



City Administrator Report to Mayor & City Council

2018.12.14, Edition No. 332

WEEKLY UPDATE:

- Evaluation: Just a reminder that the City Administrator's evaluation is schedule for this coming Tuesday at 5:30pm (12/18) in the Lower Level Conference room.
- Port: Here is the link to information related to the port: <http://muscatineiowa.gov/1147/Port-of-Muscatine>
- Park Avenue: Please see the attached memo in prep for next week's meeting as the scope of this project has been enhanced, but so has IDOT funding.
- Bi-State: Attached is the December 19, 2018 Bi-State Regional Commission meeting packet.
- Library: Please see the attached on the LENA program at the Library.
- Hotel/Motel: The attached report has been updated for the quarter ended September 30, 2018.
- Downtowns: Just and FYI and short, interesting article on a community investing in their downtown: <https://www.cnu.org/publicsquare/2018/12/11/small-city-invests-downtown>
- Surveys:
 - The National Citizen Survey: <https://www.n-r-c.com/products-and-services/the-national-citizen-survey/>
 - ICMA Page on NCS: <https://icma.org/national-citizen-survey-national-employee-survey>
 - Ankeny: <https://www.ankenyiowa.gov/home/showdocument?id=7147>
 - Bettendorf: https://www.bettendorf.org/egov/documents/1535570545_08458.pdf
 - West Des Moines (using ETC Institute): <http://www.wdm.iowa.gov/government/mayor-city-council/wdm-citizen-survey>
 - Urbandale: <https://www.urbandale.org/324/Biennial-Citizen-Survey>
 - Cedar Rapids: http://www.cedar-rapids.org/local_government/departments_a_-_f/city_manager_s_office/ncs_citizen_survey.php
 - Clive: <https://www.cityofclive.com/about-clive/citizen-satisfaction-survey>



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Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Brian Stineman, Public Works Director

CC: Gregg Mandsager, City Administrator

FROM: Pat Lynch, Assistant City Engineer

DATE: December 13, 2018

RE: Request to Submit Grant Request Letters and TSIP Agreement for the Park Avenue Reconstruction and 4 to 3 Lane Conversion Project

INTRODUCTION:

At the January 18, 2018 council meeting, council directed Public Works to move forward with planning and design to implement the conversion of Park Avenue from four to three lanes. Shive-Hattery began design services as described in the original professional services agreement. Subsequent discussions with the IaDOT identified the potential to combine the TSIP project with several other funding sources to significantly increase the project scope by including patching, resurfacing and improving all pedestrian crossings along Park Avenue from Mad Creek to Colorado/Clay Street. The City must request the funding from the IaDOT before it can be issued. This needs to happen immediately to meet the 2020 construction season.

BACKGROUND:

During the planning and design phase of the conversion of Park Avenue from four to three lanes, discussions with the IaDOT identified the potential to combine the TSIP project with several other funding sources to patch, resurface and improve all pedestrian crossings along Park Avenue from Mad Creek to Colorado/Clay Street. These sources include a Pedestrian Curb Ramp Construction (ADA) Grant where the City is requesting \$250,000 toward replacing curb ramps along Park Avenue. Another funding source is the Urban-State Traffic Engineering Program (U-STEP) where the City is requesting \$224,000 with a 45% City match to solve traffic operation and safety problems. The IaDOT is also contributing \$600,000 from their Local Roads budget to cover patching and overlay costs and Muscatine Power and Water will cover signalization costs not covered by the TSIP Grant. The City must submit letters to request funding under these grants. The letters have been written and are ready to be submitted upon receiving approval from the Council.

The original Traffic Safety Improvement Program (TSIP) Grant also requires action as well. The IaDOT has submitted an agreement for the City to execute to obtain the \$325,000 awarded.

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

RECOMMENDATION/RATIONALE:

Staff recommends that council approve submitting the letters requesting funds from the ADA and U-STEP Grant Programs and execute the agreement with the IaDOT to obtain the awarded amount of \$325,000 from TSIP. The estimated project cost is now \$1.8 million with these funding sources covering \$1.4 million. The City share of the project will be approximately \$418,000 and this cost is proposed to be funded on the May 2020 bond issue. This \$418,000 consists of \$157,000 in design engineering fees, \$144,000 in Construction Engineering fees, and \$117,000 in construction cost. The Project Development Team will do the Construction Engineering estimated at \$144,000 to save these consultant costs.

BACKUP INFORMATION:

1. Letter requesting U-STEP.
2. Letter requesting ADA.
3. TSIP Agreement.

**MEETING ANNOUNCEMENT AND AGENDA
BI-STATE REGIONAL COMMISSION**

Wednesday, December 19, 2018, 3:30 p.m.
Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

**FINANCIAL
(green)**

**ACTION NEEDED
(yellow)**

**INFORMATIONAL
(white)**

- | | | | |
|---|---|---|---|
| | X | | 1. <u>Approval of the November 28, 2018 Minutes (See enclosed)</u> – Carol Earnhardt, Chair |
| X | X | | 2. <u>Treasurer’s Report (See enclosed)</u> – Bob Gallagher, Treasurer |
| | | | 3. <u>Finance and Personnel Committee/Financial Matters</u> – Marty O’Boyle, Finance and Personnel Committee Chair |
| X | X | | a. <u>Bills (See enclosed)</u> |
| X | | X | b. <u>Report on Progress on Commission’s FY 2018-19 Program Budget as of 11/30/2018 (See enclosed)</u> |
| X | X | | c. <u>Contracts/Grants for Consideration</u> |
| | | | I. Other Contracts/Grants |
| X | X | | d. <u>Consideration of Recommendation to Accept the Financial and Compliance Report for the Year Ended June 30, 2018 (See enclosed)</u> |
| X | X | | e. <u>Consideration to Renew the Executive Director’s Annual Employment Agreement</u> |
| | | X | 4. <u>Status of I-80 Planning Studies</u> – Sam Shea, Iowa Department of Transportation |
| | | | 5. <u>Questions or Comments by Commissioners</u> |
| | | | 6. <u>Other Business</u> |
| | | | 7. <u>Adjournment</u> |

NEXT MEETING: **Wednesday, January 23, 2019 – 3:30 p.m.**
Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

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

Wednesday, November 28, 2018, 3:30 p.m.
Rock Island County Office Building
County Board Chambers, Third Floor
1504 Third Avenue
Rock Island, IL

MEMBERS PRESENT: Earnhardt – Chair, Beck, Broderson, Carroll-Duda, Dawson, Freeman, Gallagher, Gradert, Heninger, Klipsch, Knobbe, Lack, Lawrence, Maranda, Mather, Mendenhall, O’Boyle, Newton-Butt, Sauer, Schloemer, Sherwin, Tank, Thoms, Tompkins, Waldron

MEMBERS ABSENT: Acri, Brown, Callaway-Thompson, Condon, Geenen, Kiser, Looney, Moore, Stoermer, Terry

OTHERS PRESENT: None

STAFF PRESENT: Bulat, Grabowski, McCullough

Chair Earnhardt called the meeting to order at 3:30 p.m.

1. **Approval of the October 24, 2018 Minutes.** Mayor Klipsch moved to approve the minutes of the October 24, 2018 meeting as presented. Mr. Gradert seconded the motion, and it passed unanimously.

2. **Treasurer’s Report.** Mayor Gallagher presented the Treasurer’s Report for the month ending October 31, 2018, noting an ending total bank and book balance of \$716,050.61. Mayor Gallagher moved the report be accepted as written and mailed. Mr. Maranda seconded the motion, and it passed unanimously.

3. **Finance and Personnel Committee.**

a. **Bills.** Mayor O’Boyle presented the bills totaling \$42,957.78, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust, VISA charge card expenses related to Managers and Administrators Committee meeting (cost reimbursed by participants); Iowa Association of Regional Councils meeting; 1 staff attending the National Association of Development Organizations conference; 1 staff attending the National Association of Regional Councils conference; 5 staff attending the Illinois Department of Transportation Fall Planning Conference; 1 staff Attending the Civic Leadership Academy workshop; 2 staff attending the American Planning Association conference; 2 staff attending the Illinois Geographic Information System Association annual conference; office supplies	4,151.38
Opportunity Alliance LLC, consulting related to the enterprise zone application, October 2018 services, (cost reimbursed by participating member governments)	\$10,000.00

Thomas A. Skorepa, P.C., Administrator Hearing Officer October 2018 services (cost reimbursed by MUNICES)	2,955.00
The Roosevelt Group LLC, October 2018 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00

Addendum

Rock Island County Treasurer		5,851.40
12/2018	Rent	4,832.58
12/2018	Internet Access	88.00
11/2018	Managed Print Services	323.72
10/2018	Postage	493.14
10/2018	Supplies	66.00
10/2018	Cell Phone	47.96

Mayor O’Boyle moved approval of the bills totaling \$42,957.78 as presented above. Mr. Knobbe seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2018-19 Program Budget as of October 31, 2018. Mayor O’Boyle explained the Program Budget Status Report was mailed in members’ packets. The Commission is 33.0% through the fiscal year with 30.6% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following grant amendment for consideration.
 - Amended grant with Iowa Association of Councils of Governments for Iowa Department of Economic Development for planning assistance to local governments. The grant amount is amended from \$10,294.00 to \$11,764.70. The grant runs July 1, 2018 through June 30, 2019.

Mayor Klipsch moved approval of the contract, and Mr. Beck seconded. The motion passed unanimously.

- 4. Presentation on Joint Purchasing Program. Ms. McCullough reported that the Joint Purchasing Council (JPC) was formed 32 years ago in 1986 to develop an intergovernmental agreement and guidelines for the joint purchasing of goods. Over \$48 million in products have been purchased since its establishment. Membership in the JPC requires city or county board approval and signing of the intergovernmental agreement. Currently, 31 governmental entities are members of the JPC, and Bi-State membership dues fund agency staff time and bid materials needed by the program.

Bi-State employees Patty Pearson and Bryan Schmid work directly with about 121 government staff from various departments within Bi-State’s local governments, and maintain a database of about 152 vendors. They also assist with development of bid specifications, coordinate the bid letting and opening, complete the bid analysis, and coordinate the actual sending of purchase orders to the awarded vendors. Bi-State staff facilitate 15 bids throughout the year.

The JPC program reduces duplicative administrative costs, such as advertising, postage, bid preparation, and analysis for all bid participants. Vendors deliver all items as indicated on the bid participant supplied purchase orders. This reduces the need for local governments to “go shopping” for items and reduces fuel charges. Bid prices are firm and all-inclusive so there are no “surprise” fees added at the time of delivery. The JPC does not accept any additional delivery, freight, deposit, or fuel surcharges that are frequently added to invoices, if an entity were purchasing on their own.

Ms. McCullough explained that participating in the bid process is covered under membership dues, and for many bids, it only requires entering quantities needed on an order form, approving the bid results, and creating a purchase order. Program participants share expertise and experience through participating in JPC meetings or special training sessions held with industry experts. Current common purchases include calendars; printer supplies; fine paper; municipal water treatment chemicals and utility supplies; marking paint; street signs and hardware; street sign posts; ice melt; turf chemicals; athletic field dressing items; various types of seed; janitorial paper products, cleaning supplies, and personal hygiene items; garbage can liners; and food service supplies. The largest overall single bid purchase is for water treatment chemical at over \$1.5 million per year. The most items purchased by bid is turf chemicals and seeds with 138 items, followed by janitorial supplies with 96 items. Individual members cost savings can be from 25-80% of the retail costs for various bid items.

Ms. Bulat reported that as part of joint purchasing effort, the aerial photo project is underway. A consultant has prepared a Request of Proposals (RFP) to find a vendor to do the flyover work. The consultant is under a contract of \$20,000, which was less than anticipated. The final product is anticipated to have a greater resolution at costs similar to the 2014 aerials.

5. Questions or Comments by Commissioners. Mayor Gallagher reported to the Commission about efforts by the Mississippi River Cities and Towns Initiative (MRCTI). He noted that there are 184 communities along the main stem of the Mississippi River, and the MRCTI has been in existence since 2010. This year, the MRCTI conference was held in the Quad Cities, and over 30 local mayors attended, along with over 120 visitors. Participants were treated to visits at the Arsenal, Figge, and Blackhawk historic site, and a reception was held in Schwiebert Park in Rock Island.

Mayor Gallagher and Mayor Klipsch also shared information about sustainable activities of the MRCTI, including Farm to Table food efforts. Mayor Klipsch announced his upcoming trip to Washington, D.C. to learn about resiliency and international endorsement of green practices. He recently went to Germany to participate in a climate change and sustainability workshop. He mentioned that Wal-Mart in particular is interested to know where the food products that they sell come from and are informed about food production practices.

Mr. Gradert noted that it was nice to see the I-74 Bridge arches come to the Quad Cities via Mississippi River barge. It gives the public an opportunity to see the river way used for significant projects in addition to bulk commodity movements and pleasure boating.

6. Other Business. Ms. Earnhardt reminded Commissioners of the upcoming Scott County Economic Development Summit on February 28, 2019, and save-the-date information will be going out soon. Ms. Earnhart also alerted Commissioners to the next meeting on the third Wednesday, December 19.

Ms. Bulat also reported that following the Revolving Loan Fund (RLF) presentation at the October meeting, she has been contacted about a potential project in Rock Island, scheduled two presentations on the RLF, and received multiple loan officer contacts to expand the outreach efforts.

7. Adjournment. The meeting adjourned at 4:09 p.m.

Respectfully submitted,



Kathy Carroll-Duda
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2018**

	<u>Balance November 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance November 30</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – November 1, 2018	\$ 543,590.67			
Add Deposits		\$ 274,313.35		
Less Transfers			\$ 228,222.32	
Balance – November 30, 2018				\$ 589,681.70
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – November 1, 2018	\$ 1,178.61			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – November 30, 2018				\$ 1,178.76
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – November 1, 2018	\$ 69,111.32			
Add Deposits		\$ 202,691.04		
Less Checks Written			\$ 212,396.88	
Balance – November 30, 2018				\$ 59,405.48
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – November 1, 2018	\$ 2,170.01			
Add Deposits		\$ 99,531.28		
Less Checks Written			\$ 99,613.57	
Balance – November 30, 2018				\$ 2,087.72
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – November 1, 2018	<u>\$ 100,000.00</u>			
State Bank of Orion 6/25/18 – 12/25/18 (.80%)		<u>\$ 0.00</u>		
Add Investments Made			<u>\$ 0.00</u>	
Less Investments Matured			<u>\$ 0.00</u>	
Balance – November 30, 2018				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – November 1, 2018	<u>\$ 716,050.61</u>			
Deposits in November		<u>\$ 576,535.82</u>		
Withdrawals in November			<u>\$ 540,232.77</u>	
Balance – November 30, 2018				<u>\$ 752,353.66</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – November 1, 2018	<u>\$1,088,586.31</u>			
Add Deposits		<u>\$ 13,730.58</u>		
Less Withdrawals			<u>\$ 74,070.01</u>	
Balance – November 30, 2018				<u>\$1,028,246.88</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – November 1, 2018	<u>\$ 336,867.93</u>			
Add Deposits		<u>\$ 578.17</u>		
Less Withdrawals			<u>\$ 5.00</u>	
Balance – November 30, 2018				<u>\$ 337,441.10</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE DECEMBER 19, 2018
BI-STATE REGIONAL COMMISSION MEETING**

Opportunity Alliance LLC, consulting related to the enterprise zone application, November 2018 services, (cost reimbursed by participating member governments)	\$10,000.00
The Roosevelt Group LLC, November 2018 Legislative Technical Services (cost reimbursed by participating member governments)	<u>20,000.00</u>
TOTAL	<u>\$30,000.00</u>

Additional bills for which invoices have not yet been received and will be listed on an addendum to be distributed separately.

**BI-STATE REGIONAL COMMISSION
FY 2018-19 Program Budget Status Report
Through Month of November – 42% of Year**

ADOPTED BUDGET:	\$1,966,425.00	EXPLANATION:
EXPENDED THROUGH NOVEMBER:	\$ 730,344.01 (37.1%)	
STAFF LEVEL BUDGETED:	22.0 F.T.E.	
STAFF LEVEL MAINTAINED:	20.0 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING NOVEMBER:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Grants Inquiry; Liaison Visit.
ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning; Grant Inquiry.
ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update.
ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support.
ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails and Greenway Planning; HCEDP and EZ Participation; Liaison; IDHA Grant Appl.
ATKINSON – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Website Support; CARS submission assistance.
BETTENDORF – Air Quality; Drug & Alcohol Consort.; I-74 Bridge Coord.; Transit Planning-Performance Measures Coord.; Joint Purchasing; Haz. Mit. Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; MPO Trans. Coord.; Aerial Photo Coord.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Website Support, JAG Grant Inquiry.
BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan.
CAMBRIDGE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Aerial Photo Coord.; Zoning Maps.
CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.; Aerial Photo Coord.; Grant Inquiry.
COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Utility Map; SRTS Grant Appl.
COLONA – HCEDP Participation; Joint Purchasing; Floodplain; Trails and Greenway Planning; GIT and Hennepin Parkway Coord.; MPO Coord.; ILDOT- IL84 Concept Mtg.
CORDOVA – RICWMA Staffing; Riverfront Council; Transit Mobility/HSTP Planning.
DAVENPORT – Air Quality Asst.; Transit Planning-Performance Measures Coordination; FTA 5339 Grant Admin.; Joint Purchasing; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trails Planning; MPO Trans. Coord.; QCTrails.org; QC TELL; Aerial Photo Coord.
EAST MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; RICWMA Staffing; Riverfront Council; RLF Admin.; RMS Coord.; MPO Trans. Coord.; Trail Planning & GIT Coord.; Aerial Photo Coord.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning; MPO Trans. Coord.; Strategic Plan Inquiry.
FRUITLAND – Reg.9 Transp. Coord.; Solid Waste Coord.; Municipal Code Update.
GALVA – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning.
GENESE – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.; Aerial Photo Coord.; IDHA Grant Appl.
HAMPTON – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Aerial Photo Coord.
HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan & Mapping/Hennepin Parkway Coord.; MPO Trans. Coord.; Enterprise Zone App.; 9 Zoning & LESA Reviews.
HILLSDALE – Transit Mobility/HSTP Planning.
KETHSBURG – CDBG Grant Admin.; OSLAD Grant Site Visit.
KEWANEE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Joint Purchasing Information; IDHA Grant Appl.; Liaison Visit.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning.
LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support.
MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.
MILAN – E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; RLF Admin.; RMS Coord.; Cons. Dispatch Study Asst.; Comp Plan Update; Trails Planning; QCTrails.org; Aerial Photo Coord.
MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; MUNICES Coord.; RICWMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Coord. and Complete Streets Planning; MPO Trans. Coord.; QCTrails.org; Aerial Photo Coord.; SRTS Grant Appl.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord.; Aerial Photo Coord.
MUSCATINE COUNTY – Air Quality Asst.; Joint Purch.; Reg. 9 Coord.; Trails Plan Update/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Planning; 2019 Aerial Photo Coord.; ICOG Foreign Labor Housing Inspection.
NEW BOSTON – Transit Mobility Coord./HSTP Planning.
NICHOLS – CDBG Wastewater Funding Inquiry.
OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.
ORION – HCEDP and EZ Participation; Website Support; Transit Mobility/HSTP Planning.
PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Trails Coord. and Complete Streets.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning; Zoning Maps.
RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.; OSLAD Grant Site Visit.
RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; Trails Coord.; Website Support.
ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; MUNICES Coord.; Riverfront Cncl.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Trails Coordination; MPO Trans. Coord.; QCTrails.org; Complete Streets Planning; Aerial Photo Coord.
ROCK ISLAND COUNTY – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; QCEPC Committee; MUNICES Coord.; RICWMA Stfg. & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; QC Health Initiative; MPO Trans. Coord.; Forest Preserve Plan Update/Complete Streets, Greenway Plan; Census Tract Map Updates; Stationery-Business Cards.; Comp Plan Update Grant Award; Aerial Photo Coord.; OSLAD Grant App.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; Planning; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning + IAVQC Rideshare; Interop. Project; QC Health Initiative; Countywide IT Services/Equipment Coord.; QC EPC Meeting; 2019 Aerial Photo Coord.; Economic Development Summit.
SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support.
ST. LOUIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; RICWMA Stfg.; RMS Coord.; MPO Trans. Coord.; Trails Planning & GIT Coord.; RLF Loan Admin; Mapping Asst.; Aerial Photo Coord.; IDHA Grant Appl.
VIOLA – Transit Mobility/HSTP Planning; Mapping Asst.; Sidewalk Policy.
WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; Comp Plan Update; Trail Coord.
WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; Trails Plan/ADT Coord. Solid Waste Coord.; MMRLF; CDBG-DRT Grant Inquiry.
WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; Solid Waste Coord.; MMRLF.
WINDSOR – Transit Mobility/HSTP Planning; CDBG Grant Admin.
WOODHULL – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; IDHA Grant Appl.

Bi-State Report – November

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board and follow-up for the Enterprise Zone application, and assisted with QC Enterprise Zone Ordinances and public hearing. Began planning economic summits. Attended Iowa Regional Council of Governments meeting. Data warehouse www.greaterqcregiondata.org website maintenance. Attended community development trainings and webinars. Continued comparing economic development software. Began Comprehensive Economic Development Strategy (CEDs) progress report update with input meetings.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 7 data and map requests including 3 from non-profits, 2 from local governments, 1 from an academic institution, and 1 from a private citizen. The data section of the Bi-State website had 61 page views. The data portal (www.greaterqcregiondata.org) had 27 sessions and 230 page views. Staff continued to assist with and monitored the 2020 Census.

Graphics/GIS/Mapping: QC Street Map (Folded & Wall Versions) Distribution; QCTrails.org Website Maintenance-trail safety alerts; Region-wide 2019 Aerial Photo Update Coordination; Region 9 Transportation Improvement Plan Mapping; Transit Development Plan Mapping; Updated/Maintained GIS Data for Street Centerlines, Traffic Counts, MPA Boundary, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, zoning, utilities.

www.bistateonline.org: Total pages viewed for November 2018 was 2,864, and top pages viewed included: Joint Purchasing Council/Bid Notices (280); Average Daily Traffic Counts (84); Our Staff (157); Current Open Bids (45); Contact Us (50); Quad Cities Metro TIP (46); Search (119); Documents (53); and Joint Purchasing - Bid Tabulations (44).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Assisted with Safe Routes to Schools grant applications. Prepared solar farm zoning reviews. Worked on Rock Island County Forest Preserve Plan, Rock Island County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Published Scott County REAP Plan update. Attended two Open Space and Land Acquisition grant site visits. Served Rock Island County Waste Management Agency (RICWMA) with oversight and management of waste disposal and recycling programs, drop-off recycling program, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Continued development for 2019 alternative energy workshop. Continued multi-jurisdictional hazard mitigation planning. Attended River Action meetings. Provided information on organizing of a Quad City Area Flood Alliance.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: water treatment chemicals, paper, turf chemical and seed, signs/sign posts, can liners, and food service supplies. Staffed Quad Cities Area intergovernmental forums and meetings of managers, administrators, and chief elected officials. Assisted with Rock Island Arsenal issues. Participated in emergency planning and preparedness meetings. Provided follow-up for Scott County smaller community IT study.

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. Closed on loan with Davenport company. 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. Served transportation inquiries on projects, funding, and rail crossings. Held interdisciplinary traffic safety meeting. Monitored bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Continued extreme weather durability and resilience and adaptation assessment pilot. Facilitated RFQ process for Illinois 92 corridor and prepared RFQ proposal for QC Mississippi River Rail Bridges ILSPR grants. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings, as well as other trails planning and grant assistance. Facilitated QCTransit.com, QCTrails.org, and QC Rideshare sites maintenance. Facilitated issues related to Bi-State Regional Trails Committee. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program, and continued to facilitate new vendor contracting and questions. Monitored MPO and Iowa Region 9 FY19 Transportation Planning Work Programs. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2019-22 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. Received summary and recommendations from Region 9 planning process review. Presented MPO & Region 9 STBG manual updates. Continued model development coordination, including beginning to address parcel data needs. Addressed performance measures requirements. Continued 2050 travel demand model network and input data. Administered Illinois Region 2 transit HSTP coordinator position. Administered Federal Transit Administration (FTA) 5339 grant. Monitored status of implementation of passenger rail service to Chicago. Participated in webinars, workshops, and conferences on various transportation topics related to modeling, resiliency, walking, and bicycles.

City of Muscatine
Hotel/Motel Tax Receipts
1981 Through the Quarter Ended September 30, 2018
Calendar Year Basis
(Reflects Sales Tax for the Quarter Indicated Received by the City in the Following Quarter)

	<u>1981</u>	<u>1982</u>	<u>1983</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>	<u>1988</u>	<u>1989</u>	<u>1990</u>
Quarter Ended:										
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
Totals	\$ 65,487.23	\$ 81,283.83	\$ 83,194.35	\$ 82,566.63	\$ 75,440.13	\$ 68,019.54	\$ 74,056.93	\$ 86,378.24	\$ 100,563.50	\$ 111,920.66
	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
Quarter Ended:										
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
Totals	\$ 116,507.72	\$ 178,008.99	\$ 240,672.90	\$ 229,186.74	\$ 258,151.12	\$ 259,297.73	\$ 271,537.26	\$ 301,551.38	\$ 301,927.40	\$ 288,776.21
	<u>2001 (#3)</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Quarter Ended:										
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
Totals	\$ 314,926.44	\$ 273,447.35	\$ 288,003.59	\$ 314,784.33	\$ 316,868.23	\$ 329,623.35	\$ 379,053.64	\$ 358,374.17	\$ 293,495.44	\$ 319,974.06
	<u>2011 (#4)</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>		
Quarter Ended:										
March 31	\$ 97,259.96	\$ 65,312.80	\$ 76,008.31	\$ 87,924.55	\$ 61,324.69	\$ 58,769.22	\$ 86,777.60	\$ 83,638.58		
June 30	100,472.96	88,516.82	100,435.65	114,264.99	80,769.29	104,942.81	123,496.31	120,888.94		
September 30	78,823.22 *	89,285.49	96,330.15	123,794.51	110,093.27	128,105.11	193,426.10 *	131,538.50		
December 31	115,118.50 *	69,971.65	116,521.58	87,980.48	87,997.63	102,700.22	124,039.51			
Totals	\$ 391,674.64	\$ 313,086.76	\$ 389,295.69	\$ 413,964.53	\$ 340,184.88	\$ 394,517.36	\$ 527,739.52	\$ 336,066.02		

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

* The 3rd Qtr of
2017 has \$3,927.70
which is for a diff.
City which will be
deducted next qtr.
That qtr also inc.'d
\$46,906.65 for
amended returns
for one hotel for 2015.
Without those items
that quarter would
be \$142,591.75.

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: 12-11-18

E-mail Reports to

E-mail updated report as payments received to:

~~Joe Clark (joekrys@roadrunner.com)~~ (Requested to discontinue 3/20/13)

~~Heather Shoppa~~

~~Jane Daufeldt (discontinued; retired)~~ New email bzpdirector@machlink.com

Greg Jenkins

Danielle (Americ Inn) (muscatine.ia@americinn.com)

Gregg

~~Hannah~~

~~Chris Boar~~

~~Nick Cusiek~~

~~Turner Nelson~~

Jody Hansen

Tiny Talkers

Ready Readers

SAVE THE DATE
JANUARY 16 8:30-9:45AM

Introducing Musser Public Library's upcoming program, LENA, that builds babies' brains through early talk.

Musser Public Library
Community Room

Coffee and pastries will be served



Musser Public
Library



Community
Foundation
of Greater Muscatine



AIM
Aligned Impact Muscatine



UnityPoint Health
Trinity Muscatine