City Administrator Report to Mayor & City Council
2019.03.29, Edition No. 340

WEEKLY UPDATE:

- IMMI: Attached are a few preventions that I thought you might find interesting or useful from this years Iowa Municipal Managers Institute.
- Carver Corner: Staff plans to bring draft RFP for the development of Carver Corner to the next meeting. We will likely have a short presentation or comments and then return at the in-depth for discussion. That will give you time to review it properly prior to a full discussion.
- TIF: We will be bringing and amendment to the Oak Park TIF forward to Council at the next meting to address some minor changes to the document to address tax issues or consequences identified by the developers subsequent to the original approvals. Our bond counsel has made the changes and please note that this will not affect the increment being rebated to the developer.
- Park: Attached is a handout from a recent meeting I attended. This local group would like to create a Peace park in Muscatine.
- Overpass: the overpass (or other options - i.e. underpass) is being added to CIP. You will see it as a supplement at the point it is presented to City Council as it is late in the process.
- Bi-State: Please see the attached packet for the March 27, 2019 Bi-State Regional Commission meeting packet for the meeting Wednesday, March 27, 2019 at 3:30 p.m. in the Scott County Administrative Center.
- Leaf Pick-up: The City of Muscatine Department of Public Works (DPW) will be working through Zones 1-8 (see map of zones) during a two week period starting Monday, April 1, picking up leaves left by residents at the curbside. City crews will make one pass through each zone but residents have the opportunity to call DPW at 563-263-8933 to be put on a list for the city leaf truck to come by and pick up leaves. The last day to call to be placed on the list for leaf pickup will be Wednesday, April 10. The last day for leaf pickup will be Friday, April 12.

Additional Information:

Legislature

I wanted to point out two items from today's legislative link that you need to be aware of and in case you hadn't had the chance to review it. Please see information from the Iowa League on HSB 165 (Property Tax Reform) and and SF 343 ATE Ban (and regulation).

"I remember Muscatine for its sunsets. I have never seen any

on either side of the ocean that equaled them" — Mark Twain

HSB165 | Property Tax Reform

- **Please reach out to your legislator and let them know how HSB165 negatively impacts your community.**
- As amended, HSB165 creates several issues for cities:
  - Limits cities to 2 percent general fund growth and eliminates several uncapped and necessary levies. Two percent is less than the growth of many rising costs cities are required to pay such as IPERS, road construction and repair costs and collective bargaining agreement increases.
  - Caps ending fund balances to 25 percent which may affect a cities' credit rating. Additionally, with a 2 percent general fund growth cap, rainy day funds in the form of ending fund balances are difficult to build back up.
  - Ability to exceed the 2 percent growth, especially if it is to cover recurring expenses, should be built into next year's base rather than a one-time increase. Otherwise the costly reverse referendum will be a constant burden to taxpayers.

SF343 | Automated Traffic Enforcement Ban

- Outright ban on all uses of automated traffic enforcement (ATE).
- Passed out of the Senate 30 – 19. Will now be sent to the House for consideration.
- Competing with the house proposal HF674, which regulates but not bans ATEs.
- League is registered in opposition.

Projects

The following are notes from the Project Management held on Wednesday, March 27th:

1. Phase IVB - West Hill Sewer Separation:
   a. E. 8th from Cedar to Iowa milled
   b. Trees being removed
   c. Exposed water main
   d. April 1st: Begin installation of water main

2. Mississippi Drive Corridor Project:
   a. Revised punch list items need to be completed
   b. Final walk through on 2nd Street needed
   c. Mad Creek Channel Armoring:
        1) Rip Rap in place but not scattered properly
   d. Work with Bolton-Menk for Award recognition (Pat)
   e. Re-poured the streetlight foundation
   f. Re-poured sidewalk at Flood wall Roller
   g. Re-poured Chestnut St
   h. Re-poured Handicap parking stall at Nutrition Outlet
   i. Need to clean lay down area at the former Beach Lumber site
   j. Goal: May 2nd Closeout

3. Riverside Master Plan:
    a. 2019 - Facilitate Master Plan Development
        1) Beer Garden
        2) Truck Vendors
        3) Entertainment Area
        4) Riverview Center/Papoose Pump Station
        5) Tiered Amphitheater
        6) Other

4. Grandview Ave. Reconstruction Project:
    a. Plans Completed
    b. 81% of property acquired
        1) Goal: May 16th Council Meeting - Approve remaining easements
    c. Bid Letting:
        1) April 1st - Request Bolton-Menk for an updated schedule
    d. Allow for late start date (March 2020)
    e. No disruption of Grandview Ave. traffic in 2019

5. 2nd/Mulberry Roundabout Project:
    a. Plans completed
    b. 2019 Project
        1) Impacts 2nd St. Streetscape Project Schedule
    c. Property still not acquired

6. Westside Trail:
    a. Waiting for final Categorical Exclusion Clearance from DOT
    b. Check Plans submitted to IDOT
    c. Trees Removed per regulations (Indiana Bat)
    d. Tentative Schedule:
        1) June 6th: Set Public Hearing
        2) June 20th: Public Hearing
        3) June 20th: Approve Plans/ Specs etc.
        4) July 16th: Bid opening (DOT TPMS report)
        5) August 1st: Award Contract
        6) August 15th: Approve Contract and Bond
        7) Late August: Construction Start

7. 2nd Street Streetscape Project
    a. April 18th - next PMT meeting
    b. April 18th - presentation to the City Council
    c. Surveying underway
    d. Reconstruct Iowa/Sycamore/Cedar intersections
    e. Focus on sidewalk design
    f. Keep street repairs to a minimum

8. Kent Stein to Deep Lakes Trail:
   a. Still some outstanding expenses before closeout

9. DOT Lake Park Blvd Site:
   a. Final needs/site analysis completed
   b. Set Council Tour
   c. 2019 Design
   d. 2020 Construction

10. Carver Corner Development:
    a. Initial Goals:
       1) Highest and Best Use Development
       2) Attract more people to live in Muscatine
       3) Make it unique from CBD
    b. Process:
       1) Met with developers/stakeholders
       2) Draft RFP completed
       3) Meet with Council April 4th

11. Old Library Site:
    a. City to consider development options
    b. Will follow same process as Carver Corner

12. 2018 Full Depth Program:
    a. April 1st: Houser & Logan
    b. Park Ave. West, 2nd Ave.

13. 2019 Full Depth Program:
    a. Streets: Fulliam, Houser, Lake park, University Dr. Musser, Hershey
    b. Schedule:
       1) April 18th: Set Public Hearing
       2) May: Bid Opening

14. City Hall Security:
    a. Project over budget at this time
    b. Panel material needs revised

15. Phase V - West Hill Sewer Separation Design:
    a. Survey work underway
    b. Stanley's to set next meeting date

16. Park Ave. Three Lane Configuration Project
    a. Costs to be divided between City/DOT/MPW
    b. Tentative schedule:
       1) Winter ('19/'20) Bid Letting
       2. 2020 Construction

17. Fullim/Houser Roundabout:
    a. April 4th: Resolution to Rescind this project

2019 Projects:
    a. Mad Creek Channel Armoring and Floodgate Paving
    b. Riverside Park Development and Master Plan Implementation
    c. Grandview Ave. Reconstruction Project
    d. Westside Trail
    e. West Hill Sewer Separation Phase IVB
    f. Roundabout at 2nd/Mulberry
    g. 2018/2019 Full Depth Patch Program and Asphalt Overlay (alleys)
    h. 2nd Street Streetscape Project Design
    i. DOT Lake Park Facility Needs Assessment and Design
    j. West Hill Sewer Separation Phase V Design coordination
    k. Study of Briar's Ditch design for future improvements
    l. Carver Corner Development
    m. Old Library site development
    n. City Hall Security
    o. DOT's Doc Express Implementation

Stop Ignoring the Problem

Technology Concerns that Should be Keeping You Up at Night

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WELCOME TO SOPHICITY

Presenter

Dave Mims

CEO

davemims@sophicity.com
770-670-6940 x110

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Who remembers the story…

It just takes ONE!

- 1 unprotected/unmanaged **computer** to be the way in for a cybercriminal.

- 1 unsuspecting **employee** to let the cybercriminal in through your best system of defenses.

- 1 critical **best practice** overlooked like regularly testing your data backups to lose your data to ransomware.

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And if you are hit…

Why would you ever pay a ransomware ransom?

- **1 in 4** who pay actually get their data back.

- Of those, **half** get hit again.

Be careful who you Trust

Because even the Devil
Was once an Angel

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- Trust the criminal to put your data back just as it was?

- Trust the criminal to clean up their mess in your network?

- Trust the criminal to lock themselves out as they leave, never to come back?

Be careful who you Trust

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↗ And if you are hit…

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- Trust the criminal to put your data back just as it was?

- Trust the criminal to clean up their mess in your network?

- Trust the criminal to lock themselves out as they leave, never to come back?

- **3 in 4** lose their data after paying. Half who pay, get hit again.

- **Why would you even have to consider paying the ransom?**

Be careful who you Trust

Because even the Devil Was once an Angel

Your biggest risks! – The 3Ps

- Passwords

- Patching

- People

Big Risk: Poor Passwords

A study from a research company in California found:

- **1 out of 3** people had their passwords written down somewhere around their desk.

- Many used **obvious passwords** (child name, pet name, college mascot, birthdate, etc).

- Overall, researchers figured out passwords of **half** of the people in the study!

Half of all security breaches involve stolen or easily guessable passwords!

I changed all my passwords to "incorrect".

So whenever I forget, it will tell me "Your password is incorrect."

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Big Risk: Poor Passwords

SplashData's annual **Worst Passwords List**, compiled from millions of **leaked** passwords during the year, shows people continue putting themselves at **risk**. For 2018:

1. 123456	2. password	3. 123456789	4. 12345678	5. 12345
6. 111111	7. 1234567	8. sunshine	9. qwerty	10. iloveyou
11. princess	12. admin	13. welcome	14. 666666	15. abc123
16. football	17. 123123	18. monkey	19. 654321	20. !@#$%^&*
21. charlie	22. aa123456	23. donald	24. password1	25. qwerty123

Remember, hackers are using **automated software** to look for holes. That automated software attempts common and weak passwords that are easy to crack.

Your biggest risks! – The 3Ps

- Passwords

- **Patching**

- People

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Big Risk: Failing to Patch

- **Government particularly lags** on replacing outdated software, patching current software, implementing individual endpoint defense...

- It's not unusual to see cities using software that is **8-10 (or more) years old** and hasn't been supported by the software vendor for a long time.

By not regularly applying patches, **you are choosing to leave security holes open** for hackers to exploit.
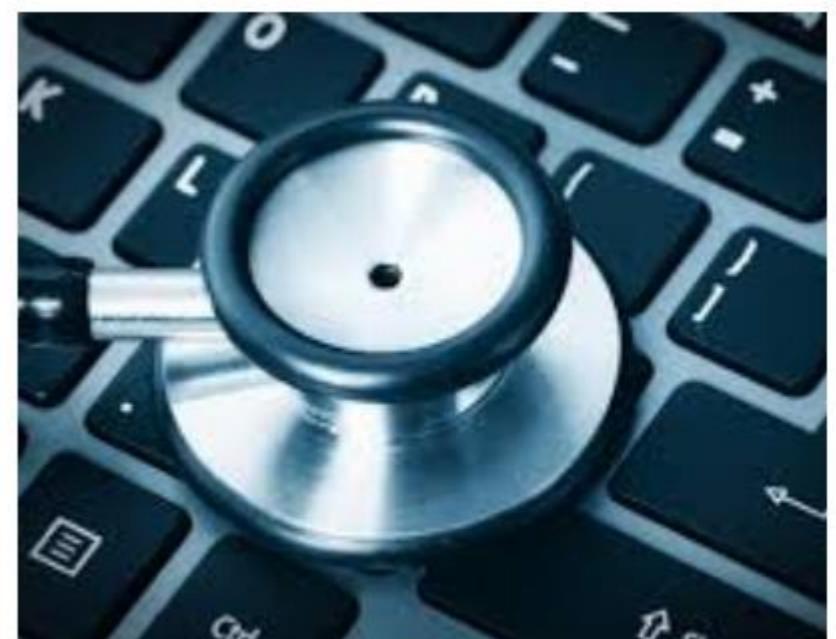
🔷 Your biggest risks! – The 3Ps

- Passwords

- Patching

- **People**

Big Risk: Untrained People

- Who receives an **email** with ransomware?

- Who clicks on a malicious **website link**?

- Who opens a malicious **file attachment**?

- How does **ransomware** get into your city network?

People: You, your staff, or some other user on your network.

↗ Your biggest risks! – The 3Ps

- Passwords

- Patching

- People

↗ Can you spot phishing?

↗ Can you spot phishing?

PHISHING	LEGITIMATE

Luke Johnson <luke.json8000@gmail.com>   7:27 AM
to me ▾

Luke Johnson has shared a link to the following document:

📄 2019 Department Budget.docx

Hey there. Here is the doc you asked for. Let me know if you need anything else!

Open in Docs

http://drive--google.com/luke.johnson

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↗ Can you spot phishing?

PHISHING | LEGITIMATE

Fax Message NoReply [admin] <noreply@efacks.com>
to me ▾   7:33 AM

You have received a 1 page fax at 1/30/19, 7:33 AM
Click here to view this fax online

eFax®

Thank you for using the eFax Service! Please visit www.eFax.com/en/efax/page/help if you have any questions, or believe you have received this fax in error.
eFax Inc (c) 2019

http://efax.hosting.com.mailru382.co/efaxdelivery/2017Dk4h325RE3   Privacy / Terms / Feedback

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↗ Can you spot phishing?

PHISHING | LEGITIMATE

TK <tk867530@gmail.com>
to me ▾   7:35 AM

hey, do you remember THIS PHOTO!

Jigsaw | Google   Privacy / Terms / Feedback

https://drive.google.com.download-photo.sytez.net/AONh1e0hVP

Can you spot phishing?

PHISHING	LEGITIMATE

Dropbox <no-reply@dropboxmail.com>   7:36 AM
to me

Hi,

Your Dropbox is full and is no longer syncing files. New files added to your Dropbox folder won't be accessible on your other devices and won't be backed up online.

Upgrade your Dropbox today and get 1 TB (1,000 GB) of space and powerful sharing features.

Upgrade your Dropbox

For other ways to get more space, visit our Get More Space page.

Happy Dropboxing!

- The Dropbox Team

P.S. If you need the biggest plan we've got, check out Dropbox for Business.

https://www.dropbox.com/buy

↗ Can you spot phishing?

PHISHING   LEGITIMATE

Sharon Mosley <sharon.mosley@westmountdayschool.org>   7:38 AM
to me ▾

Good day John Doe,

Please find attached the 2019 financial activity report for your perusal.

Thanks & Regards,

Ms. Sharon Mosley
Westmount Day School

PDF

📄 2019 F.A.R.pdf

Can you spot phishing?

Can you spot phishing?

PHISHING   LEGITIMATE

Google <no-reply@google.support>

to me

7:43 AM

Government-backed attackers may be trying to steal your password

There's a chance this is a false alarm, but we believe we detected government-backed attackers trying to steal your password. This happens to less then 0.1% of all Gmail users. We can't reveal what tipped us off because the attackers will take note and change their tactics, but if they are successful at some point they could access your data or take other actions using your account. To further improve your security, based on your current settings, we recommend:

Change password

https://google.com/amp/tinyurl.com/y7u8ewlr

Can you spot phishing?

PHISHING | LEGITIMATE

Google

Hi John Doe
JohnDoe@gmail.com

TripIt wants to

View your email messages and settings ⓘ

Allow TripIt to do this?

You may review this app's terms of service and privacy policies. You can remove this or any other app connected to your account in My Account

CANCEL | ALLOW

https://www.tripit.com/uhp/userAgreement

↗ 3Ps: Who's a big risk?

↗ Phishing takes its gloves off...

- Bad actors **aren't just hiding and bating** like the phishing emails we just worked thru.

- In-your-face, threatening, **blackmailing** emails playing upon **fear** and the person's lack of technical knowledge.

- "I placed a **malware** on the X video clips (**pornographic** material) **web-site** and guess what, you visited this web site to have fun (you know what i mean)."

- "I captured salacious activity via the your **webcam**."

- "While you were viewing video clips, your **internet browser** started out functioning as a **Remote Desktop** that has a **keylogger** which provided me...

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Your Cybersecurity risks...

- will be considered by financial institutions to determine **your bond rate**.

- will be considered by insurance institutions to determine **your premiums**.

$$$

And,

- is considered by state and federal agencies for **access to criminal information systems**.
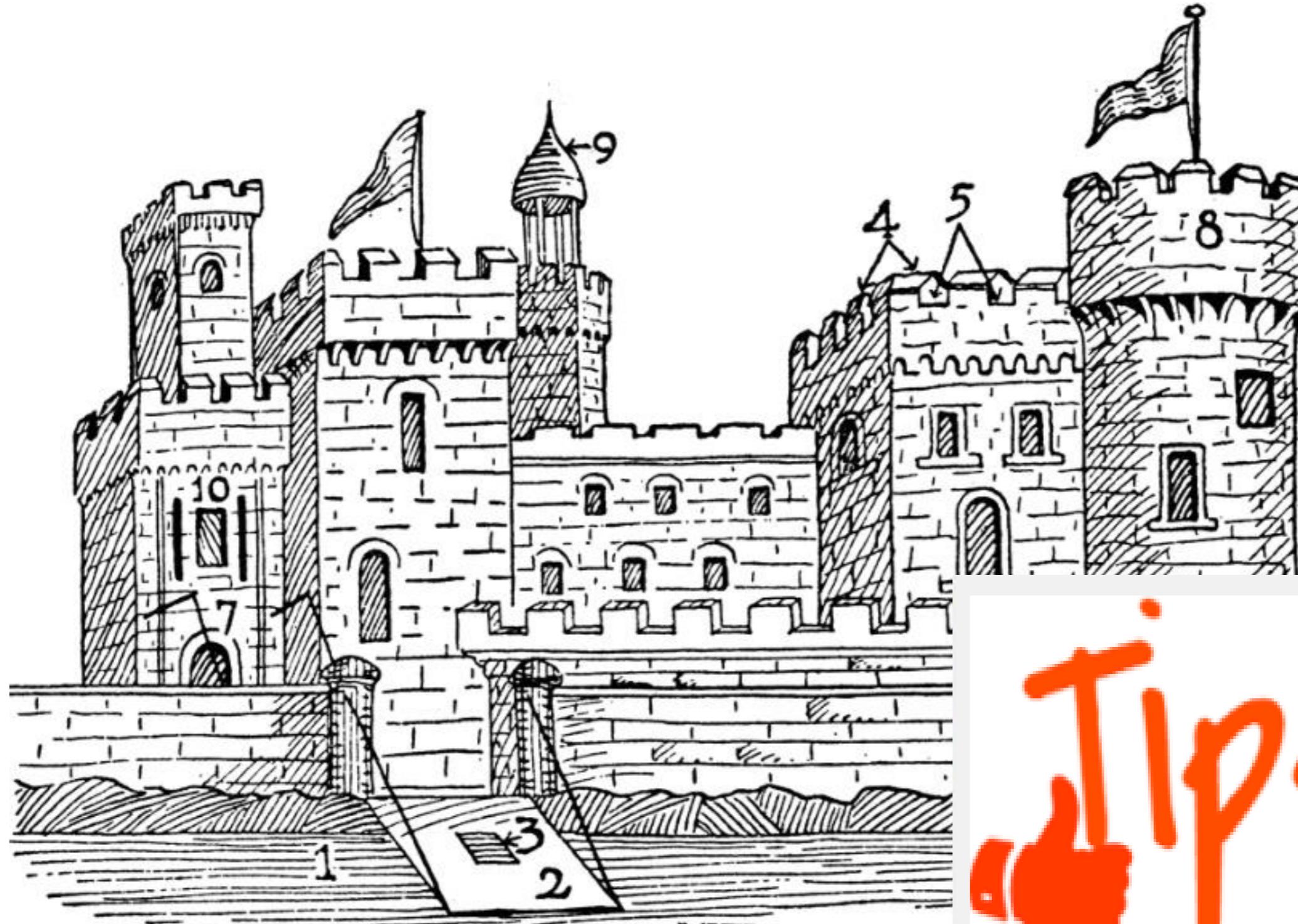
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What do we do?

↗ Fundamental

Three (3) **fundamental** areas to <u>absolutely get right</u>!

1. The Wall

2. The People

3. The Escape
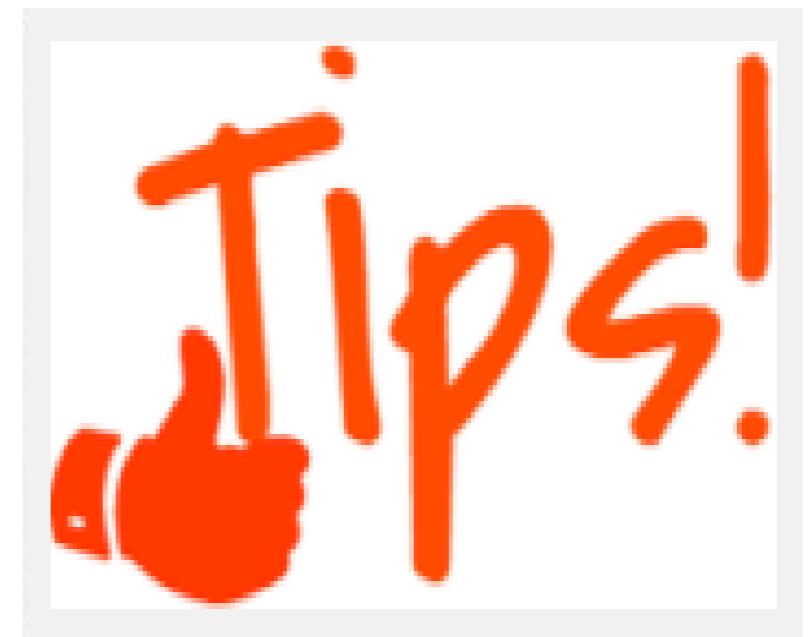
Fundamental: The Wall

Policies, Technology, and Professionals

↗ Fundamental: The Wall

Policies, Technology, and Professionals

- Policies: **passwords**, computer usage, internet usage, access, …

Passwords

- Use a password on all devices – including tablet & phones.

- Use passphrases (preferred) or complex passwords.

- Use two factor authentication (2FA).

- Do not write passwords down and leave them visible.

- Do not use obvious passwords. Change your password today if in the top 25…

- Do not use the same password for all systems you access.

- Consider using a reputable password vault.
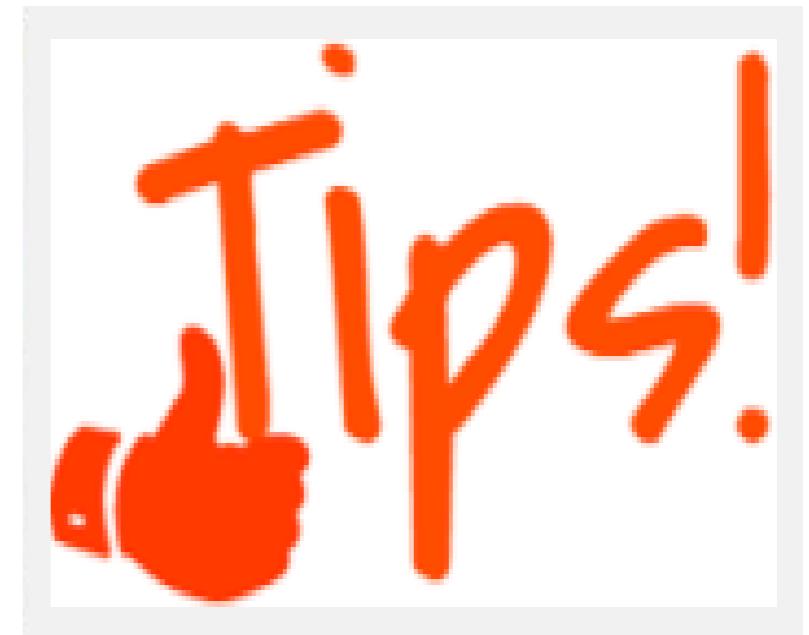
Fundamental: The Wall

Policies, Technology, and Professionals

- Policies: **passwords**, computer usage, internet usage, access, …

- Technology: monitoring & alerting, **patch management**, modern/supported hardware, modern/supported operating system, modern/supported applications, antivirus, antispam, email, …

Fundamental: The Wall

Policies, Technology, and Professionals

- Policies: **passwords**, computer usage, internet usage, access, …

- Technology: monitoring & alerting, **patch management**, modern/supported hardware, modern/supported operating system, modern/supported applications, antivirus, antispam, email, …

- Professionals: people who **know what they are doing** when setting up technology, configuring technology, upgrading technology, monitoring technology, managing technology, supporting technology, …

Tips!

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Fundamental

Three (3) **fundamental** areas to <u>absolutely get right</u>!

1. The Wall

2. **The People**

3. The Escape

↗ Fundamental: The People

Training, Training, and Training

- **Who** gets the email, **who** clicks the link, **who** opens the attachment, **who** has access to the systems, **who**...

- **How** could they let that happen? **How** could they not see the danger or know better?

Have you __trained__ them?

↗ Fundamental: The People

Today, **training employees** about cybersecurity is more important than ever. Cities are targets for hackers and criminals who use ransomware, malware, viruses, and other cyberattack tools to harm city operations, networks, and data. Hackers use techniques that **trick employees** into handing over access to your systems—and criminals know that people can be the **weakest link** in your security.

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- Spot **email** scams (phishing, spear phishing, whaling)

- Spot **phone** scams (vishing)

- Spot **in-person** scams (follows in)

- Simulate phishing attack

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Fundamental

Three (3) **fundamental** areas to <u>absolutely get right</u>!

1. The Wall

2. The People
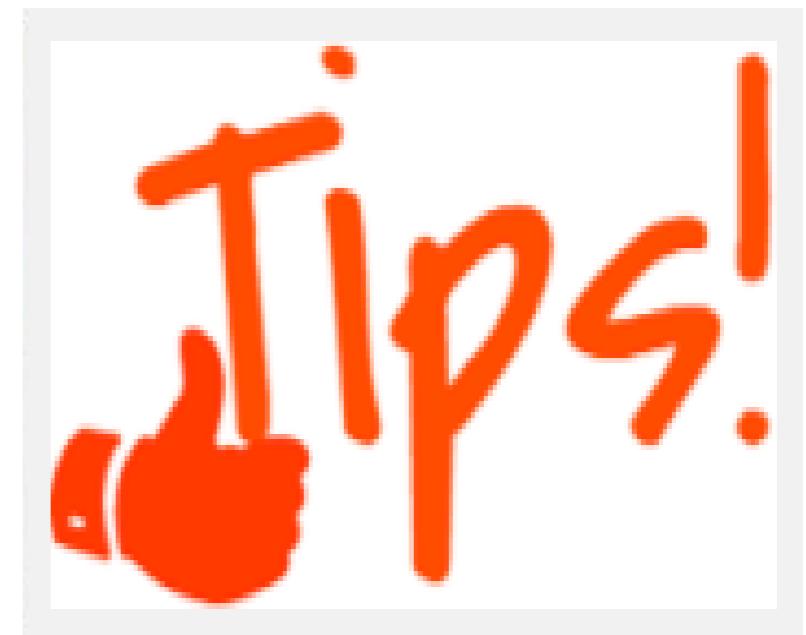
3. **The Escape**

Fundamental: The Escape

Data Backup and Disaster Recovery

- When the **Wall** is breached...

- When the **People** let the bad guys right in...

- <u>Know</u> you can recover!

Why is ransomware growing? Why are people paying the ransom?
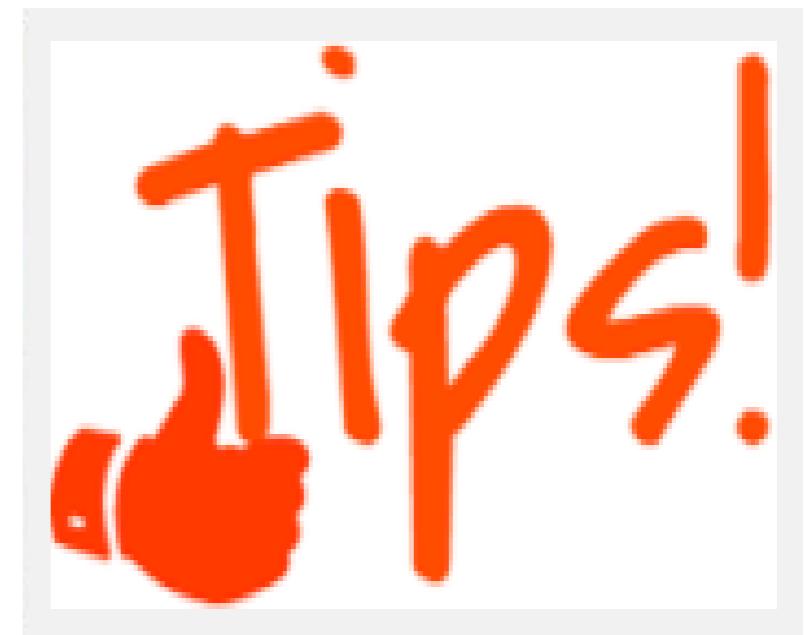
Fundamental: The Escape

Data Backup and Disaster Recovery

- Address **time to recovery** for smaller incidents through onsite data backup.

- Plan for **worst-case scenarios** through offsite data backup.

- **Monitor** your data backup real-time.

- **Test** your data backups regularly.

Your data backup is ultimately your escape plan (e.g. additional **low-cost insurance**) if the worst happens. Have it. Manage it. **Test it.** -- Know it will work!

Tips!

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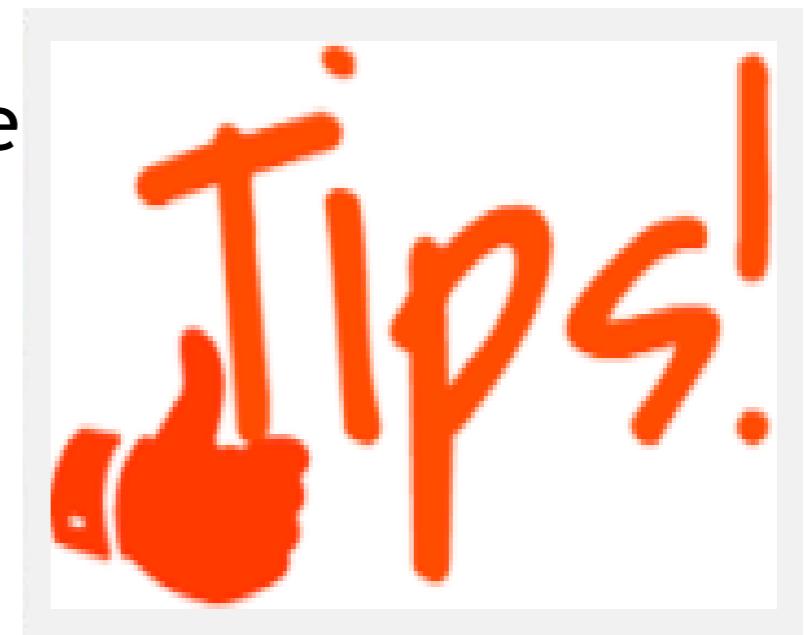
REMEMBER: It just takes ONE!

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- 1 unsuspecting **employee** to let the cybercriminal in through your best system of defenses.

- 1 critical **best practice** overlooked like regularly testing your data backups to lose your data to ransomware.

- **Don't be that city who is the latest front page news!**

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IT in a Box

Cybersecurity and Computer Maintenance

IT in a Box guards against cyberattacks by keeping your computers patched, protected, and healthy. Includes always-on monitoring and alerting for issues, enterprise-class antivirus protection, automated computer maintenance, and ongoing software patching to keep you secure.

24x7 Helpdesk

IT in a Box's U.S. based helpdesk provides cities both remote and onsite support. You will talk to senior IT engineers with many years of experience supporting municipal staff and applications. Available 24x7x365, our helpdesk supports your municipal staff in the office, working from home, and on the road.

Data Backup and Disaster Recovery

Onsite data backup for quick recovery after events like a server failure. Unlimited offsite data backup for worst-case scenario recovery after a major incident like a natural disaster. Real-time monitoring to quickly address data backup issues and quarterly testing to verify your disaster recovery.

Records / Document Management and Email

Software and policies to protect your city records, documents, and email. Reliably archive, retain, access, and delete information according to your record retention schedules—and we even help you process Open Records Requests. Also includes Microsoft Office Professional Plus and city email with 50GB of mailbox storage for each user.

Who guarantees IT services based on your expectations?

WE DO!

Video Archiving

No more buying additional expensive storage for video. We provide unlimited offsite video storage to meet state record retention policies. As your squad car and body camera video continue to grow at a rapid pace, your storage costs do not change.

Policy and Compliance

We help you adopt best practices and policies that address information security risks and assist with Legislative Audit compliance. By making sure your staff is knowledgeable and prepared, we help your city comply with the law and lessen your risk of falling victim to the latest external and internal threats.

Website

We provide you a modern website with a custom design that will reflect your community well online. To save you time, submit your website updates to us and we will post them for you.

Vendor Management and Procurement

No more frustrating calls with vendors. We've got it! Issues with your software or hardware vendor? Call us for support. Need a new computer? Call us and we'll procure it.

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Questions?

Dave Mims, CEO
davemims@sophicity.com
770-670-6940 x110

Visit us on the web at:
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Fostering Civility

Focus of Today's Session

Supporting/Maintaining

**effective decision-making**

and **implementation**

in your community.
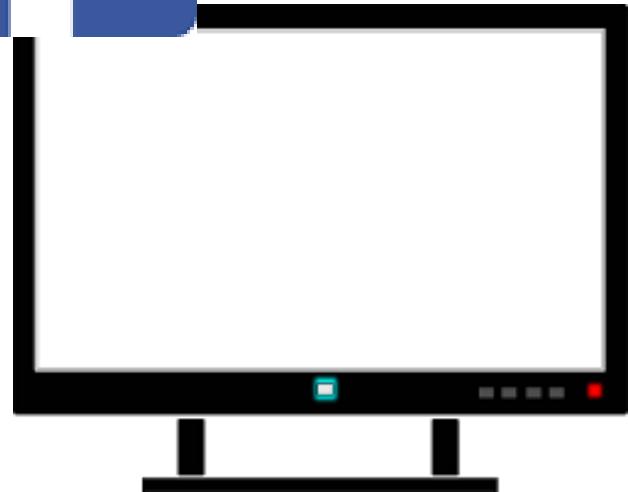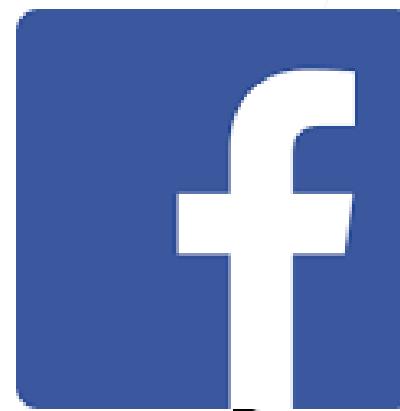
These are two very different environments.

Yet both involve presentation of differing viewpoints.

Providing Broad Context
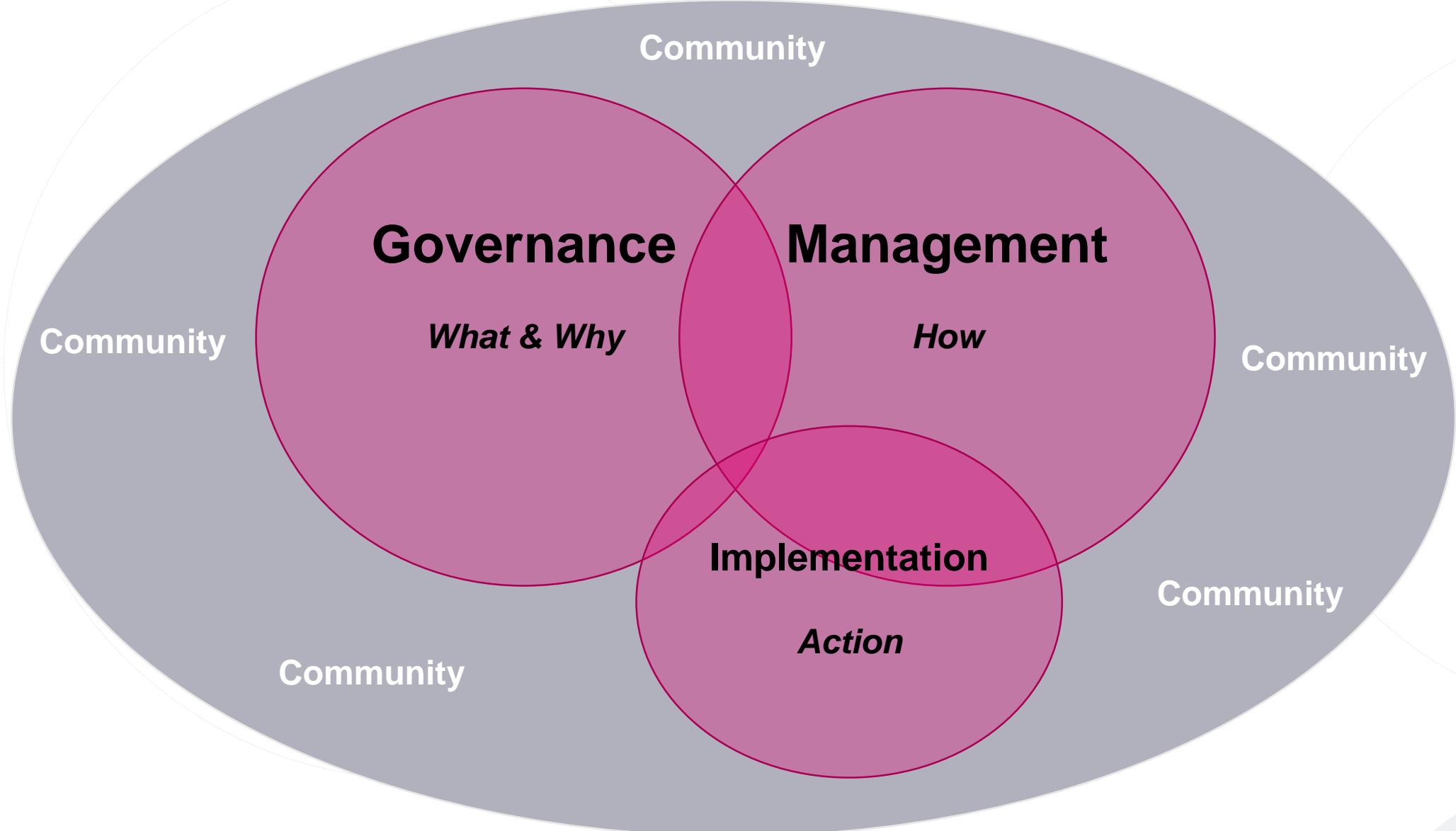
Understanding Everyone's Roles

❖ Role of the Mayor

❖ Role of the Council

❖ Role of the City Manager/Administrator

Understanding How Things Work

❖ Policies

❖ Procedures

❖ Systems

(never assume that everyone knows these)

Understanding How Things Work

- ❖ Council orientation meeting
- ❖ Council team building sessions
- ❖ Council goal-setting sessions
- ❖ Iowa Municipal Leadership Academy

Public Meetings
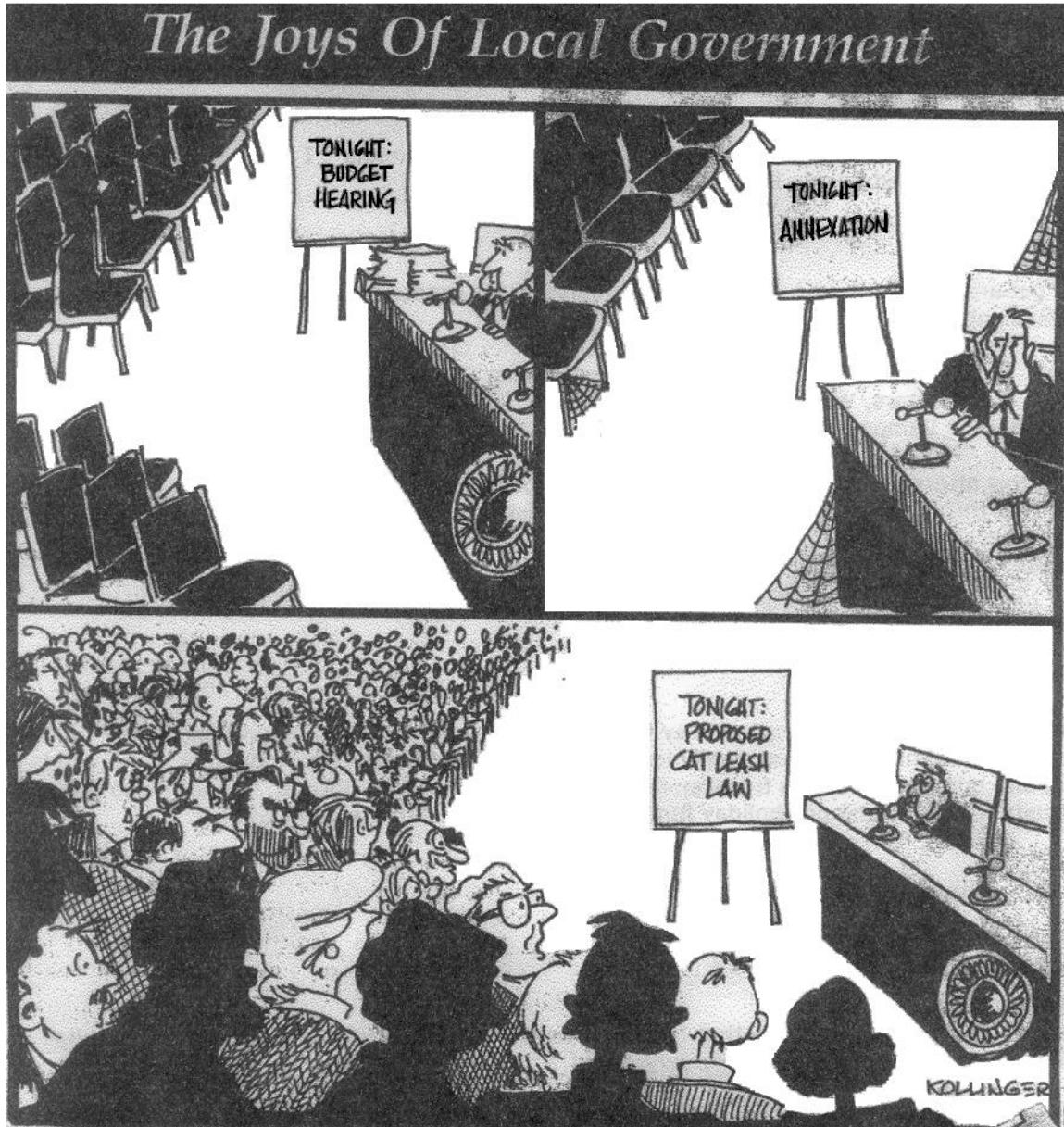
No matter the issue, support a civil exchange of ideas.

Public Meetings

❖ Public comment
- Time limit for comments
- Content of the comments
- Behavior/language

❖ Public hearings/comments on agenda items
- Time limit for comments
- Content of the comments
- Behavior/language
- Hear all viewpoints

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Public Meetings

- ❖ Preparation
- ❖ Intervention
- ❖ Naming
- ❖ Suggest a break

Public Meetings

❖ Have consistent expectations across the organization

❖ Meeting structure influences behavior

Support Civility

❖ Inside your organization
  - Respect among staff
  - Customer centric culture
  - Appropriate guidelines
  - Provide training

Some Cautionary Notes

- ❖ Using the guise of civility
- ❖ Dialogue doesn't really occur online
- ❖ Look for the grey

Discussion? Questions? Comments?

Contact information:

👤 **Regenia Bailey**

📱 319-321-1385

✉️ **rdb@baileyleadership.com**

🌐 **www.baileyleadershipinitiative.com**

WORLD PEACE PARK

The history of Muscatine is saturated with organizational and individual efforts in the pursuit of world peace. For 70 years Muscatine has fostered student exchanges through Youth For Understanding, American Field Service, Rotary International. Innumerable Japanese, German, Chinese and other cultural homestays and exchanges have occurred. Our delightful Sister Cities organization is far greater than in most any town of our size. China 's President Xi says repeatedly and clearly that Muscatine represents the " real America."

Muscatine stands for the pursuit of world peace.

Catherine Miller and C. Maxwell Stanley committed their entire lives toward the pursuit of global peace, each in their own way. In the case of Max Stanley, he created a great deal of Community income and wealth through his work as a peace advocate. There is a remarkable story attributing the success of what now is HNI Corporation to Max's commitment to the pursuit of world peace through United Word Federalism. Billions of dollars in wages, salaries, profit sharing, dividends, and stock share value have directly resulted from Max's peace efforts.

The very existence of The Stanley Foundation, Holthaus Trust, E & M Charities andThe Elizabeth Foundation For The Arts (N.Y.City). would not have come to exist if Max had not been consumed by the necessity for peace across the world. Our community benefits greatly even at this moment through the activities and commitment of the Howe family and the remarkable Howe Foundation, created principally through Stan Howe's leadership of HNI, while Max pursued Global Peace.

Now Muscatine stands on the cusp of a great change in the economics of our community. We have an opportunity to become a "Mecca" for world tourism and conventions having to do with the pursuit of peace on earth. The Merrill Hotel and Conference Center is a strong anchor and catalyst for such efforts.

The city of Muscatine owns 7.43 acres of gorgeous land at the very point where the Mississippi turns from a westerly flow to a southerly flow. This is the site which was formerly occupied by Beach Lumber , Carver Pump Company, TeStrake Feed and Grain plus several adjacent pieces of real estate. That land is in the direct line of sight for all people who enter Muscatine from the south and west, providing a beautiful "Welcome to our town."

Currently, there is a steering committee comprised of Tom Emerick, Ann and Tom Meeker, Frank Kelly, Lori Carroll and myself dedicated to consecrating the memories of Catherine Miller and C. Maxwell Stanley through the creation of World Peace Park at that site.

An enterprise named International Institution for Peace through Tourism was established in 1986 by Louis D'Amore, with whom we have had considerable communication. Peace parks and the peace park movement exist globally and produce considerable beauty and economic benefits in those towns and cities which participate. There are at least 450 recognized peace parks on all Continents except Antarctica and Australia. Our objective is for the Muscatine World Peace Park to be the very best of them all!

We hope that the city of Muscatine, you and your businesses will prosper through joining the peace park movement, initially by establishing the World Peace Park at that key entryway to our central city. You will beautify our town while adding considerable personal and community economic prosperity.

Although we are not asking for monetary contributions, we would appreciate the sentimental support all citizens, corporations and, especially, people and businesses engaged in commerce through conventions, visitors and tourism to Muscatine. We offer a world peace park letter of support, soliciting signatures from anyone interested. If you have questions about the World Peace Park initiative, you may call or visit any of the steering committee at any time.
3/12/19

FINANCIAL (green) / **ACTION NEEDED (yellow)** / **INFORMATIONAL (white)**

MEETING ANNOUNCEMENT AND AGENDA
BI-STATE REGIONAL COMMISSION

Wednesday, March 27, 2019, 3:30 p.m.
Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

Financial	Action Needed	Informational	Agenda
	X		1. Approval of the February 27, 2019 Minutes (See enclosed) – Ken Maranda, Chair
X	X		2. Treasurer's Report (See enclosed) – Kathy Carroll-Duda, Treasurer
			3. Finance and Personnel Committee/Financial Matters – Marty O'Boyle, Finance and Personnel Committee Chair
X	X		a. Bills (See enclosed)
X		X	b. Report on Progress on Commission's FY 2018-19 Program Budget as of 2/28/2019 (See enclosed)
X	X		c. Contracts/Grants for Consideration
			I. Other Contracts/Grants
	X		4. Presentation and Consideration of Resolutions Supporting the FY 2020 Quad Cities and Region 9 Transportation Planning Work Programs (TPWPs) (See enclosed) – Gena McCullough, Asst. Executive Director/Planning Director
		X	5. *Bi-State Region Comprehensive Economic Development Strategy (CEDS) Progress Report 2019* Draft Presentation – Rachel Bruce, Planner
			6. Questions or Comments by Commissioners
			7. Other Business
			8. Adjournment

NEXT MEETING: **Wednesday, April 24, 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, February 27, 2019, 3:30 p.m.
Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Maranda – Chair Elect, Beck, Brunk, Carroll-Duda, Dawson, Deppe, Freeman, Gradert, Heninger, Kinzer, Klipsch, Lack, Lawrence, O'Boyle, Parker, Schloemer, Sherwin, Sorensen, Stoermer, Tank, Thoms, Tompkins, Waldron

MEMBERS ABSENT: Acri, Broderson, Condon, Gallagher, Jones, Kiser, Knobbe, Looney, Mather, Mendenhall, Moore, Newton-Butt

OTHERS PRESENT: Michael Limberg, Long Grove Mayor; Pat D'Alessandro, American Red Cross of the Quad Cities and West Central Illinois

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

Chair Elect Maranda called the meeting to order at 3:33 p.m. and asked for introductions.

1. Approval of the January 23, 2019 Minutes. Mayor Klipsch moved to approve the minutes of the January 23, 2019 meeting as presented. Mayor Limberg seconded the motion, and it passed unanimously.

2. Treasurer's Report. Mayor Klipsch presented the Treasurer's Report for the month ending January 31, 2019, noting an ending total bank and book balance of $680,628.54. Mr. Stoermer moved the report be accepted as written and mailed. Mayor O'Boyle seconded the motion, and it passed unanimously.

3. Finance and Personnel Committee.

   a. Bills. Mayor O'Boyle presented the bills totaling $48,051.46, as listed on the following bills listing:

   Bills List
   Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending $ 3,243.04
      The Dress and Appearance Requirements for HR; annual subscription to
      NinitePro; annual subscription for InterGen website; 1 staff attending the
      Illinois Counties Solid Waste Management Association Electronic Recycle
      meeting; 2 staff attending the Quad Cities Stormwater conference; 2 staff
      attending the Environmental Systems Research Institute training; Iowa
      Intergovernmental meeting (cost reimbursed by participants); Managers &
      Administrator's Committee meeting (cost reimbursed by participants); Iowa
      Council of Governments meeting; Iowa/Illinois PL Aerial Photo Procurement
      meetings; Chief Elected & Chief Administrative Officials (cost reimbursed
      by participants); office equipment and supplies

Dan Corbin, Inc., 2019 aerial photography and mapping services, second payment 8,001.00
    (cost reimbursed by participating communities)
Environmental Systems Research Institute, Inc. (esri), Maintenance Agreement   5,595.63*
    for ArcGIS Desktop Basic and Advanced software and license for Community
    Analyst Level 1 Plan, March 31, 2019 – March 30, 2020
The Roosevelt Group LLC, January 2019 Legislative Technical Services   20,000.00
    (cost reimbursed by participating member governments)

Addendum
Ted J. Hamer, Administrator Hearing Officer February 2019 services   2,660.00
    (cost reimbursed by participating member governments)
Rock Island County Treasurer   6,051.79

03/2019	Rent	4,832.58
03/2019	Internet Access	88.00
02/2019	Managed Print Services	323.72
01/2019	Postage	609.83
01/2019	Supplies	149.68
01/2019	Cell Phone	47.98

*Correction –
Environmental Systems Research Institute, Inc. (esri), (previously listed as $5,595.63),   8,095.63
    additional invoice for ArcGIS Spatial Analyst for Desktop Concurrent
    Use license ($2,500.00)

Mayor O'Boyle moved approval of the bills totaling $48,051.46 as presented above. Mr. Stoermer seconded the motion, and it passed unanimously.

   b. <u>Report on Progress on Commission's FY 2018-19 Program Budget as of January 31, 2019</u>. Mayor O'Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 58% through the fiscal year with 52.6% expended and within budget.

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

      – Contract with Gewalt Hamilton Associates, Inc. for the Illinois Quad Cities IL-92 Corridor Study for $299,970 for the period March 1, 2019 through February 15, 2020.

      Mayor O'Boyle moved approval of the contract as presented above. Mayor Klipsch seconded the motion, and it passed unanimously.

4. <u>Commission Committee Assignments for 2019-2020.</u> Chair Elect Maranda presented the list of the 2019-2020 officers and committees sent in their packets. Mayor Limberg motioned to approve the Commission officers and committee assignments as presented. Mr. Beck seconded, and the motion passed unanimously.

5. <u>Red Cross.</u> Ms. D'Alessandro provided an overview of the Disaster Relief Operation (DRO). It is similar to a business with management staff, logistics, human resources, and public relations/communications. The functional areas of a DRO are feeding, sheltering, and casework. The staff comes together in a very short time frame and may not have ever met or worked together. Also, the staff have to be housed and provided with transportation. Because services are generally being provided before set-up of a DRO, a handoff is required between the local

team and new team, and local partners don't know the people who are arriving. Finally, the staff cycles out every 2-3 weeks.

The DRO Director performs the following functions:

- Ensures the delivery of services to clients in order to meet their immediate disaster-caused needs
- Establishes relationships and coordinates internally with government and non-government partners for mission accomplishment
- Ensures mutually-beneficial coordination and collaboration with community and government partners with a level of transparency that fosters trust
- Establishes relationships and maintains daily contact with assigned elected and appointed officials
- Provides accurate and timely information regarding Red Cross response and recovery operations to officials within their assigned jurisdictions
- Coordinates with the disaster operation to facilitate and assist with briefings, congressional and legislative visits, and tours for officials and other VIPs

Ms. D'Allessandro also spoke of the Sound the Alarm effort related to home fires. Every eight minutes, someone in the U.S. is affected by a disaster, and the vast majority are home fires, killing more people in America annually than all natural disasters combined. Seven people are killed by home fires every day. Children, the elderly, and lower-income communities are most adversely affected. People have only two minutes to get out of a burning building. As a first responder to home fires, Red Cross wants to change the odds of survival by providing working smoke alarms in this second Sound the Alarm event on Saturday, May 4, 2019. Last year, 783 households received fire alarms in the region.

6. Brief Overview of CEDS Progress Report 2019. Ms. Bruce informed the Commission that the Comprehensive Economic Development Strategy 2019 Progress Report (CEDS PR) is currently under development, and she provided a draft of the demographics section of the document, which breaks down regional demographics on people, place, and the economy. Ms. Bruce also handed out a listing of completed, underway, and planned economic development-related projects in the Bi-State Region. She urged Commissioners to read through those lists and encourage their community employees to provide information on known projects they want included in the plan.

A copy of the Analysis of Regional Economy section was emailed to Commissioners after the meeting. This section includes strengths, opportunities, challenges, and threats (SWOT) to the Bi-State Region's economy as identified by members of the CEDS committee. Commissioners were encouraged to provide input regarding the SWOT as well as to the general analysis section.

7. Questions or Comments by Commissioners. Mayor Klipsch informed the Commission about a Mississippi River Cities and Towns Initiative event that he and Mayors Gallagher and Thoms will be attending in Washington, D.C. They will be meeting with Speaker of the House Nancy Pelosi on river flooding and commerce issues along the Mississippi River.

8. Other Business. Ms. Bulat reminded Commissioners of the Scott County Economic Development Summit on February 28, 2019, as well as the Alternative Energy Workshop on March 5, 2019. Other announcements included a flood resiliency meeting in Riverdale and job fairs coming up at local high schools.

9. <u>Adjournment.</u> The meeting adjourned at 4:16 p.m.

Respectfully submitted,

Kathy Carroll-Duda

Kathy Carroll-Duda
Secretary

KC-D/sdg
Minutes\BSRC minutes.docx

BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING FEBRUARY 28, 2019

	Balance February 1	Deposits	Withdrawals	Balance February 28
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – February 1, 2019	$ 511,820.53			
Add Deposits		$ 234,969.63		
Less Transfers			$ 242,399.56	
Balance – February 28, 2019				$ 504,390.60
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – February 1, 2019	$ 1,179.06			
Add Deposits		$ 0.13		
Less Transfers			$ 0.00	
Balance – February 28, 2019				$ 1,179.19
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – February 1, 2019	$ 65,705.03			
Add Deposits		$ 140,863.15		
Less Checks Written			$ 140,454.33	
Balance – February 28, 2019				$ 66,113.85
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – February 1, 2019	$ 1,923.92			
Add Deposits		$ 101,499.41		
Less Checks Written			$ 101,579.75	
Balance – February 28, 2019				$ 1,843.58
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – February 1, 2019	$ 100,000.00			
State Bank of Orion				
12/25/18 – 6/25/19 (.90%)				
Add Investments Made		$ 0.00		
Less Investments Matured			$ 0.00	
Balance – February 28, 2019				$ 100,000.00
TOTAL BANK & BOOK BALANCE:				
Balance – February 1, 2019	$ 680,628.54			
Deposits in February		$ 477,332.32		
Withdrawals in February			$ 484,433.64	
Balance – February 28, 2019				$ 673,527.22

PASS THROUGH FUNDS

	Balance February 1	Deposits	Withdrawals	Balance February 28
BI-STATE RLF ACCOUNT:				
Balance – February 1, 2019	$1,067,940.07			
Add Deposits		$ 11,283.31		
Less Withdrawals			$ 60.00	
Balance – February 28, 2019				$1,079,163.38
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – February 1, 2019	$ 338,058.79			
Add Deposits		$ 28,072.21		
Less Withdrawals			$ 85.00	
Balance – February 28, 2019				$ 366,046.00

BILLS TO BE CONSIDERED FOR APPROVAL
AT THE MARCH 27, 2019
BI-STATE REGIONAL COMMISSION MEETING

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending $ 3,608.20
     the Illinois Association of Municipal Management Assistants training; 5 staff
     attending the 2019 Scott County Economic Development Summit; 4 staff
     attending the Iowa Association of Councils of Governments training; 2 staff
     attending the Illinois Geographic Information System Association training;
     Managers & Administrators Committee meeting (cost reimbursed by
     participants); Chief Elected and Chief Administrative Officials meeting
     (cost reimbursed by participants); 1 staff attending the Drug and Alcohol
     Program National Conference; office supplies

Dan Corbin, Inc., 2019 aerial photography and mapping services, final payment   2,021.00
     (cost reimbursed by participating communities)

Thomas A. Skorepa, P.C., Administrator Hearing Officer February/March 2019   2,555.00
     services (cost reimbursed by participating member governments)

The Roosevelt Group LLC, February 2019 Legislative Technical Services   20,000.00
     (cost reimbursed by participating member governments)

                                                 TOTAL   **$28,184.20**

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

sv
Budget\billslist.docx

BI-STATE REGIONAL COMMISSION
FY 2018-19 Program Budget Status Report
Through Month of February – 67% of Year

ADOPTED BUDGET:	$1,966,425.00	**EXPLANATION:**
EXPENDED THROUGH FEBRUARY:	$1,194,933.14 (60.8%)	
STAFF LEVEL BUDGETED:	22.0 F.T.E.	
STAFF LEVEL MAINTAINED:	19.0 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING FEBRUARY:

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

ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning, OSLAD Grant Inquiry.

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

ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support, Water System Map.

ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails and Greenway Planning; HCEDP and EZ Participation; Energy Efficiency Grant Appl.; Zoning Inquiry.

ATKINSON – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Website Support; Recreation Map.

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, COPS Grant Appl.

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

CAMBRIDGE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Aerial Photo Coord.

CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.; Aerial Photo Coord.

COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Zoning Map.

COLONA – HCEDP Participation; Joint Purchasing; Floodplain; Trails and Greenway Planning; GIT and Hennepin Parkway Coord.; MPO Coord.

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.; IL92 Corridor Study; OSLAD Grant Inquiry.

ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning; MPO Trans. Coord.; Strategic Plan.

FRUITLAND – Reg.9 Transp. Coord.; Solid Waste Coord.; Municipal Code Update.

GALVA – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning.

GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.; Aerial Photo Coord.; Mapping.

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

HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trails & Greenway Planning/Hennepin Parkway Coord.; MPO Trans. Coord.; Enterprise Zone App.; LESA/Zoning Reviews.

HILLSDALE – Transit Mobility/HSTP Planning.

KEITHSBURG – CDBG Grant Admin.; USDA Grant Inquiry.

KEWANEE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Joint Purchasing Information.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Cody Trail Maps.

LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Liaison.

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 and Greenway 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 Planning/Coord.; MPO Trans. Coord. & Complete Streets; IL92 Corridor Study, QCTrails.org; Aerial Photo Coord.

MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord.; Aerial Photo Coord.; Transit Mapping.

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.

NEW BOSTON – Transit Mobility Coord./HSTP Planning; Liaison.

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; OSLAD Grant Follow-up.

PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Trails Coord. and Complete Streets; Grants & Comp Plan Inquiry.

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

RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.; Grants Inquiry; Code Update; Zoning Map.

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.; IL92 Corridor Study; QCTrails.org; Aerial Photo Coord; Park & Rec Plan Update Inquiry.

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.; ETSB Grant; Census Tract Map Updates; Stationery-Business Cards.; Comp. Plan Update; Aerial Photo Coord.; Forest Preserve Maps; RTP Grant Appl.

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.; Trail Planning/ADT Coord.; Transit Mobility/HSTP Planning + IA/QC 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.

SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; RICWMA Stfg.; RMS Coord.; MPO Trans. Coord.; IL92 Corridor Study; 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 Asst.

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 Follow-up.

Bi-State Report – February

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. Began planning economic summits. Attended Scott County Economic Summit. Attended Iowa Regional Council of Governments meeting and staff training. Continued data warehouse www.greaterqcregiondata.org website maintenance. Continued comparing economic development software. Continued 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 local governments, 1 from a business, 1 from non-profit, 1 other, and 1 from a private citizen. The data section of the Bi-State website had 16 page views. The data portal (www.greaterqcregiondata.org) had 37 sessions and 138 page views. Staff continued to assist with and monitored the 2020 Census participation programs, including the BAS and PSAP programs.

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 February 2019 was 2,983 and top pages viewed included: Home Page: (652); Joint Purchasing Council/Bid Notices (221); 2019 Turf Chemicals and Grass Seed Invitation to Bid (216); 2019 Janitorial Products Invitation to Bid (211); Search (120); Our Staff (108); Average Daily Traffic Counts (110); Joint Purchasing-Bid Tabulation (78); Quad Cities MPO Home (67); Contact Us (59).

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 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. Organized 2019 alternative energy workshop. Facilitated multi-jurisdictional hazard mitigation planning. Attended River Action meetings. Participated in Hennepin Canal coordination. Facilitated discussions on formation of a flood alliance.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids ice melt/salt, paper, turf chemicals, janitorial supplies, 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.

REVOLVING LOAN FUND (RLF): <u>Administered Bi-State RLF Program</u>: Prepared meeting cancellation notice and financial summary report. Reviewed Bettendorf, Davenport, and Moline company applications. Provided information to potential applicants. Continued receiving job creation information from active companies. <u>Administered Mercer/Muscatine RLF Program (MMRLF)</u>: Prepared financial summary report. Reviewed Muscatine company application. 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. Began preparing strategic traffic safety plan. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Continued extreme weather resilience pilot. Contracted consultant for Illinois 92 corridor, and prepared Request for Qualifications (RFQ) proposal for QC Mississippi River Rail Bridges Illinois Statewide Planning and Research (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, including trail counter data review, and attended Get out and Trail (GOAT) meeting. Continued Muscatine County trails plan update. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program. Monitored MPO and Iowa Region 9 FY19 Transportation Planning Work Programs (TPWPs), and began preparation of FY20 TPWPs. 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. Facilitated questions on Iowa Swap Policy. Initiated Transportation Alternatives funds solicitation for MPO, and prepared Surface Transportation Block Grant (STBG) manual update. Continued 2050 model development coordination, including parcel data and other data needs. Addressed MPO performance measures requirements for transit asset management. Administered Illinois Region 2 transit Human Services Transportation Program (HSTP) coordinator position. Administered Federal Transit Administration (FTA) 5339 grant. Incorporated Title VI Program comments as technical revisions. Monitored status of implementation of passenger rail service to Chicago. Participated in training, webinars, workshops, and conferences on various general and transportation topics related to household travel survey data processing, pavement conditions, safety data, safer streets, walking, and bicycling.

Bi-State
Regional Commission

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

RESOLUTION

BI-STATE REGIONAL COMMISSION
ADOPTING THE FY2020 TRANSPORTATION PLANNING WORK PROGRAM,
AUTHORIZING FILING OF GRANT APPLICATIONS AND EXECUTION
OF GRANT CONTRACTS CONSISTENT WITH THE WORK PROGRAM

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Bi-State Regional Commission on this 27th day of March 2019 as follows:

1.   That the FY2020 Transportation Planning Work Program contains major transportation work activities which are consistent with the purpose and objectives of the Commission;

2.   That the Commission Chair, Secretary, and Executive Director, as appropriate, are hereby authorized to submit the necessary applications to the:

   – State of Illinois, Department of Transportation; and

   – State of Iowa, Department of Transportation;

3.   That the appropriate Commission officials are authorized to execute the planning grants resulting from the above stated applications; and

4.   That the appropriate Commission officials are authorized to furnish all assurances and additional information as may be required in connection with all grant applications and contacts.

SIGNED: ATTEST:

by _____   by _____
   Ken "Moose" Maranda, Chair   Officer
   Bi-State Regional Commission   Bi-State Regional Commission

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Bi-State
Regional Commission

RESOLUTION

**BI-STATE REGIONAL COMMISSION ADOPTING THE FY2020 REGION 9
TRANSPORTATION PLANNING WORK PROGRAM AUTHORIZING
FILING OF GRANT APPLICATIONS AND EXECUTION OF GRANT
CONTRACTS CONSISTENT WITH THE WORK PROGRAM**

OFFICERS:
CHAIR
Ken "Moose" Maranda
VICE-CHAIR
Bob Gallagher
SECRETARY
Jeff Sorensen
TREASURER
Kathy Carroll-Duda
MUNICIPAL REPRESENTATIVES:

City of Davenport
Frank Klipsch, Mayor
Kerri Tompkins, Alderperson
JJ Condon, Alderperson
Randy Moore, Citizen

City of Rock Island
Mike Thoms, Mayor
Dylan Parker, Alderperson

City of Moline
Stephanie Acri, Mayor
Mike Waldron, Alderperson

City of Bettendorf
Bob Gallagher, Mayor

City of East Moline
Reggie Freeman, Mayor

City of Muscatine
Diana Broderson, Mayor

City of Kewanee
Steve Looney, Mayor

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

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

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

COUNTY REPRESENTATIVES:

Henry County
Marshall Jones, Chair
Roger Gradert, Member
Rex Kiser, Member

Mercer County
Vacant

Muscatine County
Nathan Mather, Chair
Jeff Sorensen, Member

Rock Island County
Richard "Quijas" Brunk, Chair
Jeff Deppe, Member
Ken "Moose" Maranda, Member
Elizabeth Sherwin, Citizen

Scott County
Tony Knobbe, Chair
Ken Beck, Member
Brinson Kinzer, Member
Jazmin Newton-Butt, Citizen

PROGRAM REPRESENTATIVES:
Ralph H. Heninger
Jerry Lack
Nathaniel Lawrence
Marcy Mendenhall
Rick Schloemer
Bill Stoermer
Jim Tank

Executive Director
Denise Bulat

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Bi-State Regional Commission on this 27th day of March 2019 as follows:

1. That the <u>FY2020 Transportation Planning Work Program</u> for Region 9 contains major transportation work activities which are consistent with the purpose and objectives of the Commission;

2. That the Commission Chair, Secretary, and Executive Director, as appropriate, are hereby authorized to submit the necessary applications to the State of Iowa, Department of Transportation;

3. That the appropriate Commission officials are authorized to execute the planning grants resulting from the above stated applications; and

4. That the appropriate Commission officials are authorized to furnish all assurances and additional information as may be required in connection with all grant applications and contacts.

SIGNED: ATTEST:

by: _____   by: _____
    Ken "Moose" Maranda, Chair   Officer
    Bi-State Regional Commission   Bi-State Regional Commission

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