

City Administrator Report to Mayor & City Council

2017-11-03, Edition No. 285

WEEKLY UPDATE:

Reminder:

City Council Goal Session: 11/16/17@ 5:30PM.

CA Annual Evaluation: 11/14/17 @ 5:30PM. Please submit forms by Monday, November 6th at 5pm or early next week. This will give me time to consolidate the forms. Thanks!

Weekly Update:

- Riverfront: A copy of the original and last night's presentation can be found on the City's website: <http://www.muscatineiowa.gov/821/Mississippi-Riverfront-Project>
- Population: The City's current population estimate from the Census Bureau is 23,914.
- Second Street: Parking signage has been installed. Notices are going out to 2nd Street businesses and parking attendants will be flexible with enforcement next week providing warnings.
- Boat Dock Fueling: Please note in response to council's question - according to the latest version of the International Fire Code it is required to have an attendant on duty whenever the facility is open. Attached the section of the code 2310.3.2 that details this. This was also confirmed with our Fire Department. The 2015 version is the latest version of the International Fire Code.
- Bi-State: Attached please find a copy of the Commission in Review for September and October 2017. Please forward this report to each of the elected Board or Council members in your jurisdiction, as applicable. The Commission in Review is intended to assist the over 400 elected officials from our member governments in being better informed of their Commission's activities. If you have any questions or suggestions regarding the content or format of this report, please do not hesitate to contact me. Sarah Grabowski, Desktop Publisher, Bi-State Regional Commission
- Projects: Please see the attached notes from the 11/1/17 Project Team Meeting.
- Goal Session: Staff has conducted its annual review and update of the city-wide goals for council review and consideration. In past budget sessions we have discussed bringing in an outside third party. In doing some research, Lyle Sumek's firm keeps coming up as a well respected and much used firm across the state. The main issue is cost. It seems these sessions (sometimes a week long) cost anywhere from \$15,000 to \$30,000. However, I have heard that most feel the funds are very well spent following their sessions with Lyle. After staff discussion, we will be recommending this process at budget time. While those noted below conduct these sessions on an annual basis, perhaps every three

years would be a good way to start. Here are a few examples of the work:

- Goals/Strategic Plan: Lyle Sumek Associates
- Bettendorf: <https://www.bettendorf.org/departments/division.php?structureid=267>
- Clive: <http://www.cityofclive.com/about-clive/clive-strategic-plan>
- Urbandale: <http://www.urbandale.org/328/Strategic-Priorities>
- Waukee: <http://www.waukee.org/Archive.aspx?AMID=43>

Iowa League of Cities

Many new people will join the ranks of city officials following next week's city elections. We ask that you encourage those new to office, as well as anyone currently in office, to attend the Municipal Leadership Academy (MLA). This important training for city officials is presented by the Iowa League of Cities, Institute of Public Affairs at the University of Iowa and the Office of State and Local Government Programs at Iowa State University Extension and Outreach.

City officials can register just for MLA Part One or for the first three parts of the MLA series for a discounted price. MLA Part One includes the following topics:

- City Budgets
- Effective City Councils and Meetings
- Ten Things to Know (overview of city operations and legal issues)

MLA Part One will be presented at the following location in your area:
Cedar Rapids, 10 a.m. to 2 p.m., Saturday, December 2, 2017
Clarion Hotel & Convention Center (525 33rd Ave SW, Cedar Rapids)

If you can't make this particular session, it will also be presented at the following locations: Fairfield (November 16), Emmetsburg (November 18), Carroll (November 29), Corning (November 30), Waverly (December 7) and Altoona (December 9).

Attendees also receive a meal and a copy of the newly revised 2018 Iowa Municipal Policy Leaders' Handbook as part of their MLA Part One registration (a \$30 value). The cost for MLA Part One is just \$75. For more information and to register online go to the [League Web site](#) or call the League at (515) 244-7282 for more information.

Sincerely,

Mark Tomb
Director of Membership Services
Iowa League of Cities

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Commission in Review

Sept/Oct 2017

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

NEXT COMMISSION MEETING:

Wed., Nov. 15, 2017
3:30 p.m.

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

CENSUS 2020

Informational webinars
for the

Local Update of Census Addresses (LUCA) Program

11/7/17 – 2:00 p.m.

11/8/17 – 10:00 a.m.

11/9/17 – 2:00 p.m.

For more information,
call 309/793-6300

CIR VIA E- MAIL

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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.

U.S. Census 2020

Lisa Miller, Bi-State Data/GIS Director, gave an update on activities and programs in preparation of Census 2020.

The Boundary and Annexation Survey (BAS) Program is held annually and is an opportunity for local jurisdictions to provide input to the Census Bureau on boundary and name changes for their area. Accurate boundaries mean that population counts gathered in Census surveys and estimate programs are attributed to the correct jurisdictions. Invitations to participate in the 2018 BAS will be sent to the highest elected officials in December 2017.

Learn more - <https://www.census.gov/programs-surveys/bas.html>.

The Local Update of Census Addresses (LUCA) Program is currently underway. LUCA provides an opportunity for local jurisdictions to review and comment on the U.S. Census Bureau's residential address lists prior to Census 2020. The Census Bureau relies on a complete and accurate address list to reach all living quarters and associated population for inclusion in the 2020 decennial census survey. The deadline to register to participate in LUCA is December 15, 2017. Several webinars and workshops will be available to educate local governments on the program.

Learn more - <https://www.census.gov/geo/partnerships/luca.html>.

The Participant Statistical Areas Program (PSAP) will begin in mid-2018. PSAP is an opportunity for local jurisdictions to review and suggest changes to geographic boundaries for Census block groups & census tracts, which are used for reporting data from Census 2020. Local input is critical on these geographies to gauge change in population and keep these boundaries at optimum thresholds as follows:

Table 5 - Census 2010 Thresholds

BG type	Threshold type	Minimum	Maximum
Standard BGs	Population threshold	600	3,000
	Housing Unit threshold	240	1,200

Table 2 - Census 2010 Thresholds

CT type	Threshold type	Optimum	Minimum	Maximum
Standard CTs	Population threshold	4,000	1,200	8,000
	Housing Unit threshold	1,600	480	3,200

Learn more - <https://www.census.gov/programs-surveys/decennial-census/about/psap.html>.

United States
**Census
2020**

See Census, Page 2

Census, from Page 1

Census Day is April 1, 2020. Much preparation is happening in anticipation of Census 2020 and the U.S. Census Bureau is utilizing innovation and technology to reduce costs in executing the upcoming decennial Census. Innovative processes are being employed such as:

- Better address validation through U.S. Postal Service lists, aerial imagery, and other sources, rather than walking every street.
- Better use of existing information, such as existing government and commercial records to reduce respondent burden
- Better Census survey response options, like offering secure online, phone, and mail options.
- Better field operations, including using technology to better manage and track field cases, using GPS-enabled technology to efficiently route and manage field staff, and using smart phones and tablets for follow-up, rather than pen and paper.

The Census Bureau hopes to realize a \$5 billion cost savings for Census 2020, reducing the expense of a “traditional” Census from \$17.8 billion to \$12.5 billion for an “innovative” Census.

For more information on Census 2020, contact Lisa Miller at (309) 793-6302, ext. 133, lmiller@bistateonline.org or Mike Saponaro at (309) 793-6302, ext. 131, msaponaro@bistateonline.org.

Regional Data Portal Gets an Update

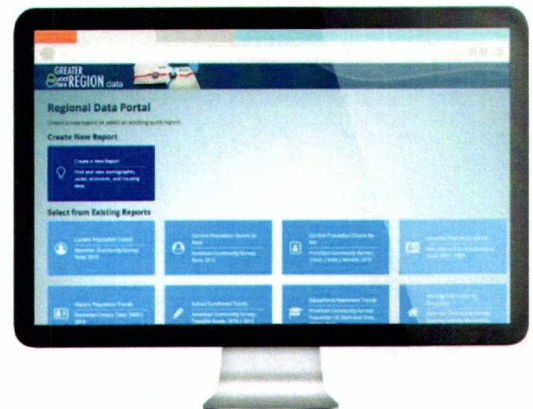
Lisa Miller, Bi-State Data/GIS Director, gave an overview of the newly updated data portal website, GreaterQCRegionData.org.

Staff worked with Far Reach Technologies, Inc. to give the website a new look and update its technology, including making it mobile-friendly, streamlining the data reports, and automating and expanding the data on the website.

The updated website features a simplified, dashboard-style home page design with an updated logo and website address (please note this if you’ve bookmarked the site.) Website users can easily access data about cities and counties in the region with one click on a data report. Reports are more graphical and are displayed in bar graphs and table format. The data can be exported as an image file to insert into documents and reports or as an Excel file.

In addition, the underlying technology was updated to a more current platform that’s more flexible and supported by modern web browsers. Technology was implemented that allows staff to gather and update data for the website more automatically. Tools were created that allow Bi-State staff to quickly and easily create and update the data reports on the website.

Please visit GreaterQCRegionData.org. For questions or to provide your ideas and feedback on the data portal, contact Lisa Miller, lmiller@bistateonline.org, 309-793-6302, ext. 133 or Mike Saponaro, msaponaro@bistateonline.org, 309-793-6302, ext. 131.



Bi-State Revolving Loan Fund Programs

Jim Tank, Bi-State Revolving Loan Fund (RLF) Board Member and RLF Program Representative to Bi-State Regional Commission, noted that the Bi-State Revolving Loan Fund is celebrating 32 years of providing gap financing to businesses. Since the inception of the program in 1985, nearly \$10.5 million has been loaned to 109 businesses in Rock Island and Scott Counties. These loans have helped generate over \$439 million in total investments, accessing city and state public financing programs, financial institutions, and company equity. In addition, nearly 3,900 jobs have been created/retained in the two-county area. Currently, there is approximately \$700,000 available to loan.

Bi-State Revolving Loan Fund	RLF Guidelines	RLF Actual
Job/Cost Ratio	1 : \$7,500	2.8 : \$7,500
Private: Public Dollar Ratio	\$2 : \$1	\$13.5 : \$1
Job Creation Retention	1,398	3,874

Donna Moritz, Revolving Loan Fund Program Administrator, reported that there have been \$598,000 loaned to businesses in Mercer and Muscatine Counties using the Mercer-Muscatine Revolving Loan Fund Program (MMRLF). These loans have helped generate over \$43 million in total investments. Currently, there is \$255,000 available to loan for Mercer and Muscatine businesses.

Mercer-Muscatine Revolving Loan Fund	RLF Guidelines	RLF Actual
Job/Cost Ratio	1 : \$15,500	1.1 : \$15,500
Private: Public Dollar Ratio	\$2 : \$1	\$71 : \$1
Job Creation Retention	39	44

The Merrill Hotel and Conference Center, a MMRLF loan recipient, is a cornerstone project for Muscatine's downtown and its redevelopment. The project includes an 114-room hotel, conference center and ballroom, two-story parking garage, and associated outdoor improvements.



*The Merrill Hotel, Muscatine, IA
January 25, 2017*



*The Merrill Hotel, Muscatine, IA
September 5, 2017*

Ms. Moritz also reported that Henry County's Revolving Loan Fund, administered by Lori Merrill, has funds available to loan to Henry County businesses.

If you know of potential projects in the five-county region that will create new jobs and needs public loan assistance to supplement conventional financing, please contact your local government's economic development staff or Donna Moritz at (309) 793-6302 ext. 128 or dmoritz@bistateonline.org.

Colonel Tauke's Final Presentation to Commission on Rock Island Arsenal

Colonel Kenneth Tauke, Rock Island Arsenal (RIA), gave his final presentation to the Commission before his time as RIA Garrison Commander concludes in summer 2018. He manages services and facilities for the 950 acre (1.5 square mile) Arsenal Island.

RIA houses five Commands that reach 40 states and 19 countries, including Army Sustainment Command, Joint Munitions Command, Army Contracting Command, First Army, and Army Corps of Engineers. The regional reach may also be demonstrated through the distribution of the employees of RIA that are 48% from Iowa and 52% from Illinois.

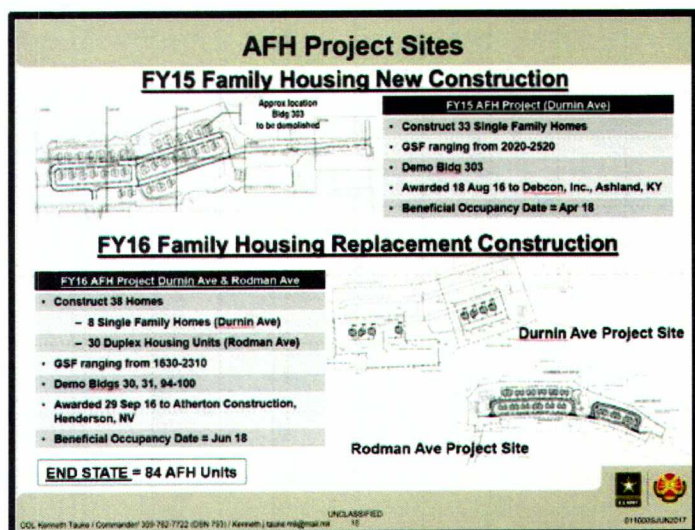
Colonel Tauke said that RIA is the largest local employer in the region with 5,261 civilian, 1,103 military, and 572 contracted employees; 42% of this workforce are veterans. The induced employment impact of RIA is over 14,000 community jobs. Salaries average \$75,989, and the local economic impact of is over \$1.2 billion per year.

Colonel Tauke also reported on the campaign plan for the island and focus areas including integrating the RIA with the larger Quad Cities community, adapting to a 21st century workforce, improving the quality of life, transforming the functionality of the installation, and focusing on infrastructure and sustainability.

RIA is the historical and geographic center of the Quad Cities and should be promoted to the community and the rest of the nation as such. Colonel Tauke advocates partnerships with academia on training opportunities as well as cultivation of future workers, and he would like to see expanded school and medical partnerships. RIA is working on Army family housing with two construction projects totaling over \$46 million that will provide 71 new homes to improve the quality of life on Arsenal Island.

Additionally, RIA should be transformed to provide space for more manufacturing operations and collaboration with private companies. Quarters One and the golf course will be developed into a shared asset with the community through a Request for Proposal process to create an Enhanced Use Lease with a private developer. Transforming RIA will also involve maintaining and improving the infrastructure including the hydroelectric dam and utilities because RIA is working towards energy self-sufficiency or "net zero." Sustainability of the installation will demonstrate the Rock Island Arsenal's importance and viability to the community and the nation.

In closing, Colonel Tauke said that RIA is an installation with a strategic global reach, and if it were a corporation, RIA would be a Fortune 100 company in league with Deere and Company and Arconic. RIA is committed to being a collaborative federal, public-private center of excellence to meet the readiness needs of the Army and support the economic prosperity of the greater Quad Cities Region.



**BI-STATE REGIONAL COMMISSION
FY 2017-18 Program Budget Status Report
Through Month of August – 16.7% of Year**

ADOPTED BUDGET:	\$1,951,144.00	EXPLANATION:
EXPENDED THROUGH AUGUST:	\$ 266,069.76 (13.6%)	
STAFF LEVEL BUDGETED:	23.00 F.T.E.	
STAFF LEVEL MAINTAINED:	18.5 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING AUGUST:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning.

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

ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update.

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

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

ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Trails Planning; IL EPA Loan Application; Website Support.

BETTENDORF – Air Quality Asst.; Drug/Alcohol Testing Consort.; I-74 Bridge Coord.; FTA 5339 Grant Administration; Joint Purchasing; QCICNet; Hazard Mitigation Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; Trails Counting; REAP Grant Coord. & Plan Update; MPO Trans. Coord. STBG/TASA Funding Follow-Up; IDPH Complete Streets.

BLUE GRASS – Reg. 9 Transp. Coord. and TASA Project Inquiry; Solid Waste Coord.; Hazard Mitigation Plan; Website Support; RDA/SCRA Grants Inquiry.

BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan; IDPH Complete Streets and Nutrition Grants.

CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning.

CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.; Stormwater Management Funding Inquiry.

COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Mapping Asst.

COLONA – Joint Purchasing; Floodplain; MPO Coord.

CORDOVA – RICWMA Staffing; Riverfront Council.

DAVENPORT – Air Quality Asst.; Transit Planning; FTA 5339 Grant Admin.; Joint Purchasing; QCICNet; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Hazard Mitigation Plan; Trails Planning; Trail Counting; PICH-Safe Routes to Schools Planning; MPO Trans. Coord.; STBG/TASA Funding Follow-Up; IDPH Complete Streets Coord. & Davenport Go Plan Meeting.

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 Follow-up; Trail Planning & GIT Coord.; Zoning Ordinance; Parcel Mapping Asst.; IL92 Corridor Mtg.

ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Hazard Mitigation Plan; Trails Planning; MPO Trans. Coord. STBG/TASA Funding Follow-Up.

GALVA – HCEDP Participation; Transit Mobility/HSTP Planning.

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

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

HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan./Coord./Mapping; MPO Trans. Coord.

HILLSDALE – Transit Mobility/HSTP Planning.

KEWANEE – Transit Mobility/HSTP Planning.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Zoning/Subdivision Ordinances; Park Planning and Grants Asst.; IDPH Complete Streets; Hazard Mitigation Plan.

LONG GROVE – Reg. 9 Trans. Coord.; IDPH Complete Streets; Solid Waste Coord.; Website Support; Code and Comp Plan Proposals; Hazard Mitigation Plan.

MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Hazard Mitigation Plan; REAP Grant Appl.

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; Comp Plan Update Proposal Follow-up.

MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; IL QC Intergov. Comm.; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Coord.; MPO Trans. Coord. STBG/TASA Funding Follow-Up; PICH-Safe Routes to Schools Planning; Interop. Proj.; IL92 Corridor Mtg.

MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; IDPH Complete Streets; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord. & signage; Trails Use Count Collection.

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.

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

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

PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; IDPH Complete Streets; Trail Planning; Hazard Mitigation Plan.

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

RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Trails Coord.; Website Support; Hazard Mitigation Plan.

ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purch.; MUNICES Coord.; QCICNet; Riverfront Cncl.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; PICH-Safe Routes to Schools Planning; Trails Coordination; MPO Trans. Coord. & STBG/TASA Funding Follow-Up.

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 + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; Haz. Mit. Planning Coord.; QC Health Initiative; PICH-Safe Routes to Schools Planning; MPO Trans. Coord.; Enterprise Zone App.; Forest Preserve Plan Update.

SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet; Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Local Food Systems Coord.; Complete Streets Planning; Trail Planning/ADT Coord.; REAP Coord. & Plan Update; Transit Mobility/HSTP Planning + IA/QC Rideshare; Interop. Project; QC Health Initiative; PICH- Safe Routes to Schools Planning; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC & Co EPC Meetings.

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

SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; QCICNet; RICWMA Stfg.; RMS Coord.; MPO Trans. Coord. STBG/TASA Funding Evaluation; Trails Planning & GIT Coord.; RLF Loan Admin.; IL-92 Corridor Mtg.

VIOLA – Transit Mobility/HSTP Planning.

WALCOTT – Reg. 9 Transportation Coord.; RLF Admin.; Solid Waste Coord.; IDPH Complete Streets; Comp Plan Proposal; Trail Coord.; Hazard Mitigation Plan.

WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; IDPH Complete Streets; Trails Plan/ADT Coord. Solid Waste Coord.; Musc. Co. Haz Mit Plan; MMRLF; CDBG-Façade Proposal.

WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; IDPH Complete Streets; Solid Waste Coord.; MMRLF.

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

WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – August

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. Attended Midwest CDI training on economic development issues.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 23 data and map requests in including 11 from local governments, 2 from businesses, 6 from private citizens, and 4 from non-profits. The data section of the Bi-State website had 34 page views. The data warehouse site (www.greaterqcregion.org) is being updated and had 179 visits and 265 page views. Data staff completed the ACCRA Cost of Living Survey for the Metropolitan Statistical Area.

Graphics/GIS/Mapping: Be Healthy QC (BHQC) – QCTrails.org Website; 2020 Census Local Update of Census Addresses (LUCA) Promotion; Public Officials Directory Map Updates; QC Street Map (Folded & Wall Versions) Distribution; Region-wide Aerial Photo Update Coordination; Update Three-System Transit Map; 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 August 2017 was 2,207 and top pages viewed included: Home Page (614); I-74 Bridge Corridor Page & Construction Update (203); Our Staff (113); Documents (99); Search (90); Quad Cities Metro Long Range Transportation Plan (58); Contact Us (48); Joint Purchasing Bid Tabulations (43); and Who We Are (43).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Preparing Rock Island County Forest Preserve Plan, Henry County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Served Rock Island County Waste Management Agency (RICWMA) with oversight, and management of waste disposal and recycling programs, including household hazardous waste collection event inquiry, drop-off recycling program, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Reported on FY17 SWAG grants and solicited FY18 grants. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Planning 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: water treatment chemicals, copier paper, and ice melt. 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 cancellation notice and financial summary report. Reviewed draft Davenport company application. 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. Continued discussion on transit alternatives and road congestion mitigation during I-74 reconstruction. Served transportation inquiries on projects and funding. 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 (IL Greenways/Trails Council), as well as other trails planning and grant assistance. Conducted trails counter analysis. Facilitated issues related to Bi-State Regional Trails Committee and held Air Quality Task Force meeting. Facilitating IDPH Complete Streets grant for sidewalk policies. 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 contracting process. Held Region 9 Transit Summit for input to regional Transit Development Plan. Participated in FTA performance measures and programming Peer Exchange. Coordination with Iowa Rideshare program for QC MPO web-dashboard. Monitored MPO and Iowa Region 9 FY18 Transportation Planning Work Programs. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2018-21 Transportation Improvement Programs (TIP), including facilitating TIP revisions, as needed, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Provided MPO STBG and TASA funding follow-up. Administered Illinois Region 2 transit coordinator position. 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 hazards resiliency, grants trainings, travel demand modeling, walking, and bicycles.

**BI-STATE REGIONAL COMMISSION
FY 2017-18 Program Budget Status Report
Through Month of September – 25% of Year**

ADOPTED BUDGET:	\$1,951,144.00	EXPLANATION:
EXPENDED THROUGH SEPTEMBER:	\$ 417,395.07 (21.4%)	
STAFF LEVEL BUDGETED:	23.00 F.T.E.	
STAFF LEVEL MAINTAINED:	18.5 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING SEPTEMBER:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning.
ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning; Planning Meeting.
ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update.
ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Development; Funding Inquiry; Mapping Asst.
ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails Planning/Trails Grant Assistance.
ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Trails Planning; IL EPA Loan Application; Website Support.
BETTENDORF – Air Quality Asst.; Drug/Alcohol Testing Consort.; I-74 Bridge Coord.; FTA 5339 Grant Administration; Joint Purchasing; QCICNet; Hazard Mitigation Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; Trails Counting; REAP Plan Update; MPO Trans. Coord.; IDPH Complete Streets.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Hazard Mitigation Plan; Website Support; RDA/SCRA Grants Applications.
BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan; IDPH Complete Streets and Nutrition Grants; Trails Grant Inquiry.
CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning.
CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.; FEMA Pre-Disaster Mitigation Grant; Grants Meeting.
COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain.
COLONA – Joint Purchasing; Floodplain; MPO Coord.; Energy Inquiry.
CORDOVA – RICWMA Staffing; Riverfront Council.
DAVENPORT – Air Quality Asst.; Transit Planning; FTA 5339 Grant Admin.; Joint Purchasing; QCICNet; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Hazard Mitigation Plan; Trails Planning; Trail Counting; PICH-Safe Routes to Schools Planning; MPO Trans. Coord.; IDPH Complete Streets Coord.
EAST MOLINE – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Council; RLF Admin.; RMS Coord.; Interop. Proj.; MPO Trans. Coord.; Trail Planning & GIT Coord.; Zoning Ordinance; Parcel Mapping Asst.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Hazard Mitigation Plan; Trails Planning; MPO Trans. Coord. STBG/TASA Funding Follow-Up.
FRUITLAND – Reg. 9 Transp. Coord.; Solid Waste Coord.; IDPH Complete Streets; Municipal Code Proposal; Grant inquiry.
GALVA – HCEDP Participation; Transit Mobility/HSTP Planning.
GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning.
HAMPTON – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council.
HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Planning; Trail & Greenway Plan./Coord./Mapping; MPO Trans. Coord.
HILLSDALE – Transit Mobility/HSTP Planning.
KEWANEE – Transit Mobility/HSTP Planning.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Zoning/Subdivision Ordinances; Park Planning and Grants Asst.; IDPH Complete Streets; Hazard Mitigation Plan.
LONG GROVE – Reg. 9 Trans. Coord.; IDPH Complete Streets; Solid Waste Coord.; Website Support; Code and Comp Plan Proposals; Hazard Mitigation Plan.
MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Hazard Mitigation Plan; REAP Grant Appl.
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; Comp Plan Update Proposal Follow-up.
MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; IL QC Intergov. Comm.; MUNICES Coord.; QCICNet; RICWMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Coord.; MPO Trans. Coord. STBG/TASA Funding Follow-Up; PICH-Safe Routes to Schools Planning; Interop. Proj.; IL92 Corridor Mtg.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; IDPH Complete Streets; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord. & signage; Trails Use Count Collection.
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.
ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Community Brochure Development/Photos.
PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; IDPH Complete Streets; Trail Planning; Hazard Mitigation Plan.
RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.
RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Trails Coord.; Website Support; Hazard Mitigation Plan.
ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purch.; MUNICES Coord.; QCICNet; Riverfront Cncl.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; PICH-Safe Routes to Schools Planning; Trails Coordination; MPO Trans. Coord.
ROCK ISLAND COUNTY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; LEPC Committee; MUNICES Coord.; QCICNet; RICWMA Stfg. & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; Haz. Mit. Planning Coord.; QC Health Initiative, PICH-Safe Routes to Schools Planning; MPO Trans. Coord.; Enterprise Zone App.; Forest Preserve Plan Update.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Local Food Systems Coord.; IDPH Complete Streets Planning; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning + IA/QC Rideshare; Interop. Project; QC Health Initiative; PICH-Safe Routes to Schools Planning; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC & Co EPC Meetings.
SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support.
SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; QCICNet; RICWMA Stfg.; RMS Coord.; MPO Trans. Coord.; Trails Planning & GIT Coord.; RLF Loan Admin.; CDBG Inquiry.
VIOLA – Transit Mobility/HSTP Planning.
WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; IDPH Complete Streets; Comp Plan Proposal; Trail Coord.; Hazard Mitigation Plan.
WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; IDPH Complete Streets; Trails Plan/ADT Coord. Solid Waste Coord.; Musc. Co. Haz Mit Plan; MMRLF; CDBG-Downtown Revitalization and Housing Assessment Proposals.
WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; IDPH Complete Streets; Solid Waste Coord.; MMRLF.
WINDSOR – Transit Mobility/HSTP Planning; CDBG Grant Admin.
WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – September

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. Attended Iowa and Illinois CDBG trainings.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center:

Staff responded to 17 data and map requests in including 11 from local governments, 1 from businesses, 2 from private citizens, and 3 from non-profits. The data section of the Bi-State website had 24 page views. The data warehouse site (www.greaterqcregion.org) had 160 visits (sessions) and 262 page views. The NEW data portal website, (www.greaterqcregiondata.org) had 127 visits (sessions) and 1,885 page views.

Graphics/GIS/Mapping: Be Healthy QC (BHQC)-QCTrails.org Website; 2020 Census Local Update of Census Addresses (LUCA) Promotion; Public Officials Directory Map Updates; QC Marathon Map Updates; QC Street Map (Folded & Wall Versions) Distribution; Region-wide Aerial Photo Update Coordination; Update Three-System Transit Map; 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 September 2017 was 2,345 and top pages viewed included: Home Page (902); Careers/Human Resources (143); Documents (137); Our Staff (120); I-74 Bridge Corridor Page & Construction Update (84); Search (59); Who We Are (50); Quad Cities Metro Long Range Transportation Plan (33); and Contact Us (32).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Preparing Rock Island County Forest Preserve Plan, Henry County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Served Rock Island County Waste Management Agency (RICWMA) with oversight, and management of waste disposal and recycling programs, including household hazardous waste collection event application, drop-off recycling program, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Reported on FY18 grants. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Planning 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: sign materials & posts, utility supplies, turf & water treatment chemicals, printer supplies, calendars, copier paper, and ice melt. 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 cancellation notice and financial summary report. 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. Received confirmation on funding for transit alternatives mitigation during I-74 reconstruction. Served transportation inquiries on projects and funding. Held annual Iowa-Illinois 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 (IL Greenways/Trails Council), as well as other trails planning and grant assistance. Conducted trails counter analysis. Facilitated issues related to Bi-State Regional Trails Committee. Facilitating IDPH Complete Streets grant for sidewalk policies. Completed 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. Continued Transit Development Plan update. Coordination with Iowa Rideshare program for QC MPO web-dashboard. Held QC Transit Managers quarterly meeting. Updating 3-system transit map. Monitored MPO and Iowa Region 9 FY18 Transportation Planning Work Programs. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2018-21 Transportation Improvement Programs (TIP), including facilitating TIP revisions, as needed, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Administered Illinois Region 2 transit HSTP coordinator position. 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 freight, green design, walking, and bicycles.

containers or tanks shall be grounded in accordance with NFPA 70. The valve of the vehicle storage tank shall be bonded with the defueling system prior to the commencement of discharge or defueling operations.

2309.6.2 Repair of hydrogen piping. Piping systems containing hydrogen shall not be opened to the atmosphere for repair without first purging the piping with an inert gas to achieve 1-percent hydrogen or less by volume. Defueling operations and exiting purge flow shall be vented in accordance with Section 2309.6.1.2.

2309.6.3 Purging. Each individual manufactured component of a hydrogen generating, compression, storage or dispensing system shall have a label affixed as well as a description in the installation and owner's manuals describing the procedure for purging air from the system during startup, regular maintenance and for purging hydrogen from the system prior to disassembly (to admit air).

For the interconnecting piping between the individual manufactured components, the pressure rating must be not less than 20 times the absolute pressure present in the piping when any hydrogen meets any air.

2309.6.3.1 System purge required. After installation, repair or maintenance, the hydrogen piping system shall be purged of air in accordance with the manufacturer's procedure for purging air from the system.

SECTION 2310

MARINE MOTOR FUEL-DISPENSING FACILITIES

2310.1 General. The construction of marine motor fuel-dispensing facilities shall be in accordance with the *International Building Code* and NFPA 30A. The storage of Class I, II or IIIA liquids at marine motor fuel-dispensing facilities shall be in accordance with this chapter and Chapter 57.

2310.2 Storage and handling. The storage and handling of Class I, II or IIIA liquids at marine motor fuel-dispensing facilities shall be in accordance with Sections 2310.2.1 through 2310.2.3.

2310.2.1 Class I, II or IIIA liquid storage. Class I, II or IIIA liquids stored inside of buildings used for marine motor fuel-dispensing facilities shall be stored in *approved* containers or portable tanks. Storage of Class I liquids shall not exceed 10 gallons (38 L).

Exception: Storage in liquid storage rooms in accordance with Section 5704.3.7.

2310.2.2 Class II or IIIA liquid storage and dispensing. Class II or IIIA liquids stored or dispensed inside of buildings used for marine motor fuel-dispensing facilities shall be stored in and dispensed from *approved* containers or portable tanks. Storage of Class II and IIIA liquids shall not exceed 120 gallons (454 L).

2310.2.3 Heating equipment. Heating equipment installed in Class I, II or IIIA liquid storage or dispensing areas shall comply with Section 2301.6.

2310.3 Dispensing. The dispensing of liquid fuels at marine motor fuel-dispensing facilities shall comply with Sections 2310.3.1 through 2310.3.5.

2310.3.1 General. Wharves, piers or floats at marine motor fuel-dispensing facilities shall be used exclusively for the dispensing or transfer of petroleum products to or from marine craft, except that transfer of essential ship stores is allowed.

2310.3.2 Supervision. Marine motor fuel-dispensing facilities shall have an attendant or supervisor who is fully aware of the operation, mechanics and hazards inherent to fueling of boats on duty whenever the facility is open for business. The attendant's primary function shall be to supervise, observe and control the dispensing of Class I, II or IIIA liquids or flammable gases.

2310.3.3 Hoses and nozzles. Dispensing of Class I, II or IIIA liquids into the fuel tanks of marine craft shall be by means of an *approved*-type hose equipped with a *listed* automatic-closing nozzle without a latch-open device.

Hoses used for dispensing or transferring Class I, II or IIIA liquids, when not in use, shall be reeled, racked or otherwise protected from mechanical damage.

2310.3.4 Portable containers. Dispensing of Class I, II or IIIA liquids into containers, other than fuel tanks, shall be in accordance with Section 2304.4.1.

2310.3.5 Liquefied petroleum gas. Liquefied petroleum gas cylinders shall not be filled at marine motor fuel-dispensing facilities unless *approved*. *Approved* storage facilities for LP-gas cylinders shall be provided. See also Section 2307.

2310.4 Fueling of marine vehicles at other than approved marine motor fuel-dispensing facilities. Fueling of floating marine craft at other than a marine motor fuel-dispensing facility shall comply with Sections 2310.4.1 and 2310.4.2.

2310.4.1 Class I liquid fuels. Fueling of floating marine craft with Class I fuels at other than a marine motor fuel-dispensing facility is prohibited.

2310.4.2 Class II or III liquid fuels. Fueling of floating marine craft with Class II or III fuels at other than a marine motor fuel-dispensing facility shall be in accordance with all of the following:

1. The premises and operations shall be *approved* by the *fire code official*.
2. Tank vehicles and fueling operations shall comply with Section 5706.6.
3. The dispensing nozzle shall be of the *listed* automatic-closing type without a latch-open device.
4. Nighttime deliveries shall only be made in lighted areas.
5. The tank vehicle flasher lights shall be in operation while dispensing.
6. Fuel expansion space shall be left in each fuel tank to prevent overflow in the event of temperature increase.



Hill, Randy <rhill@muscatineiowa.gov>

Next Project Meeting: Wednesday, November 15, 2017 --- 7:30 a.m. Miniter FO

Hill, Randy <rhill@muscatineiowa.gov>
Draft

Thu, Nov 2, 2017 at 5:04 PM

.Gentlemen --- the following are my notes from our Team Meeting on Wednesday, November 1, 2017:

1. West Hill Sewer Separation

- a. 4th St. Park Progress
 - Park access is now available
 - Paving completed (Lucas/4th/Cherry open)
 - Landscaping nearly completed
- b. 5th Street Progress
 - Paving from Sycamore to Iowa
 - Manhole installations on-going
 - Radii connections need poured
 - Sidewalk installed on 4th & Iowa
 - Nearing end of work - first punch list provided

2. Mulberry Ave. Reconstruction Project

- a. Seeding work completed
- b. J. Koch to provide plan for low growth plantings in basin
- c. City staff to review storm & sanitary lines for final punch list
- d. Sub-contractor to spray weed killer
- e. Preparing documents for DOT audit
- f. Closeout: November 2017 Council Meeting

3. Mississippi Drive Corridor Project

- a. Water main from the billboard to Broadway installed
- b. Storm sewer from billboard to Broadway installed
- c. Moved hydrant in front of Muscatine Hotel
- d. Rock and tile on Chestnut Street
- e. Paved Chestnut Street, parking lot and sidewalks
- f. Earth work from Linn to Broadway in progress
- g. Installation of brick pavers placed at intersections
- h. Started landscaping
- i. Met with business owners on October 12th to update progress/schedule
 - Next meeting scheduled for November 16th
- j. Schedule of work (November 2nd thru November 9th)
 - Finish storm installation by Broadway (need flagger from CP Rail)
 - Finish sidewalks at Chestnut
 - Start paving from Linn to Broadway (Bluff side - November 3rd)
 - Start paving from Linn to Broadway (River side - November 9th)
 - Install electric conduits and vault from Linn to Broadway
 - Prep for traffic foundations on November 7th
- h. Conflicts:
 - CP Rail Quiet Zone Foundations holding up sidewalk installation
 - Smith Contractor installing sidewalks & fencing
- j. General Schedule:
 - Complete work to Broadway by Thanksgiving
 - Winter: Underground work from Sycamore east
 - 2nd/Mulberry EA Clearance, Design, Change Order costs
 - Traffic Control Plan for HNI campus

4. Musser Public Library and HNI Community Center Project

- a. Resolution Awarding Contract: November 2, 2017
 - Sheets Construction (\$651,000)
- b. Resolution Approving Contract/Bond: November 16, 2017
- c. Pre-Construction Meeting: 11/17 - 12/1

- d. Construction Start: December 2017
- e. Construction Completion: March 2018
- f. Next: Furnishings, Shelving, Moving

5. Riverside Park Master Plan

- a. Will present plan to Council in November 2017
- b. SEH will be asked to submit a Development Plan Proposal in January '18

6. Landfill Cell Construction

- a. Liner being installed
- b. Sand cover to follow
- c. December 7, 2017 Completion & Acceptance

7. Cleveland Ave. Reconstruction

- a. Construction nearing completion
 - Concrete: driveways, sidewalk and inlets remaining
 - Other work remaining: paint striping, cleanup, seeding
- b. December 7th Completion & Acceptance
- c. *Project Closeout December 2017*

8. 2017 Sidewalk Program

- a. Spring 2018 Project
- b. Need to set up an inspection program

9. West Hill Sewer Separation Street Tree Restoration Project

- a. Parks & Recreation Progress
- b. Alliant Energy Branching Out Application submittal date: November 1st
 - Grant to include streets perpendicular to Mississippi Drive
 - Review of comprehensive street tree/reforestation plan
 - Grant to include West Hill sewer separation project

10. Grandview Ave. Reconstruction Design Proposal

- a. Draft proposal reviewed
- b. Bolton-Menk requested to make changes
- c. Will take to City Council for approval November 2, 2017

11. 2nd/Mulberry Roundabout Design

- a. Awaiting final EA Clearance (December 2017)
- b. Possible Bid Letting/Change Order - January 2018

12. West Side Trail

- a. RFP's reviewed
- b. Trail Project: Ford/Martin-Whitaker Design
- c. Take to Council in November 2, 2017

13. Phase IV West Hill Sewer Separation Project

- a. Review of Preliminary Plans on October 31, 2017
- b. Second review November ???, 2017
- c. January/February 2018 Bid Letting

14. Quiet Zone Project

- a. Fencing/Sidewalk Construction
 - PO issued at 10/19 Council Meeting
 - Smith Feeding Low bidder: \$64,736
 - Complications with material delivery
 - Completion Date - Winter 2018
- b. CP Rail expected in December 2017
 - Delays sidewalk installation across railroad

15. Future Projects

- a. Facilitate the discussion on the future plan for Carver Corner
- b. Grandview Ave. related projects outside EA footprint
- c. Updates:
 - DOT Facility and East Hill Fire Station
 - Relocation of Dredge Spoils

--- Mad Creek Trail

d. Aerial Photography

16. Team Memo to City Administrator

- a. Update on 2017 Projects
- b. Review of 2018 Projects
- c. Team Status

17. Continuity Planning & Succession Planning

- a. Update - how is it working
- b. What's next

Reminder: Next Meeting - November 15th. rh