

## City Administrator Report to Mayor & City Council

2017-06-23, Edition No. 271

### WEEKLY UPDATE:

- Hotel/Motel: Attached is a copy of the hotel/motel tax for the January - March 2017 quarter. The spreadsheet shows a favorable quarter compared to last year.
- Storm: Due to the storm and time of year, we were not able to complete a budget amendment prior to June 30th. Finance reviewed this with the State and due to the 10 day publication requirement, there was not sufficient time for the publication of the hearing notice and Council action to approve an amendment. The most significant storm-related cost is for the Library including the roof repair, water extraction, computer replacements, etc. To avoid an overrun in the Buildings and Grounds budget, the Library building-related costs will be charged to the Deferred Maintenance Capital Projects Fund. Capital projects in total should still be less than the budgeted amount even with adding these costs. The insurance reimbursement will then be credited back to that same capital project fund when it's received. The Library computers will be charged to the Library Computer Replacement fund and this will not result in a budget overrun in that fund. And again, the insurance reimbursement will be credited back to that fund. Other departments are delaying until July 1, when possible, repairs with significant costs. Any critical items will be done yet this fiscal year. If the storm-related costs result in exceeding any budget function, we will explain the emergency circumstances in the audit.
- MFPRSI: Please find attached the REVISED MFPRSI Board Meeting Agenda for the forthcoming meeting on June 29, 2017.
- Bi-State: Attached is the June Commission Packet. The meeting is scheduled for Wednesday, June 28, 2017.
- Library: DPW Director Stineman spoke with ServPro this afternoon regarding the question of mold and humidity. At this time they do not feel that mold will be an issue because we began drying almost immediately. They tell me that it takes 3-5 days without drying for mold to form. ServPro is monitoring the humidity levels and watching for mold but at this time they are comfortable letting us back into the building after they remove their equipment. If we notice any mold forming they will come back and remove it immediately but again they do not anticipate this and will continue to monitor the situation.
- Library: The Library received a gift of \$10,000 towards a portable outdoor stage. The stage combines forward thinking about libraries, the arts and a commitment to the downtown.
- Roundabouts: Attached are the information slides on navigating a single-lane roundabout (motorists, cyclists, pedestrians) and another on roundabout statistics.
- Carver Corner: We plan to get proposals on salvage and demolition for the TeStrake Building ASAP. Then we will follow up on the remainder of the buildings. DPW is placing fencing and signage to keep folks out of the building.
- 4th Street - 4th Street will be opened back up today, but it will still need crack sealing as it is too wet today. Hopefully, tomorrow.

**City of Muscatine**  
**Hotel/Motel Tax Receipts**  
**1981 Through the Quarter Ended March 31, 2017**  
**Calendar Year Basis**  
**(Reflects Sales Tax for the Quarter Indicated Received by the City in the Following Quarter)**

	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>	<b>1985</b>	<b>1986</b>	<b>1987</b>	<b>1988</b>	<b>1989</b>	<b>1990</b>
<b>Quarter Ended:</b>										
March 31	N/A	\$ 19,232.96	\$ 18,681.98	\$ 20,297.13	\$ 18,009.11	\$ 16,709.02	\$ 17,009.89	\$ 17,569.02	\$ 23,469.48	\$ 26,448.19
June 30	22,524.49	21,870.19	21,848.36	21,360.82	20,456.33	16,722.85	17,434.77	20,999.14	24,891.65	30,498.07
September 30	22,943.58	22,440.75	22,663.46	22,541.57	21,131.85	20,424.40	17,824.69	26,701.15	29,046.75	32,003.03
December 31	20,019.16	17,739.93	20,000.55	18,367.11	15,842.84	14,163.27	21,787.58	21,108.93	23,155.62	22,971.37
<b>Totals</b>	<b>\$ 65,487.23</b>	<b>\$ 81,283.83</b>	<b>\$ 83,194.35</b>	<b>\$ 82,566.63</b>	<b>\$ 75,440.13</b>	<b>\$ 68,019.54</b>	<b>\$ 74,056.93</b>	<b>\$ 86,378.24</b>	<b>\$ 100,563.50</b>	<b>\$ 111,920.66</b>

	<b>1991</b>	<b>1992</b>	<b>1993</b>	<b>1994</b>	<b>1995</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>
<b>Quarter Ended:</b>										
March 31	\$ 24,305.78	\$ 27,711.87	\$ 60,894.40	\$ 24,483.42	\$ 44,578.12	\$ 51,405.94	\$ 54,742.68	\$ 61,102.75	\$ 67,404.48	\$ 59,417.74
June 30	31,847.41	54,074.28	56,858.82	82,397.18	76,758.21	68,952.70	74,099.44	82,774.25	73,742.69	74,119.67
September 30	34,881.63	62,854.35	67,253.12	79,392.19	70,042.93	78,281.78	76,141.18	86,567.88	96,915.22	76,958.27
December 31	25,472.90	33,368.49	55,666.56	42,913.95	66,771.86	60,657.31	66,553.96	71,106.50	63,865.01	78,280.53
<b>Totals</b>	<b>\$ 116,507.72</b>	<b>\$ 178,008.99</b>	<b>\$ 240,672.90</b>	<b>\$ 229,186.74</b>	<b>\$ 258,151.12</b>	<b>\$ 259,297.73</b>	<b>\$ 271,537.26</b>	<b>\$ 301,551.38</b>	<b>\$ 301,927.40</b>	<b>\$ 288,776.21</b>

	<b>2001 (#3)</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Quarter Ended:</b>										
March 31	\$ 69,292.78	\$ 58,990.57	\$ 57,351.91	\$ 69,710.27	\$ 79,835.21	\$ 72,552.48	\$ 71,768.06	\$ 67,766.16	\$ 66,267.81	\$ 61,255.18
June 30	106,317.92	77,900.53	80,745.70	91,181.51	93,847.60	90,337.59	100,316.37	91,518.91	78,997.38	92,787.24
September 30	76,274.37	72,877.04	81,699.38	84,352.24	75,707.03	92,400.28	108,581.41	122,708.53	89,635.77	92,418.76
December 31	63,041.37	63,679.21	68,206.60	69,540.31	67,478.39	74,333.00	98,387.80	76,380.57	58,594.48	73,512.88
<b>Totals</b>	<b>\$ 314,926.44</b>	<b>\$ 273,447.35</b>	<b>\$ 288,003.59</b>	<b>\$ 314,784.33</b>	<b>\$ 316,868.23</b>	<b>\$ 329,623.35</b>	<b>\$ 379,053.64</b>	<b>\$ 358,374.17</b>	<b>\$ 293,495.44</b>	<b>\$ 319,974.06</b>

	<b>2011 (#4)</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Quarter Ended:</b>							
March 31	\$ 97,259.96	\$ 65,312.80	\$ 76,008.31	\$ 87,924.55	\$ 61,324.69	\$ 58,769.22	\$ 86,777.60
June 30	100,472.96	88,516.82	100,435.65	114,264.99	80,769.29	104,942.81	
September 30	78,823.22 *	89,285.49	96,330.15	123,794.51	110,093.27	128,105.11	
December 31	115,118.50 *	69,971.65	116,521.58	87,980.48	87,997.63	102,700.22	
<b>Totals</b>	<b>\$ 391,674.64</b>	<b>\$ 313,086.76</b>	<b>\$ 389,295.69</b>	<b>\$ 413,964.53</b>	<b>\$ 340,184.88</b>	<b>\$ 394,517.36</b>	<b>\$ 86,777.60</b>

Hampton Inn  
opened late in  
2010

\* One permit had not  
finished processing for  
the 9/30/11 quarter; funds were  
included in the next quarter

**Notes:**

1. Hotel/motel tax implemented 4-1-81 at a rate of 4%.
2. Hotel/motel tax increased to 7% effective 4-1-92
3. Hotel/motel tax for quarter ended June 30, 2001 included \$21,705.23 for prior quarters per State (late payments plus interest).
4. Hotel/motel tax for quarter ended March 31, 2011 includes \$5,345.83 for the prior quarter.

Prepared/Updated by: City Finance Dept. (NL)

Date: 6-16-17

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES  
MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA  
THURSDAY, JUNE 29, 2017 10:00 am**

LOCATION: MFPRSI OFFICES 7155 LAKE DRIVE SUITE 201, WEST DES MOINES, IA, 50266  
OFFICE PHONE: (888) 254-9200

***PRELIMINARY AGENDA [See Notes 1, 2, 3, 4 below]***

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**MANAGERS**

- A. SERVICE FIRMS REVIEW: INVESTMENT MANAGERS

**CONSENT ITEMS**

- MINUTES B. MINUTES AND SCHEDULES  
1. REVIEW & APPROVAL OF MINUTES OF PREVIOUS MEETING(S)  
2. SCHEDULES – CALENDARS – CONTRACT SUMMARY

- ACTIVITY C. BENEFIT ACTIVITY REPORTS  
1. COMMUNICATION PROGRAM ACTIVITY  
2. DROP PROGRAM ACTIVITY UPDATE  
3. SUSPENSION & WITHHOLDING REPORT

- PROJECTS D. DEVELOPMENT PROGRAM REPORTS  
1. LEGISLATIVE REPORT

**DISCUSSION/ACTION ITEMS**

- E. FINANCIAL REPORTS  
1. STATUS & ANY PROPOSED MODIFICATION OF THE BUDGET
- F. BOARD INQUIRIES & ANY MISC. DISCUSSION ITEMS  
1) Administration Goals
- G. DISCUSSION OF LEGAL MATTERS, IMMINENT/PENDING LITIGATION CASES (Tribune Company & Volkswagen)

- H. CONSIDERATION OF & DETERMINATION ON APPEAL CASE (MOORE)
- I. INVESTMENT PROGRAM UPDATE
  - 1) 2017 Real Estate Commitment Recommendation
  - 2) Fixed Income Portfolio Review
- J. INVESTMENT PERFORMANCE REPORT
- K. MORTALITY IMPROVEMENT RECOMMENDATION
- L. BOARD EDUCATION: FIDUCIARY RESPONSIBILITY & NATIONAL PENSION LEGISLATION
- M. ADMINISTRATIVE RULES
- N. CONSIDERATION OF WAIVER REQUEST (SULLIVAN)
- O. DISCUSSION OF IMMINENT LITIGATION – Vote may be considered to go into closed session.

NOTES: 1) Subject to additions & modifications as topics develop. At the discretion of the Chairperson of the Board, the scheduling of individual subjects during the meeting may be adjusted to facilitate the efficient utilization of time. 2) You are hereby notified that the above-named public body will hold a meeting at the dates, time and place specified. A vote may be considered to go into closed session pursuant to Iowa Code 21.5(c)(f). 3) Consent Agenda: Subjects that require only consent or approval by the Board of Trustees, including informational topics. Subjects upon which information is provided for the Board but which will not be reviewed at the Board meeting except at the request of an individual Board member or the administration. 4) The Board of Trustees will work through the agenda until completion. Breaks will occur periodically as deemed necessary by the Board chairperson.

**NEXT BOARD MEETING: August 24, 2017**

## MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

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

FINANCIAL  
(green)

ACTION NEEDED  
(yellow)

INFORMATIONAL  
(white)

X  
X  
  
X  
X  
  
X

X  
X  
  
X  
  
  
X

X

1. Approval of the May 24, 2017 Minutes (See enclosed) – Carol Earnhardt, Chair
2. Treasurer’s Report (See enclosed) – Frank Klipsch, Treasurer
3. Finance and Personnel Committee/Financial Matters – Marty O’Boyle, Finance and Personnel Committee Member
  - a. Bills (See enclosed)
  - b. Report on Progress on Commission’s FY 2017 Program Budget as of 5/31/2017 (See enclosed)
  - c. Contracts/Grants for Consideration

I.	Emergency Telephone System Board	Staff Support	Actual Costs	7/1/17-6/30/18
II.	Rock Island County Waste Management Agency	Staff Support	Actual Costs	7/1/17-6/30/18
III.	Scott County Kids	Financial Management	Actual Costs	7/1/17-6/30/18
IV.	Scott County Housing Council	Financial Management	Actual Costs	7/1/17-6/30/18
V.	Rock Island Arsenal Development Group	Financial Management	Actual Costs	7/1/17-6/30/18
VI.	Iowa Association of Regional Councils	Iowa Department of Economic Development for planning assistance to local governments	\$11,176	7/1/17-6/30/18

VII. Other Contracts/Grants

X  
  
  
X

X  
  
  
X

X

- d. Consideration of Recommended FY2018 Commission Planning Budget (The budget was distributed at the May 24, 2017 Commission meeting, and a detailed review was presented at the meeting) – Denise Bulat, Executive Director
4. Commission Committee Assignment Updates for 2017-2018 – Carol Earnhardt, Chair
5. Annual Report on Tourism Activities – Joe Taylor, Quad Cities Convention & Visitors Bureau; Jodi Hansen, Muscatine County Visitors Bureau; Cheryl Osborne, Henry County Visitors Bureau
6. Questions or Comments by Commissioners
7. Other Business
8. Adjournment

**NEXT MEETING:** **Wednesday, July 26, 2017 – 3:30 p.m.**  
Scott County Administrative Center  
600 West Fourth Street  
Davenport, IA

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

Wednesday, May 24, 2017, 3:30 p.m.  
Scott County Administrative Center  
600 West Fourth Street  
Davenport, IA

**MEMBERS PRESENT:** Earnhardt – Treasurer, Acri, Beck, Brown, Carroll-Duda, Freeman, Gallagher, Geenen, Gordon, Gradert, Heninger, Klipsch, Lack, Lawrence, Maranda, Mendenhall, O’Boyle, Schloemer, Sherwin, Stoermer, Tank, Terry, Thoms, Waldron

**MEMBERS ABSENT:** Bynum, Callaway-Thompson, Howard, Justin, Kiser, Knobbe, Looney, Moore, Newton-Butt, Sorensen

**OTHERS:** Brian Roth, Stanley Consultants

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

Chair Earnhardt called the meeting to order at 3:34 p.m. and asked for introductions of those present.

1. **Approval of the April 26, 2017 Minutes.** Mayor Klipsch moved to approve the minutes of the April 26, 2017 meeting as presented. Mr. Maranda seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Mayor O’Boyle presented the Treasurer’s Report for the month ending April 30, 2017, noting an ending total bank and book balance of \$299,602.85. Mr. Stoermer moved the report be accepted as written and mailed. Mayor Gallagher seconded the motion, and it passed unanimously.
3. **Finance and Personnel Committee.**
  - a. **Bills.** Mayor O’Boyle presented the bills totaling \$63,307.11, as listed on the following bills listing:

**Bills List**

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 2,870.00  
 (cost reimbursed by MUNICES)

Addendum

Brandon Melton, education reimbursement	2,329.35
Rock Island County Treasurer	5,636.07
06/2017                      Rent	\$4,618.38
06/2017                      Internet Access	88.00
05/2017    Managed Print Services	323.72
04/2017                      Postage	409.28
04/2017                      Printing	27.00
04/2017                      Supplies	85.35
04/2017                      Cell Phone	*
*(Partial costs reimbursed by HCEDP)	84.34

Mayor O’Boyle moved approval of the bills totaling \$63,307.11 as presented above. Mr. Terry seconded the motion, and it passed unanimously.

b. Report on Progress on Commission’s FY 2016-17 Program Budget as of April 30, 2017. Mayor O’Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 83.0% through the fiscal year with 72.6% expended and within budget.

c. Contracts/Grants for Consideration. Ms. Bulat presented the following contract for consideration

- Contract with the Village of Andalusia Code of Ordinances’ Update in the amount of \$8,965 for the period June 1, 2017 – May 31, 2018.

Mr. Tank moved approval of the contract. Ms. Sherwin seconded the motion, and it passed unanimously.

d. Presentation of Recommended FY2018 Commission Planning Budget. Ms. Bulat Executive Director, reviewed the draft FY 2018 Budget as recommended by the Finance and Personnel Committee. She reported revenues for FY 2018 are projected to be down slightly by 0.3% from the current year, primarily due to the completion of grant. Dues for Bi-State’s member governments will not increase. Of member dues, 63.8% are used to match federal and state grant funding. Continuation of the merit performance review program, with a projected average of 2.5%, is recommended along with a 2.0% across the board annual wage adjustment. The budget will lay on the table and be considered for approval at the June 24, 2015 Commission meeting.

4. Presentation and Consideration of Resolutions Supporting the FY2018 Quad Cities and Region 9 Transportation Work Planning Programs (TPWPs). Ms. McCullough reported that as part of the Bi-State Regional Commission agency budgeting process, staff annually prepare the Transportation Planning Work Programs (TPWPs) for the Quad Cities metropolitan planning area (MPA) and Region 9, serving rural Scott County and Muscatine County. The TPWPs reflect staff work/tasks/activities for the upcoming fiscal year 2018, and include budgets for transportation planning short and long-range activities, delineating federal, state, and local planning funds. Activities include staffing transportation meetings, technical assistance, such as grant writing and traffic or trail studies/analysis, as well as the development of various modal planning and transportation funding programming. These activities represent nearly 50% of the Bi-State

Regional Commission budget as a whole, and are supported with matching funds from membership dues.

The transportation planning effort for metro transportation planning amounts to \$845,641 in federal, state and local funding for the metro area. Additionally, some a planning study for trails and greenways in Rock Island County area and transit planning are noted in the metro area work program. In Region 9, a total effort of \$61,345 is planned. The Region 9 program utilizes \$9,468 in local Surface Transportation Block Grant (STBG) Program carryover funds to support the planning effort.

Overall, federal funding under the FAST Act (Fixing America’s Surface Transportation) is flat and reflects the challenges faced nationally to find revenue sources to replenish the Highway Trust Fund in order to improve the nation’s and our Region’s transportation network.

Mayor Klipsch moved approval of the resolutions to authorize application of the federal transportation planning grants and execute the respective grant agreements as presented. Mr. Maranda seconded, and the motion carried unanimously.

5. Questions or Comments by Commissioners. Mayor Klipsch welcomed the newest members to the Commission board and thanked them for their service to the community.
6. Other Business. There was no other business.
7. Adjournment. The meeting adjourned at 4:13 p.m.

Respectfully submitted,



Kathy Carroll-Duda  
Secretary

**BI-STATE REGIONAL COMMISSION  
TREASURER'S REPORT  
FOR THE MONTH ENDING MAY 31, 2017**

	<u>Balance May 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance May 31</u>
<b>GENERAL SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2017	\$ 552,406.68			
Add Deposits		\$ 540,980.56		
Less Transfers			\$ 461,151.36	
Balance – May 31, 2017				\$ 632,235.88
<b>RLF SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2017	\$ 1,175.95			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – May 31, 2017				\$ 1,176.10
<b>CHECKING ACCOUNT BANK AND BOOK BALANCE:</b>				
Balance – May 1, 2017	(\$ 355,731.16)			
Add Deposits		\$ 373,470.76		
Less Checks Written			\$ 176,849.64	
Balance – May 31, 2017				(\$ 159,110.04)
<b>PAYROLL ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2017	\$ 1,751.38			
Add Deposits		\$ 103,421.40		
Less Checks Written			\$ 103,517.02	
Balance – May 31, 2017				\$ 1,655.76
<b>INVESTMENT ACCOUNTS BANK &amp; BOOK BALANCE:</b>				
Balance – May 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 – May 31, 2017				<u>\$ 100,000.00</u>
<b>TOTAL BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2017	<u>\$ 299,602.85</u>			
Deposits in May		<u>\$1,017,872.87</u>		
Withdrawals in May			<u>\$ 741,518.02</u>	
Balance – May 31, 2017				<u>\$ 575,957.70</u>
<b><u>PASS THROUGH FUNDS</u></b>				
<b>BI-STATE RLF ACCOUNT:</b>				
Balance – May 1, 2017	<u>\$ 944,531.83</u>			
Add Deposits		<u>\$ 95,950.80</u>		
Less Withdrawals			<u>\$ 67,692.61</u>	
Balance – May 31, 2017				<u>\$ 972,790.02</u>
<b>MERCER-MUSCATINE RLF ACCOUNTS:</b>				
Balance – May 1, 2017	<u>\$ 214,139.01</u>			
Add Deposits		<u>\$ 25,839.44</u>		
Less Withdrawals			<u>\$ 35.00</u>	
Balance – May 31, 2017				<u>\$ 239,943.45</u>

**BILLS TO BE CONSIDERED FOR APPROVAL  
AT THE JUNE 28, 2017  
BI-STATE REGIONAL COMMISSION MEETING**

Blackhawk Bank & Trust, VISA charge card expenses related to Illinois & Iowa (cost reimbursed by participants) Intergov meetings; Managers & Administrators Committee meeting (cost reimbursed by participants); Iowa Association of Regional Councils meeting; Chief Elected & Administrative Officials (cost reimbursed by participants); 1 staff attending the 2017 National Regional Transportation Conference; 1 staff attending the Land Use, Economic Development & Zoning Conference; 1 staff attending the 16 <sup>th</sup> TRB National Transportation Planning Applications Conference; 1 staff attending the Grant Administrator Training; 1 staff attending the Human Services Transportation Plan meeting; office supplies	\$ 2,797.22
The Roosevelt Group LLC, May 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 May 2017 services (cost reimbursed by MUNICES)	<u>3,255.00</u>
<b>TOTAL</b>	<b><u>\$26,052.22</u></b>

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 May – 92% of Year**

<b>ADOPTED BUDGET:</b>	<b>\$2,073,608.00</b>	<b>EXPLANATION:</b>
<b>EXPENDED THROUGH MAY:</b>	<b>\$ \$1,653,631.21 (79.7%)</b>	
<b>STAFF LEVEL BUDGETED:</b>	<b>25.00 F.T.E.</b>	
<b>STAFF LEVEL MAINTAINED:</b>	<b>21.5 F.T.E.</b>	

**MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING MAY:**

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.; Grants Inquiry

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 Grant & Plan Update; MPO Trans. Coord. STBG/TASA Funding Evaluation; Complete Streets.

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

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, GIT 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.

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.; STBG/TASA Funding Evaluation; Complete Streets Coord.; Grants 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 Orientation, Trans. Coord. STBG/TASA Funding Evaluation; Passenger Rail Inquiry; Trail Planning & GIT Coord.; Zoning Ordinance; Parcel Mapping Asst.; 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; 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.; NHS/FFC 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; Comp Plan Proposal; Strategic Planning.

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

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 Orientation; 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.

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; Grant Application.

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 Orientation; 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.; NHS/FFC Review; Enterprise Zone App.; Census BAS Asst.; Forest Preserve Plan Update Proposal; JAG Grant.

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 & Grant Appl.; 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 & GIT Coord.; RLF Loan Admin.; Zoning Inquiry; Census BAS Asst.

VIOLA – Transit Mobility/HSTP Planning; 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.; 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 – May**

**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. Attended CDBG training. Participated in ILAPA Conference.

### **DATA/GRAPHICS/MAPPING/ON-LINE SERVICES**

**Data Center:** Staff responded to 13 data and map requests in May including 7 from local governments, 1 from a business, 4 from private citizens, and 1 from a non-profit. The data section of the Bi-State website had 36 page views. The data warehouse site ([www.greaterqcregion.org](http://www.greaterqcregion.org)) is being updated and had 370 visits and 489 page views. Staff completed 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 Urban Area and Region 9 STBG/TIP/TASA Data/GIS/Mapping & Document Production; 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 May 2017 was 2,864 and top pages viewed included: Home Page (735); I-74 Bridge Construction Update & Page (451); Documents (172); Search (166); Our Staff (100); Who We Are (64); Quad Cities Metro Long Range Transportation Plan (43); Our Board (42); and Average Daily Traffic Counts (40).

**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. Submitted 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: calendars and printer supplies. 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 exercise.

**REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program:** Prepared meeting cancellation notice and financial summary report. Provided information to potential applicants. Met with Moline business on project. Closed on Silvis business loan. 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 travel time corridor monitoring and trails counter analysis. Facilitated issues related to Bi-State Regional Trails Committee. Continued Complete Streets community policies effort and held workshop. 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 RFP development. 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. Continued MPO & Region 9 FFY2018-21 TIPs updates. Programmed MPO STBG and TASA funding. 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 Iowa Passenger Summit, transportation planning applications, land use, walking, and bicycles.

# Navigating a single-lane roundabout



## MOTORISTS

- 1 **Approach:**  
Slow down to the posted speed. Yield to pedestrians in the crosswalk; they have the right-of-way.
- 2 **Enter:**  
Yield to vehicles in the roundabout. Wait for a gap in traffic, and merge into traffic in the roundabout in a counterclockwise direction.
- 3 **Proceed:**  
Continue through the roundabout until you reach your street. Never stop in the roundabout.
- 4 **Exit:**  
Signal, then exit the roundabout to your right. Yield to pedestrians in the crosswalk.

Approaching vehicles must yield to pedestrians in the crosswalk and to traffic in the roundabout.



## PEDESTRIANS

- 1 **Approach:**  
At the pedestrian crosswalk, look LEFT.
- 2 **Cross:**  
Cross to the raised or painted splitter or refuge. Look RIGHT. Finish crossing to the opposite sidewalk.

Never walk through a roundabout or cross the center island.



- A Splitter or Refuge
- B Crosswalk
- C Center Island



## CYCLISTS

Generally, cyclists should walk their bicycles across the pedestrian crosswalk.

Experienced cyclists may navigate roundabouts like motorists. Do not hug the curb. Ride in the middle of the lane to prevent vehicles from passing you. Yield to pedestrians in crosswalks.

<b>KEY</b>		= Pedestrian Crosswalk Sign		= Yield Sign

Please note that these roundabout diagrams are examples only and do not represent all roundabout designs.

NUMBERS

# ROUNDABOUTS

**89%** reduction in **FATAL** crashes

**75%** reduction in **INJURY** crashes

**40%** reduction in all crashes

*Roundabouts eliminate T-Bone and Head-On crashes that occur at traditional intersections and are the leading cause of injury related crashes.*

### Key Characteristics of a Roundabout



**15-20** mph average speeds



easier to react to pedestrians and merge with vehicles

only

**8** conflict points vs. **32** conflict points in a traditional intersection

Keeps traffic moving:  
**Reduced stopping and starting time.**  
**Reduced idling time.**



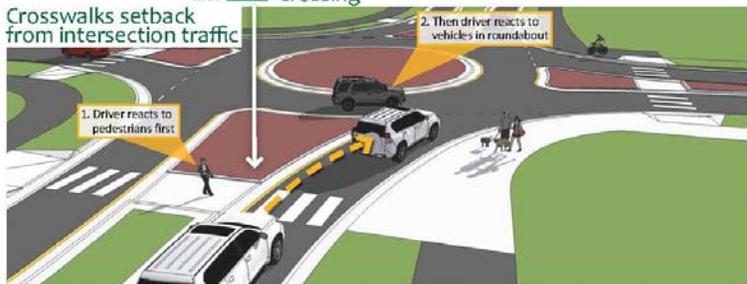
### Pedestrian Safety:

**1/2** the pedestrian crossing distance vs. a traditional intersection crosswalk

pedestrian refuge allows for shorter crossing distance with **2** stage crossing

**83%** of vehicles yield to pedestrians in a roundabout vs. **7%** in a traditional intersection

### Crosswalks setback from intersection traffic



The center island is designed to allow large vehicles/trucks to drive up and over the curb to proceed through the intersection.



**BOLTON & MENK**  
Real People. Real Solutions.