work: Mulberry Ave. Reconstruction
7. Resolution Setting a Public Hearing for the 2017 Asphalt Overlay Program
8. Request to Approve Agreement with Bolton-Menk for the Grandview Ave. Reconstruction Project
9. Request to Approve Agreement with REC for by-Pass/Mulberry Lights

June 8, 2017

1. Presentation of Traffic Control Plan - MAGIC/Public Works
2. Presentation for the 2017 Sidewalk Program

June 15, 2017

1. Resolution Accepting Completed Work: Airport Runway 6/24 Project
2. Request to Approve Agreement with Bolton-Menk for the 2nd/Mulberry Intersection design

July 6, 2017

1. Resolution Awarding Contract for the Cleveland Ave. Reconstruction Project
2. Resolution Awarding Contract for the Landfill Cell Construction Project
3. Request Authorization to Submit CAT Grant

July 13, 2017

July 20, 2017

1. Resolution Approving the Contract and Bond for the Cleveland Ave. Reconstruction Project
2. Resolution Approving the Contract and Bond for the Landfill Cell Construction Project

August 3, 2017

Projects:

Notes from the Project Team Meeting on Wednesday, May 17, 2017 (R. Hill):

1. West Hill Sewer Separation
 - a. IIIC on schedule
 - b. Paving completed on 4th: Cedar to Sycamore
 - c. Prep for paving: 4th & Sycamore intersection
 - d. Sewer Installation: 4th & Iowa

- e. MPW to finish 4th/Cherry by May 19th
- 2. Art Center HVAC Project
 - a. System balance remains to be modified.
 - b. Closeout project at the June 1st meeting
- 3. Mulberry Ave. Reconstruction Project
 - a. Need to remove rock from top soil
 - b. Mulch needs to be sprayed
 - c. Staging area cleaned up
 - d. Project to be closed at the June 1st meeting
- 4. Mississippi Drive Corridor Project
 - a. Project underway
 - b. Sanitary Sewer and Water are being installed
 - c. Will set up a meeting for businesses directly impacted
 - d. Will set up a meeting for the CBD residents
- 5. Musser-Wiggens Trail
 - a. Pre-Con Meeting: May 24, 2017
 - b. Public Meeting: June 6, 2017 at Transfer Station
- 6. Library Relocation Project
 - a. Final Cost Estimates needed
 - b. Review Carver Trust requirements
 - c. Stelzner/Hill to meet with Carlson/Mandsager
 - d. May be included in CAT Grant Application
- 7. Airport Runway 6/24
 - a. Material still needs moved
 - b. Seeding required
 - c. Silt Fence Removal
 - d. Responsibility: Team vs. Adam?
- 8. Airport: T-Hangers/Apron Expansion
 - a. This will no longer be a TEAM Project
- 9. Riverfront Master Plan
 - a. Good participation at the Public Meeting
 - b. Concern: Dredge access to river
 - c. Will await final submittal from SEH
- 10. Property Acquisition/Demolition
 - a. Asbestos Abatement Challenge
 - i. TeStrake building unstable
 - ii. Asbestos Contractor will not complete due to safety concerns
 - iii. Options:
 - Call Contractor to get their plan (if any)
 - Call Brownfield representatives

--- Clear sight and haul asbestos to landfill for disposal

11. Landfill Cell Construction
 - a. Barker-LeMar proposal for landfill is flexible
 - b. On schedule for a June 23rd bid opening.
 - c. Brian to receive RFP's for the building to coincide with cell construction
12. Cleveland Ave. Reconstruction
 - a. Will set a Public Hearing at the May 18th Council Meeting
13. 2017 Sidewalk Program
 - a. Presentation to Council at the June 8th Council Meeting
 - b. May become a Fall Project
14. Future Projects
 - a. Review RFP for Grandview Ave. Design
 - b. Receive authorization to design 2nd/Mulberry
 - c. West Side Trail
 - i. Edgmond/Hill to sent out RFQ's
 - d. Meet with Jon Kock re: Riverfront related Projects
15. Continuity Planning
 - a. Traffic Control Plan Underway - How is it working
 - b. Communication Plan
 - i. Set up meetings with business owners on Mississippi Dr.
 - ii. Set up meetings with CBD business/property owners
16. Signage
 - a. Will contact Sign-Pro for Mississippi Dr. Signs
 - b. Check with Bolton-Menk one last time



Commission in Review

April 2017

Serving local governments in Muscatine and Scott Counties, Iowa;
Henry, Mercer, and Rock Island Counties, Illinois.

NEXT COMMISSION MEETING:

Wed., May. 24, 2017
3:30 p.m.

Scott Co. Admin. Bldg.
6th Floor Conf. Room
600 West 4th Street
Davenport, Iowa

APA TRAINING SERIES

"2017 Planning Law
Review"

Wed., Jul. 05, 2017
3-3:30 p.m.

Third Floor Conf. Room
1504 Third Ave., R.I.
Call (309) 793-6302,
Ext. 138 or e-mail
ppearson@bistateonline.org
to register.

Please arrive prior to
3:00 p.m. to sign in and
for materials.

CIR VIA E- MAIL

Would you like to get
this report via e-mail?
Let us know at
info@bistateonline.org

Mission Statement:

*To serve as a forum
for intergovernmental
cooperation and
delivery of regional
programs and to
assist member local
governments in
planning and project
development.*

Grant Services Offered for Member Governments

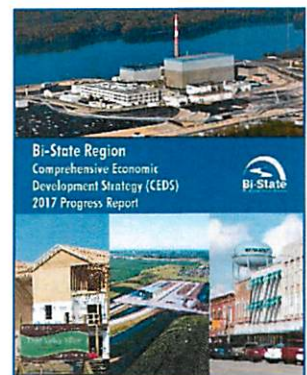
Bi-State Regional Commission offers their member governments a variety of services relating to grant activity. Services include assisting with writing grants, reviewing grant applications, providing adequate resources, developing a "letter of concurrence" providing Bi-State Regional Commission's support for a particular project, and distributing notifications to member governments about upcoming grant opportunities. There are a number of grant opportunities available on the federal, state, and local levels in different fields such as transportation, public health, public safety, environmental planning, public works, economic development, and housing. An updated list of available grants and the maximum amount that may be requested can be found on Bi-State's website at <http://bistateonline.org/2012-11-14-00-29-57/grant-writing-services>.

Grant readiness is also an important component and includes strategically prioritizing projects in the community and aligning goals and feasible projects with available grant cycles. Often times a match from the community is needed to pair with the potential grant, so having an accurate budget and secured leverage source for a match is beneficial. Registering at grants.gov is a must if a community is looking to apply for a federal grant, and also requires the process of acquiring a Dun and Bradstreet (DUNS) number. In addition, a System for Award Management (SAM) account is required at the time of a grant submission and throughout the duration of any federal award. Bi-State's website has a grant readiness page to provide further tips and information. This site can be found at <http://bistateonline.org/2012-11-14-00-29-57/grant-readiness-and-administration>.

Lastly, member governments can always contact Bi-State's Planning Department to receive further information on particular grants and how to get started.

Commission Approves CEDS 2017 Progress Report

Laura Berkley, Senior Planner, presented the final draft of the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report* that had been distributed at the March 22, 2017 meeting to Commissioners for review and provided to the public on the Bi-State website. Minor comments were received through the 30-day review regarding economic development related projects as noted in the projects list. Commissioners approved a resolution to adopt the 2017 CEDS Progress Report, and the report was submitted to the Economic Development Administration.



American Red Cross Centennial Outreach Events

Every two seconds, someone in America needs blood. Amber Wood, Executive Director of the American Red Cross for the Quad Cities and West Central Illinois said the Red Cross must collect 14,000 donations every day for patients in need. While 80 percent of donations are collected at blood drives close to where people work and live, the blood Red Cross collects is distributed throughout the United States. Red Cross blood is part of the National Inventory with a lower loss rate than any blood bank in the United States. All Red Cross units donated find a recipient. Red cross blood has the ability to spread needed units to areas of urgency such as the Florida night club shooting. Red Cross blood is also the official secondary provider to the United States Military.

Ms. Wood also spoke about the American Red Cross - Blue Tie Tag Program that donates blood to Lurie's Children's Hospital to combat Sickle Cell disease. This identifies blood donations from those of African American heritage that is the best match for Sickle Cell patients due to antigens in the blood relevant to ancestry. Because 1 in 500 newborn babies have Sickle Cell and 1 in 12 African American's have Sickle Cell, all babies born after 1989 have been tested for the Sickle Cell trait. Transfusion is the most common form of treatment.



The Home Fire Campaign and the Sound the Alarm effort seek to combat the silent disaster that is a home fire. Every eight minutes, someone in the U.S. is affected by a disaster; the vast majority are home fires. Home fires kill more people in America annually than all natural disasters combined. In fact, seven people are killed by home fires every day. Children, the elderly, and lower-income communities are most adversely affected.

People have only two minutes to get out of a burning building, not ten minutes. As a first responder to home fires, Red Cross wants to change the odds of survival. A working smoke alarm doubles the chance of surviving a home fire, and an escape plan increases the odds even more. Since the 2014 launch of the Red Cross Home Fire Campaign, volunteers and partners have installed more than 700,000 alarms and replaced more than 42,000 batteries. Ms. Wood noted just in this Red Cross region, more than 216 lives had been saved.

A new annual national signature event around Sound the Alarm will be launched this year with the goal of installing 100,000 smoke alarms. The event will occur between September 30 through October 15, 2017 in 100 major cities nationwide including the Bi-State Region.

FOIA and OMA Training for Illinois Member Government Officials

Bi-State will offer training on the Freedom of Information Act (FOIA) and Open Meeting Act (OMA) for Illinois member governments on Wednesday, May 31, 2017 at 5:00 p.m. at the Hampton Heritage Center, 251 South State Avenue, Hampton, IL 61256. A brief presentation on Bi-State Regional Commission services will be given followed by a presentation on FOIA and OMA. Each presentation will be 45 minutes long.

Please RSVP by Monday, May 29, 2017 by calling Executive Director Denise Bulat (309) 793-6302 ext. 140 or e-mail at dbulat@bistateonline.org. A light meal will be served.

**BI-STATE REGIONAL COMMISSION
FY 2016-17 Program Budget Status Report
Through Month of March – 75.0% of Year**

ADOPTED BUDGET:	\$2,073,608.00	EXPLANATION:
EXPENDED THROUGH MARCH:	\$1,354,191.83 (65.3%)	
STAFF LEVEL BUDGETED:	25.00 F.T.E.	
STAFF LEVEL MAINTAINED:	21.25 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING MARCH:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Economic Development Plan; Website Support; Rhubarb Festival Map. Census BAS Asst.

ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.

ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Inquiry; Census BAS Asst.

ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Development.

ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails Grant Assistance; Census BAS Asst.

ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support; Census BAS Asst.

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; MPO Trans. Coord. STBG/TASA Funding Evaluation.

BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Website Support; Grants Application.

BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; IDPH Nutrition Grant.

CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.

CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GRT Coord.

COAL VALLEY – Joint Purch.; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Business Dev. Brochure; Village Map Asst; Census BAS Asst.

COLONA – Joint Purchasing; Floodplain; MPO Coord.

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 Cnd.; Solid Waste Coord.; Dav. Schools Haz. Mit. Plan; Trails Planning; PICH-Safe Routes to Schools Planning; MPO Trans. Coord. STBG/TASA Funding Evaluation; Complete Streets Coord.; Grants and Mapping Assistance.

EAST MOULNE – 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 Solicitation and Inquiry; Trail Planning & GRT Coord.; Zoning Ordinance; Parcel Mapping Asst.; Grants Inquiry Census BAS Asst.

ELDRIDGE – Drug & Alcohol Consort; Solid Waste Coord.; Website Support; Trails Planning; MPO Trans. Coord. STBG/TASA Funding Evaluation.

GALVA – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.

GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning.

HAMPTON – MUNICES Coord.; RICWMA Staffing; Riverfront Council; Census BAS Asst.

HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan/Coord.; Legis. Priorities Asst.; MPO Trans. Coord.; Zoning Review; Census BAS Asst.

HILLSDALE – Transit Mobility/HSTP Planning.

KEWANEE – Transit Mobility/HSTP Planning; Census BAS Asst.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Zoning/Subdivision Ordinances.

LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Survey & Grant Assistance.

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

MILAN – E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Staffing; MPO Trans. Coord. STBG/TASA Funding Solicitation; US67 Development Access; RLF Admin.; RMS Coord.; Interoperability Project; Cons. Dispatch Study Asst.; Fact Sheet Update; Hennepin Canal Trail Event Map & Logo; Census BAS Asst.

MOULNE – 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. STBG/TASA Funding Evaluation; PICH-Safe Routes to Schools Planning; Interop. Proj.; Census BAS Asst.

MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; Complete Streets Planning; MMRLF Coord.; Solid Waste Coord. & SWAP Form E; Trails Planning/ADT Coord.; Trails Use Count Collection; Port Study/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 Planning.

NEW BOSTON – Transit Mobility Coord./HSTP Planning.

OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.; Census BAS Asst.

ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Fact Sheet/Community Profile Development; Census BAS Asst.

PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Census BAS Asst.

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

RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.; Census BAS Asst.

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; MPO Trans. Coord. & STBG/TASA Funding Evaluation; Zoning Inquiry; Census BAS Asst.

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.; Enterprise Zone App.; Census BAS Asst.; Graphics Asst.– Business Cards

SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cnd.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet; Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Local Food Systems Coord.; Complete Streets Planning; 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.

SHERARD – 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 Evaluation; Trails Planning & GRT Coord.; RLF Loan Admin.; Trails Mapping Asst.; Census BAS Asst.; Zoning Inquiry.

VIOLA – Transit Mobility/HSTP Planning; Police Equip. Research; Graphics Asst.; Cemetery Map Inquiry; Grant 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.; Traffic Counting Asst.; Solid Waste Coord.; MMRLF.

WINDSOR – Transit Mobility/HSTP Planning; CDBG Grant Asst.

WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – March

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. 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 APA webinar on planning. Continued development of the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report*.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 12 data and map requests in March 2017 including 7 from local governments, 1 from an academic institution, 1 from a private citizen, and 3 from non-profits. The data section of the Bi-State website had 27 page views. The data warehouse site (www.greaterqcregion.org) is being updated and had 240 visits and 407 page views. Staff continued to prepare data for the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report* and the Census Boundary and Annexation Survey.

Graphics/GIS/Mapping: Be Healthy QC (BHQC) – QCTrails.org Website and Safe Routes to Schools Mapping; Census Boundary and Annexation Survey (BAS) Program Coordination; *Public Officials Directory for the Bi-State Region, February 2017* Design and Update; QC Chamber Mapping; QC Street Map (Folded & Wall Versions) Distribution; QC Metro Area STBG Data/GIS; QC Metro Area Travel Model Data/GIS; Region-wide Aerial Photo Update Coordination; 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 March 2017 was 2,177 and top pages viewed included: Home Page (662); Documents (194); I-74 Bridge Construction Update (146); Our Staff (89); Search (79); Quad Cities Metro Long Range Transportation Plan (58); Contact Us (51); Careers (46); Joint Purchasing Bid Tabulations (45); and Average Daily Traffic Counts (34).

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, reporting, and overall agency administration. Attended XStream Clean-up and Earth Coalition planning meetings and representation at Putnam Friday Fun Night as solid waste agency resource. 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. Started developing foundation grant request for alternative fuels/vehicles workshop. 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: food services supplies, janitorial and can liners, copier paper, printer supplies, 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 agenda, minutes, and financial summary report. Reviewed Silvis company application and provided to the board. Provided information to potential applicants. Continued receiving job creation information from active companies. **Administered Mercer/Muscatine RLF Program (MMRLF):** Prepared financial summary report. Provided information to potential applicants. 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, including I-74 pre-bid meeting. Attended John Deere Road construction staging meeting. Held Iowa interdisciplinary traffic safety meeting. Monitored status of bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. 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. Conducted trails counter analysis and research. Facilitated issues related to Bi-State Regional Trails Committee. Continued Complete Streets community policies effort. Participated in Partnership in Community Health (PICH) grant facilitation – Safe Routes to School and QCTrails.org. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program and meeting. Monitored MPO and Iowa Region 9 FY17 Transportation Planning Work Programs, and drafted FY18 TPWPs. 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. Conducted MPO STBG and TASA funding evaluation process. Participated in ILDOT/FHWA ITEP program review. Administered Iowa Quad Cities (IAQC) and Illinois Region 2 transit coordinator positions, and facilitated budget discussions. Administered Federal Transit Administration (FTA) 5339 grant process. Discussed transit congestion reduction opportunities during I-74 reconstruction. Monitored status of implementation of passenger rail service to Chicago. Participated in webinars, workshops, and conferences on various transportation topics related to GATA, traffic safety, safety performance measures, Phase I design planning, freight, walking, and bicycles.

FINANCIAL
(green)

ACTION NEEDED
(yellow)

INFORMATIONAL
(white)

MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, May 24, 2017, 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 April 26, 2017 Minutes (See enclosed)</u> – Carol Earnhardt, Chair |
| X | X | | 2. <u>Treasurer's Report (See enclosed)</u> – Frank Klipsch, Treasurer |
| | | | 3. <u>Finance and Personnel Committee/Financial Matters</u> – Marty O'Boyle, Finance and Personnel Committee Member |
| X | X | | a. <u>Bills</u> (See enclosed) |
| X | | X | b. <u>Report on Progress on Commission's FY 2017 Program Budget as of 4/30/2017</u> (See enclosed) |
| X | X | | c. <u>Contracts/Grants for Consideration</u> |
| | | | I. Other Contracts/Grants |
| | | | d. <u>Presentation of Recommended FY2018 Commission Planning Budget</u> (The budget is reviewed and recommended by the Finance and Personnel Committee. It will be presented May 24, 2017, lay on the table for one month for further study, and be considered for adoption at the June 28, 2017 meeting) – Denise Bulat, Executive Director |
| | X | X | 4. <u>Presentation and Consideration of Resolutions Supporting the FY2018 Quad Cities and Region 9 Transportation Work Planning Programs (TPWPs) (See enclosed)</u> – Gena McCullough, Planning Director |
| | | | 5. <u>Questions or Comments by Commissioners</u> |
| | | | 6. <u>Other Business</u> |
| | | | 7. <u>Adjournment</u> |

NEXT MEETING: **Wednesday, June 28, 2017 – 3:30 p.m.**
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

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

Wednesday, April 26, 2017, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Klipsch – Treasurer, Beck, Broderson, Callaway-Thompson, Carroll-Duda, Gallagher, Gradert, Heninger, Howard, Kiser, Lack, Lawrence, Moore, O’Boyle, Pauley, Raes, Schloemer, Sherwin, Sorensen, Stoermer, Tank, Terry, Thodos, Waldron

MEMBERS ABSENT: Austin, Brown, Conrad, Earnhardt, Gordon, Justin, Knobbe, Looney, Maranda, Mendenhall, Newton-Butt

OTHERS: Amber Wood, Red Cross of the Quad Cities and West Central Illinois Director

STAFF PRESENT: Berkley, Bulat, Grabowski, Miller, Moritz, Whitson

Treasurer Klipsch called the meeting to order at 3:34 p.m. He began the meeting by recognizing outgoing Commissioners and presenting them with certificates and a plaque.

1. **Approval of the March 22, 2017 Minutes.** Mr. Howard moved to approve the minutes of the March 22, 2017 meeting as presented. Mayor Gallagher seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Mayor O’Boyle presented the Treasurer’s Report for the month ending March 31, 2017, noting an ending total bank and book balance of \$299,955.26. 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.** Mayor O’Boyle presented the bills totaling \$48,990.33, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust, VISA charge card expenses related to Illinois	\$ 3,179.71
Intergov meeting; 1 staff attending Henry County trip to Springfield;	
1 staff attending the Washington, DC trip; Transportation Policy Committee	
meeting; 1 staff attending the Illinois Department of Transportation Safety	
Workshop; 1 staff attending the Illinois Performance Measures Workshop and	
Transportation Alternatives Program Federal Review; Quad City Riverfront	
Council meeting (cost reimbursed by participants); 1 staff attending the	
2017 Illinois Association for Floodplain & Stormwater Management Conference;	
1 staff attending the 16th TRB National Transportation Planning Application	
Conference; 3 staff attending the American Red Cross Adult & Pediatric First	
Aid/CPR/AED class; office supplies	

The Roosevelt Group LLC, March 2017 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	20,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer (cost reimbursed by MUNICES)	3,745.00

Addendum

Rock Island County Treasurer	6,225.62
05/2017 Rent	\$4,618.38
05/2017 Internet Access	88.00
04/2017 Managed Print Services	323.72
03/2017 Postage	940.96
03/2017 Printing	6.75
03/2017 Supplies	122.61
03/2017 Cell Phone*	125.20

*(Partial costs reimbursed by HCEDP)

Disbursement of funds for the following Bi-State Revolving Loan Fund Loan: QC Custom Tees & More, Inc.	15,840.00
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Mayor O'Boyle moved approval of the bills totaling \$48,990.33 as presented above.
Mayor Thodos seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2016-17 Program Budget as of March 31, 2017.
Mayor O'Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 75.0% through the fiscal year with 65.3% expended and within budget.
- c. Contracts/Grants for Consideration. There were no contracts/grants for consideration.
4. American Red Cross Centennial Outreach Events. Ms. Wood reported that because someone in America needs blood every two seconds, the Red Cross must collect 14,000 donations every day for patients in need. While 80 percent of donations are collected at blood drives close to where people work and live, the blood Red Cross collects is distributed throughout the United States. Red Cross blood is part of the National Inventory with a lower loss rate than any blood bank in the United States. All Red Cross units donated find a recipient. Red cross blood has the ability to spread needed units to areas of urgency such as the Florida night club shooting. Red Cross blood is also the official secondary provider to the United States Military.

Ms. Wood also spoke about the American Red Cross – Blue Tie Tag Program that donates blood to Lurie's Children's Hospital to combat Sickle Cell disease. This identifies blood donations from those of African American heritage that is the best match for Sickle Cell patients due to antigens in the blood relevant to ancestry. Because 1 in 500 newborn babies have Sickle Cell and 1 in 12 African American's have Sickle Cell, all babies born after 1989 have been tested for the Sickle Cell trait. Transfusion is the most common form of treatment.

Another major part of the Red Cross' program involves the Home Fire Campaign and the Sound the Alarm effort, which seek to combat the silent disaster that is a home fire. Every eight minutes, someone in the U.S. is affected by a disaster; the vast majority are home fires. Home fires kill more people in America annually than all natural disasters combined. In fact, seven people are killed by home fires every day. Children, the elderly, and lower-income communities are most adversely affected.

People have only two minutes to get out of a burning building, not ten minutes. As a first responder to home fires, Red Cross wants to change the odds of survival. A working smoke alarm doubles the chance of surviving a home fire, and an escape plan increases the odds even more. Since the 2014 launch of the Red Cross Home Fire Campaign, volunteers and partners have installed more than 700,000 alarms and replaced more than 42,000 batteries. Ms. Wood noted just in this Red Cross region, more than 216 lives had been saved.

Ms. Wood announced that a new annual national signature event around Sound the Alarm will be launched this year with the goal of installing 100,000 smoke alarms. The event will occur between September 30 through October 15, 2017 in 100 major cities nationwide including the Bi-State Region.

5. Consideration of Adoption of Bi-State Region Comprehensive Economic Development Strategy (CEDS) Progress Report 2017 Update. Ms. Berkley presented the final draft of the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report* that had been distributed at the March 22, 2017 meeting to Commissioners for review and provided to the public on the Bi-State website. Minor comments were received through the 30-day review regarding economic development related projects as noted in the projects list. Commissioners approved a resolution to adopt the 2017 CEDS Progress Report, and to submit the report to the Economic Development Administration.
6. Grants – Readiness, Successes, and Services for Members. Ms. Whitson informed Commissioners that Bi-State Regional Commission offers member governments a variety of services relating to grant activity. Services include assisting with writing grants, reviewing grant applications, providing adequate resources, developing a “letter of concurrence” providing Bi-State Regional Commission’s support for a particular project, and distributing notifications to member governments about upcoming grant opportunities. There are a number of grant opportunities available on the federal, state, and local levels in different fields such as transportation, public health, public safety, environmental planning, public works, economic development, and housing. An updated list of available grants and the maximum amount that may be requested can be found on Bi-State’s website at <http://bistateonline.org/2012-11-14-00-29-57/grant-writing-services>.

Ms. Whitson stated that grant readiness is also an important component and includes strategically prioritizing projects in the community and aligning goals and feasible projects with available grant cycles. Often times a match from the community is needed to pair with the potential grant, so having an accurate budget and secured leverage source for a match is beneficial. Registering at grants.gov is a must if a community is looking to apply for a federal grant, and also requires the process of acquiring a Dun and Bradstreet (DUNS) number. In addition, a System for Award Management (SAM) account is required at the time of a grant submission and throughout the duration of any federal award. Bi-State’s website has a grant readiness page to provide further tips and information. This site can be found at <http://bistateonline.org/2012-11-14-00-29-57/grant-readiness-and-administration>.

Ms. Whitson encouraged Commissioners and their staff to contact Bi-State’s Planning Department to receive further information on particular grants and how to get started.

7. Questions or Comments by Commissioners. There were no additional questions or comments by Commissioners.
8. Other Business. Ms. Bulat recognized Administrative Professionals Day by thanking Bi-State administrative staff members.
9. Adjournment. The meeting adjourned at 4:11 p.m.

Respectfully submitted,



Kathy Carroll-Duda
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING APRIL 30, 2017**

	<u>Balance April 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance April 30</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – April 1, 2017	\$ 557,986.77			
Add Deposits		\$ 229,024.65		
Less Transfers			\$ 234,604.74	
Balance – April 30, 2017				\$ 552,406.68
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – April 1, 2017	\$ 1,175.81			
Add Deposits		\$ 0.14		
Less Transfers			\$ 0.00	
Balance – April 30, 2017				\$ 1,175.95
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – April 1, 2017	(\$ 361,075.85)			
Add Deposits		\$ 131,224.50		
Less Checks Written			\$ 125,879.81	
Balance – April 30, 2017				(\$ 355,731.16)
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – April 1, 2017	\$ 1,868.53			
Add Deposits		\$ 103,369.14		
Less Checks Written			\$ 103,486.29	
Balance – April 30, 2017				\$ 1,751.38
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – April 1, 2017	<u>\$ 100,000.00</u>			
State Bank of Orion 12/25/16 – 6/25/17 (.20%)				
Add Investments Made		<u>\$ 0.00</u>		
Less Investments Matured			<u>\$ 0.00</u>	
Balance – April 30, 2017				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – April 1, 2017	<u>\$ 299,955.26</u>			
Deposits in April		<u>\$ 463,618.43</u>		
Withdrawals in April			<u>\$ 463,970.84</u>	
Balance – April 30, 2017				<u>\$ 299,602.85</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – April 1, 2017	<u>\$ 935,103.47</u>			
Add Deposits		<u>\$ 9,503.36</u>		
Less Withdrawals			<u>\$ 75.00</u>	
Balance – April 30, 2017				<u>\$ 944,531.83</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – April 1, 2017	<u>\$ 205,928.23</u>			
Add Deposits		<u>\$ 8,230.78</u>		
Less Withdrawals			<u>\$ 20.00</u>	
Balance – April 30, 2017				<u>\$ 214,139.01</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE MAY 24, 2017
BI-STATE REGIONAL COMMISSION MEETING**

Blackhawk Bank & Trust, VISA charge card expenses related to Illinois Intergov meeting; Managers and Administrators Committee meeting (cost reimbursed by participants); Chief Elected and Chief Administrative Officials (cost reimbursed by participants); 1 staff attending the Quad City Chamber Legislative trip to Washington, DC; 1 staff attending the Region 2 Transit Advisory Committee Spring Conference; Annual Membership and webinars to the Association of Pedestrian & Bicycle Professionals; office supplies	\$ 2,139.66
City of East Moline, Municipal Code Enforcement System proceeds	2,896.30
City of Rock Island, Municipal Code Enforcement System proceeds	27,435.73
The Roosevelt Group LLC, April 2017 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	20,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer (cost reimbursed by MUNICES)	<u>2,870.00</u>
TOTAL	<u>\$55,341.69</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 April – 83% of Year**

ADOPTED BUDGET:	\$2,073,608.00	EXPLANATION:
EXPENDED THROUGH APRIL:	\$ \$1,505,966.37 (72.6%)	
STAFF LEVEL BUDGETED:	25.00 F.T.E.	
STAFF LEVEL MAINTAINED:	21.25 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING APRIL:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Economic Development Plan; Website Transition Support; Rhubarb Festival Map; Census BAS Asst.

ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.; Planning Meeting.

ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Proposal; Census BAS Asst.

ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Development.

ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails Planning/Trails Grant Assistance; Census BAS Asst.

ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Trails Planning; Website Support; Census BAS Asst.

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; MPO Trans. Coord. STBG/TASA Funding Evaluation.

BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Website Support; Grant Application.

BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; IDPH Nutrition Grant.

CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.

CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning; GRT Coord.

COAL VALLEY – Joint Purch.; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Business Dev. Brochure; Mapping Asst; Census BAS Asst.

COLONA – Joint Purchasing; Floodplain; MPO Coord./IL84 Context Sensitive Solutions

CORDOVA – RICWMA Staffing; Riverfront Council; Website Support.

DAVENPORT – Air Quality Asst.; IAQC Transit Planner Coord.; Transit Planning; FTA 5339 Grant Admin.; Joint Purchasing; QCICNet; Riverfront Cnd.; RLF Loan Admin.; Scott Co. Housing Cnd.; Solid Waste Coord.; Dav. Schools Haz. Mit. Plan; Trails Planning; PICH-Safe Routes to Schools Planning; MPO Trans. Coord. & Traffic Data; STBG/TASA Funding Evaluation; Complete Streets Coord.; Grants and Mapping Assistance.

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 Evaluation; Trail Planning & GRT Coord.; Zoning Ordinance; Parcel Mapping Asst.; Census BAS Asst.; Grant Appl.

ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning; MPO Trans. Coord. STBG/TASA Funding Evaluation.

GALVA – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS Asst.

GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning; Zoning Map Update and Voting Districts Population Inquiry.

HAMPTON – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Census BAS Asst.

HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan./Coord.; Legis. Priorities Asst.; MPO Trans. Coord.; Zoning Review; Fact Sheet Update; Census BAS Asst.

HILLSDALE – Transit Mobility/HSTP Planning.

KEWANEE – Transit Mobility/HSTP Planning; Census BAS Asst.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Zoning/Subdivision Ordinances.

LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Planning Inquiries; Survey & Grant Assistance.

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

MILAN – E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Staffing; MPO Trans. Coord.; RLF Admin.; RMS Coord.; Interoperability Project; Cons. Dispatch Study Asst.; Fact Sheet Update; Hennepin Canal Trail Event Map, Logo & Brochure; Census BAS Asst.; Comp Plan Update Proposal.

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. STBG/TASA Funding Evaluation; PICH-Safe Routes to Schools Planning; Interop. Proj.; Census BAS Asst.

MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; Complete Streets Planning; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord.; Trails Use Count Collection; Port Study/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 Planning; Floodplain Mapping Meeting.

NEW BOSTON – Transit Mobility Coord./HSTP Planning.

OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.; Census BAS Asst.

ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Community Brochure Development/Photos; Census BAS Asst.

PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Census BAS Asst.

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

RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.; Census BAS Asst.

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; MPO Trans. Coord. & STBG/TASA Funding Evaluation; Census BAS Asst.

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; MPO Trans. Coord.; Enterprise Zone App.; Census BAS Asst.; Graphics Asst. – Business Cards; Forest Preserve Plan Update Proposal.

SCOTT COUNTY – Financial Mgmt. – Scott Co. KIDS and Scott Co. Hsg. Cnd.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet; Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Local Food Systems Coord.; Complete Streets Planning; 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; Zoning Review.

SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support; Census BAS Asst.

SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; QCICNet; RICWMA Stfg.; RMS Coord.; MPO Trans. Coord. STBG/TASA Funding Evaluation; Trails Planning & GRT Coord.; RLF Loan Admin.; Zoning Inquiry; Mapping Asst.; Census BAS Asst.

VIOLA – Transit Mobility/HSTP Planning; Graphics Asst.; Census BAS Asst.

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.; Traffic Counting Asst.; Solid Waste Coord.; MMRLF.

WINDSOR – Transit Mobility/HSTP Planning; CDBG Grant Asst; Census BAS Asst.

WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – April

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. 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. Facilitated park/rec directors meeting. Held planning meeting on land development around I-74 reconstruction. Submitted the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report* to the Economic Development Administration (EDA). Participated in EDA's quarterly conference call.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 14 data and map requests in April 2017 including 5 from local governments, 2 from private citizens, and 7 from non-profits. The data section of the Bi-State website had 27 page views. The data warehouse site (www.greaterqcregion.org) is being updated and had 165 visits and 263 page views. Staff continued to work on the Census Boundary and Annexation Survey (BAS).

Graphics/GIS/Mapping: Be Healthy QC (BHQC) – QCTrails.org Website and Safe Routes to Schools Mapping; Census Boundary and Annexation Survey (BAS) Program Coordination; QC Chamber Mapping; QC Street Map (Folded & Wall Versions) Distribution; QC Metro Area STBG Data/GIS; QC Metro Area Travel Model Data/GIS; Region-wide Aerial Photo Update Coordination; Travel Time Study 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 April 2017 was 2,092 and top pages viewed included: Home Page (568); I-74 Bridge Construction Update (335); Our Staff (86); Documents (83); Search (51); Contact Us (47); Quad Cities Metro Long Range Transportation Plan (43); Who We Are (43); and Average Daily Traffic Counts (38).

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, budget development, oversight, and management of waste disposal and recycling programs, including drop-off recycling program, reporting, and overall agency administration. Conducted recycling survey data collection for solid waste plan update. Attended XStream Clean-up 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. Started developing foundation grant request for alternative fuels/vehicles workshop. 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: utility supplies and copier paper. 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 and disaster readiness conference. Participated in Chamber QC Region-DC legislative priorities trip.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting cancellation notice and financial summary report. Provided information to potential applicants. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. 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. Coordinated transit alternatives and road congestion mitigation during I-74 reconstruction. Continued 2050 travel demand model development. Held Iowa interdisciplinary traffic safety meeting. Monitored status of bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. 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. Conducted trails counter analysis and research. Facilitated issues related to Bi-State Regional Trails Committee. Continued Complete Streets community policies effort. Participated in Partnership in Community Health (PICH) grant facilitation – Safe Routes to School and QCTrails.org. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program. Monitored MPO and Iowa Region 9 FY17 Transportation Planning Work Programs, and worked on finalizing FY18 TPWPs. 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. Initiated MPO & Region 9 FFY2018-21 TIPs. Continued MPO STBG and TASA funding evaluation process. Administered Iowa Quad Cities (IAQC) and Illinois Region 2 transit coordinator positions, and facilitated budget discussions. Administered Federal Transit Administration (FTA) 5339 grant process. Monitored status of implementation of passenger rail service to Chicago. Participated in webinars, workshops, and conferences on various transportation topics related to Complete Streets, walking, and bicycles.



Serving local governments in Muscatine and Scott Counties, Iowa;
Henry, Mercer and Rock Island Counties, Illinois.

RESOLUTION

BI-STATE REGIONAL COMMISSION ADOPTING THE FY2018 TRANSPORTATION PLANNING WORK PROGRAM, AUTHORIZING FILING OF GRANT APPLICATIONS AND EXECUTION OF GRANT CONTRACTS CONSISTENT WITH THE WORK PROGRAM

OFFICERS:

CHAIR
Carol Earnhardt

VICE-CHAIR
Ken "Moose" Maranda

SECRETARY
Kathy Carroll-Duda

TREASURER
Frank Klipsch

MUNICIPAL REPRESENTATIVES:

City of Davenport
Frank Klipsch, Mayor
Jason Gordon, Alderman
Jeff Justin, Alderman
Randy Moore, Citizen

City of Rock Island
Mike Thoms, Mayor
Vacant, Alderman

City of Moline
Stephanie Acri, Mayor
Mike Waldron, Alderman

City of Bettendorf
Bob Gallagher, Mayor

City of East Moline
Reggie Freeman, Mayor

City of Muscatine
Bob Bynum, Mayor Pro-Tem

City of Kewanee
Steve Looney, Mayor

City of Silvis; Villages of
Andalusia, Carbon Cliff,
Coal Valley, Cordova, Hampton,
Hillsdale, Milan, Oak Grove,
Port Byron, and Rapids City
Vacant

Cities of Aledo, Colona, Galva,
Geneseo; Villages of Alpha,
Andover, Annawan, Atkinson, Cambridge,
New Boston, Orion, Sherrard,
Viola, Windsor, and Woodhull
Kathy Carroll-Duda, Mayor, Geneseo

Cities of Blue Grass, Buffalo,
Eldridge, Fruitland, LeClaire,
Long Grove, McCausland,
Princeton, Riverdale, Walcott,
West Liberty, and Wilton
Marty O'Boyle, Mayor, Eldridge

COUNTY REPRESENTATIVES:

Henry County
Roger Gradert, Chair
Erik Brown, Member
Rex Kiser, Member

Mercer County
Vacant

Muscatine County
Jeff Sorensen, Chair
Bob Howard, Member

Rock Island County
Ken "Moose" Maranda, Chair
Kim Callaway-Thompson, Member
Scott Terry, Member
Elizabeth Sherwin, Citizen

Scott County
Carol Earnhardt, Chair
Ken Beck, Member
Tony Knobbe, Member
Jazmin Newton-Butt, Citizen

PROGRAM REPRESENTATIVES:

Ralph H. Heninger
Jerry Lack
Nathaniel Lawrence
Marcy Mendenhall
Rick Schloemer
Bill Stoerner
Jim Tank

Executive Director
Denise Bulat

- WHEREAS, the Bi-State Regional Commission serves local government within Scott and Muscatine Counties, Iowa and Rock Island, Henry and Mercer Counties, Illinois; and
- WHEREAS, the purpose and objectives of the Bi-State Regional Commission are to serve as a forum for intergovernmental cooperation, provide technical assistance, serve as an information clearinghouse for data and the intergovernmental project review process, assist in the allocation of state and federal funds and conduct regional studies; and
- WHEREAS, the Bi-State Regional Commission annually develops a transportation planning work program which describes all major transportation planning work tasks to be performed by its staff during the coming fiscal year; and
- WHEREAS, the federal and state agencies which provide funding for the activities described in the work program require submittal of grant applications and execution of contracts;

NOW, THEREFORE, BE IT RESOLVED by the Bi-State Regional Commission on this 24th day of May 2017 as follows:

1. That the FY2018 Transportation Planning Work Program contains major transportation work activities which are consistent with the purpose and objectives of the Commission;
2. That the Commission Chair, Secretary, and Executive Director, as appropriate, are hereby authorized to submit the necessary applications to the:
 - State of Illinois, Department of Transportation; and
 - State of Iowa, Department of Transportation;
3. That the appropriate Commission officials are authorized to execute the planning grants resulting from the above stated applications; and
4. That the appropriate Commission officials are authorized to furnish all assurances and additional information as may be required in connection with all grant applications and contracts.

SIGNED:

ATTEST:

by _____
Carol Earnhardt, Chair
Bi-State Regional Commission

by _____
Officer
Bi-State Regional Commission

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Serving local governments in Muscatine and Scott Counties, Iowa;
Henry, Mercer and Rock Island Counties, Illinois.

RESOLUTION

BI-STATE REGIONAL COMMISSION ADOPTING THE FY2018 REGION 9 TRANSPORTATION PLANNING WORK PROGRAM AUTHORIZING FILING OF GRANT APPLICATIONS AND EXECUTION OF GRANT CONTRACTS CONSISTENT WITH THE WORK PROGRAM

OFFICERS:

CHAIR
Carol Earnhardt

VICE-CHAIR
Ken "Moose" Maranda

SECRETARY
Kathy Carroll-Duda

TREASURER
Frank Klipsch

MUNICIPAL REPRESENTATIVES:

City of Davenport
Frank Klipsch, Mayor
Jason Gordon, Alderman
Jeff Justin, Alderman
Randy Moore, Citizen

City of Rock Island
Mike Thoms, Mayor
Vacant, Alderman

City of Moline
Stephanie Acri, Mayor
Mike Waldron, Alderman

City of Bettendorf
Bob Gallagher, Mayor

City of East Moline
Reggie Freeman, Mayor

City of Muscatine
Bob Bynum, Mayor Pro-Tem

City of Kewanee
Steve Looney, Mayor

City of Silvis; Villages of
Andalusia, Carbon Cliff,
Coal Valley, Cordova, Hampton,
Hillsdale, Milan, Oak Grove,
Port Byron, and Rapids City
Vacant

Cities of Aledo, Colona, Galva,
Geneseo; Villages of Alpha,
Andover, Annawan, Atkinson, Cambridge,
New Boston, Orion, Sherrard,
Viola, Windsor, and Woodhull
Kathy Carroll-Duda, Mayor, Geneseo

Cities of Blue Grass, Buffalo,
Eldridge, Fruitland, LeClaire,
Long Grove, McCausland,
Princeton, Riverdale, Walcott,
West Liberty, and Wilton
Marty O'Boyle, Mayor, Eldridge

COUNTY REPRESENTATIVES:

Henry County
Roger Gradert, Chair
Erik Brown, Member
Rex Kiser, Member

Mercer County
Vacant

Muscatine County
Jeff Sorensen, Chair
Bob Howard, Member

Rock Island County
Ken "Moose" Maranda, Chair
Kim Callaway-Thompson, Member
Scott Terry, Member
Elizabeth Sherwin, Citizen

Scott County
Carol Earnhardt, Chair
Ken Beck, Member
Tony Knobbe, Member
Jazmin Newton-Butt, Citizen

PROGRAM REPRESENTATIVES:

Ralph H. Heninger
Jerry Lack
Nathaniel Lawrence
Marcy Mendenhall
Rick Schloemer
Bill Stoerner
Jim Tank

Executive Director
Denise Bulat

WHEREAS, the Bi-State Regional Commission serves local government within Muscatine and Scott Counties, Iowa and Henry, Mercer, and Rock Island Counties, Illinois; and

WHEREAS, the purpose and objectives of the Bi-State Regional Commission are to serve as a forum for intergovernmental cooperation, provide technical assistance, serve as an information clearinghouse for data and the intergovernmental project review process, assist in the allocation of state and federal funds and conduct regional studies; and

WHEREAS, the Bi-State Regional Commission annually develops a transportation planning work program which describes all major transportation planning work tasks to be performed by its staff during the coming fiscal year for Region 9; and

WHEREAS, the federal and state agencies which provide funding for the activities described in the work program require submittal of grant applications and execution of contracts;

NOW, THEREFORE, BE IT RESOLVED by the Bi-State Regional Commission on this 24th day of May 2017 as follows:

1. That the FY2018 Transportation Planning Work Program for Region 9 contains major transportation work activities which are consistent with the purpose and objectives of the Commission;
2. That the Commission Chair, Secretary, and Executive Director, as appropriate, are hereby authorized to submit the necessary applications to the State of Iowa, Department of Transportation;
3. That the appropriate Commission officials are authorized to execute the planning grants resulting from the above stated applications; and
4. That the appropriate Commission officials are authorized to furnish all assurances and additional information as may be required in connection with all grant applications and contacts.

SIGNED:

ATTEST:

by: _____
Carol Earnhardt, Chair
Bi-State Regional Commission

by: _____
Officer
Bi-State Regional Commission

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Agenda

Community Improvement Action Team

Tuesday, May 23, 2017 – Noon

City Hall – Lower Level Conference Room

1. Call to Order
2. Approval of Minutes of the March 2017 regular meeting
3. Comments from citizens
4. Comments from Mayor Pro Tem
5. Blue Zones Update
6. Action Team Reports
 - a. Community Landscaping
 - b. Community Trails
 - c. Downtown
 - d. Community Art
 - e. Cultural
7. Next meeting date – to be determined

Community Improvement Action Team Meeting Minutes
City Hall – Lower Level Conference Room

March 28, 2017

CIAT Members

Alexander		A	Beckey	P		Broderon	P		Carlson		A
Conway	P		Dwyer	P		Fangman	P		Gobin		A
Jenkins	P		Klimes		A	Lande	P		Gordon	P	
Reed		A	Spread	P							

CIAT Guests

Anderson		A	Axel	P		Dindinger		A	Edgmond	P	
Fiedler		A	Gordon	P		Hansen		A	Hill		A
Maharry	P		Mandsager		A	Morris		A	Morrow		A
Reichert		A	Sayles	P		Stineman		A	Thompson		A
Weiss		A									

Meeting called to order by: Rich Dwyer - Time: Noon

Motion to approve minutes of the February 2017 regular meeting. Moved by Lande, Second by Axel
All ayes: Motion carries.

Rich introduced goals set for this meeting to include: 1. Polling the group to select the top 3 names to identify and focus on the “why” we need to have these projects completed and get a story line prepared for the public. 2. Rich and Greg J. to develop a broad scope of the project for publicity and fund raising purposes. Rich asked Andrew Fangman to get a target dollar amount of money needed from the community.

- **Comments from Citizens:** None heard.
- **Comments from Mayor:** Mayor Broderon discussed the State and County Mayors Monarch Pledge Group (Muscatine Pollinator Project) goals which include protecting the environment and habitat to encourage the pollinators to stay in the area. The Mayor felt these goals coordinated with the CIAT Trails and dog park projects.
- **CAT Grant Overview –**
 - o Deep Lakes Park Project – None
 - o Dog Park Update – Grass mowing volunteers are needed.
 - o Trails
 - Jim Edgmond and John Sayles gave an update on the progress of the trail systems including: Deep Lake Park bids are in for construction starting in April, West Side Trail route study RFP is drafted, Leadership Muscatine Trail Head project for water at River Road to be completed mid-April and the Monsanto trails route project is waiting for bids.
 - o Riverside Park Master Plan – May 10 will be the next public presentation.
 - o The old “Barn” in Discovery Park was discussed by Shelly Maharry. Goals include an architect plan for updating the restroom space and the staging area to improve the site for community use for potential concerts and art functions. Discussion was heard to consider the Barn site as part of the CAT Grant.

Rich directed the group conversation for names and ideas to select a new “tag line”. This ideally will help explain “why we are doing this” and help get our message across.

Group participation comments for a starting point for the message included: keep Muscatine relevant, discovery, alive-caring-growth, celebrate our community together, pride, economic development, insure a bright community future, marry our past with our future, building a great future for continual improvement, build it together, building the reason to call Muscatine home, we deserve it, attractive place to live, something for everybody, spirit – mind – body, hometown pride, positive community, core values, keep us all young & keep us here, Muscatine spirit for everyone, business growth, great to be alive, make Muscatine a cool place to live, be neighborly.

Votes for the most popular slogan: Make Muscatine a Cool Place to Live (12) Alive – Caring – Growth (8) Great to be Alive! (7) Insure a bright community future (7)

Rich discussed the previously submitted tag line ideas including:: Keep Muscatine Fresh, Project 2020, New Pearls, Bridge to the Future, Bright Future Project, Explore Muscatine III, Enhancing the “Zone”, Riverfront Revival, Bridge to Parks, Roads and Paths to the Riverfront, Riverfront – Quality of Life, Follow the River – Moving Forward, Pearl 3, Muscatine Proud, Muscatine Bold, Muscatine Gems, Pearl Proud, Pearl Bold, Pearl Gems, Pearl 2020 and The 2020 Pearl.

Group ideas brought forward today included: Take Me to the River, New Pearls, Celebrate Muscatine, River Spirits, A River Revival, and A Pearl to Progress, Forward Focused, River Pearls, Cultured Pearls, Pearl Zone, Mississippi Proud, and Pearls of Progress.

Attendees were asked to vote for their top 3 choices:

1. Take Me to the River # 2 Pearls of Progress # 3 Mississippi Proud

Attendees re-voted for the top selection: Pearls of Progress

Rich noted this information will be considered when the Community Branding Committee meets again.

Meeting adjourned 1:05 P.M.

Respectfully Submitted: Susan Fulton



1459 Washington St.
Muscatine, IA 52761-5040
(563) 263-8933
Fax (563) 263-2127

Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Brian Stineman, Director Public Works
CC: Gregg Mansager, City Admin.
FROM: Jim Edgmond, City Engineer
DATE: May, 12 2017
RE: Additional Intern for this summer's construction

INTRODUCTION:

Due to the large amount of construction this summer and with the staff availability to share between departments being lower than last summer, the City needs more assistance with the construction observation than one intern can supply.

BACKGROUND:

The Mississippi Drive Corridor Project is a large project and a very complex project. In addition to this, the City also has the sewer separation project in full force and the trail project will also be starting soon. This trail project will require full time inspection as part of the funding agreement. In addition, this year, we are going to reconstruct Cleveland Street and do a concrete patching program and a sidewalk program later in the summer. This amount of construction is far past the ability of the current staff to provide effective construction observation and management. Because of these projects I am requesting the City approve using another intern, which would be financed out of the Mississippi Drive transfer of Jurisdiction (TJ) funds at an amount not to exceed \$7,000.00. Public Works during the interview process has identified another outstanding candidate for this work that lives in Muscatine.

RECOMMENDATION/RATIONALE:

Request approval of the expenditure from the TJ funds for not to exceed \$7,000.00 for addition intern to help with construction observation.

BACKUP INFORMATION: NA