



Gregg Mandsager  
City Administrator  
City Hall, 215 Sycamore St.  
Muscatine, IA 52761-3840  
(563) 264-1550 Voice/TT

## **City Administrator Report to Mayor & City Council**

*2019.09.20, Edition No. 357*

### **WEEKLY UPDATE:**

- ZBA: REMINDER - we need candidates!!! As noted last night we have had a resignation from the Zoning Board of Adjustment and are looking for candidates. Here is the link to the ZBA webpage: <https://www.muscatineiowa.gov/102/Zoning-Board-of-Adjustment> and the Boards and Commissions webpage that includes the application form: <https://www.muscatineiowa.gov/87/Boards-Commissions>.
- SBFL: Please see the attached spreadsheets prepared by Community Development (Lindsay Whitson) with updates on the SBFL program. Coming forward to Council will be discussion on the facade program included in the Urban Renewal Plan and a plan to address blighted areas and code improvements. For the attachments, one spreadsheet has all of the awards on one page and one spreadsheet is split up by fiscal year.
- MFPSI: Please find attached the MFPSI Board Meeting Agenda for the forthcoming meeting on October 3, 2019.
- DPW: Please see Director Stineman's Rotary presentation for City projects 2019-2022.
- IEDA: We will be working with the Merrill Hotel to prepare the attached Iowa Reinvestment Districts Annual Report by October 4th.
- 2nd Street: Reminder - 2ND STREET PROJECT PUBLIC MEETING SET FOR OCTOBER 3rd - Meeting includes discussion on sidewalk replacement, plantings, construction timeline. Please see the attached.
- Housing: Please find attached a flyer for 2 meetings being held next Tuesday, September 24, regarding a nomination for a new historic district in town and how to use incentive programs in maintaining historic properties. If you would please distribute these to groups you are associated with or post on notice boards your organization may have we would appreciate it. Feel free to pass along to anyone with a personal or professional interest.
- Bi-State: Attached is the September 25, 2019 Bi-State Regional Commission meeting packet. Sarah Grabowski, Bi-State Regional Commission

**Small Business Loan Program**

Date of Agreement	Company	Project	Award	Private Contribution	Construction Jobs	1/2 Jobs	Full Jobs
1/16/15	Home Run Hitters	Baseball & softball pro shop addition	\$ 25,000.00			2	3 1
<i>**Building was sold and \$25,000 was paid back to the city**</i>							
1/30/15	Big River Guns	Gun smithing and firearm sales	\$ 16,000.00	\$ 19,000.00		1	1 1
2/13/15	Sign Pro	Building improvements and 3D printing	\$ 15,000.00	\$ 18,000.00		2	2 2
4/17/15	Well Fit Nutrition Bar	Nutritional drinks, product sales and oxygen bar	\$ 9,800.00	\$ 9,800.00		1	1 1
4/17/15	Rose Bowl	Arcade and laser maze addition to bowling alley	\$ 22,350.00	\$ 202,000.00		4	2 2
5/21/15	Sal Vitale's Pizzeria	New pizza and pasta restaurant	\$ 11,850.00	\$ 259,000.00		6	14 2
9/14/15	Hanna's Ozsome Treats	Small treat and event space	\$ 25,000.00	\$ 25,500.00		1	1 1
11/19/15	Chicharo's Mexican Grill	Mexican Restaurant	\$ 18,000.00	\$ 21,000.00		2	10 4
<i>**Business moved and a new loan was developed**</i>							
11/19/15	Coffee Belt (Lighthouse Coffee)	Coffee Shop	\$ 16,000.00	\$ 30,000.00		2	2 1
7/21/16	Frozen Treats and Good Eats	Frozen Yogurt and Burgers	\$ 25,000.00			4	8 2
<i>**Has paid back \$10,000 of the full \$25,000**</i>							
9/7/16	DaBeet's Bistro	Fine Dining Restaurant	\$ 21,000.00	\$ 55,000.00		4	12 2
<i>**Closed 7/2019 and has paid \$8,400 and owes \$4,200 on 9/2021**</i>							
<i>**Only \$8,400 of the funds awarded were used/\$12,600 to be returned in total**</i>							
1/25/17	Muscatine Lumber	Lumber Yard	\$ 15,000.00	\$ 500,000.00		6	2 4
12/21/16	Pilates by Shelby Grunder	Pilates Studio	\$ 1,200.00	\$ 5,000.00		1	1 1
7/17/17	Black Pearl Café	Coffee and Café	\$ 24,500.00	\$ 31,000.00		2	2 1
9/21/17	Chicharo's Mexican Grill	Mexican Restaurant	\$ 16,640.00	\$ 53,000.00		4	16 4
1/31/18	Contrary Brewing LLC	Craft Brewery	\$ 25,000.00	\$ 360,000.00		2	4 2
4/5/18	Butcher's Vegetables	Vegetable Food Truck	\$ 25,000.00	\$ 85,000.00		0	2 2
5/18/18	Tiffiny's Tipton Bakery	Bakery	\$ 25,000.00				
<i>**Will begin to pay back the entire loan amount of \$25,000**</i>							
12/18/18	Bridgeside Pub, LLC	Family Entertainment/Sports Bar	\$ 25,000.00	\$ 359,100.00		-	- -
12/18/18	Bosch Pest Control	Pest Control	\$ 24,562.00	\$ 24,562.00		-	- -
12/18/18	Mike Kleist (Business name TBA)	Upscale Bar/Appetizers	\$ 25,000.00	\$ 153,500.00		-	- -
7/19/19	Skinny's Barbeque	Barbeque Restaurant	\$ 25,000.00	\$ 75,500.00		-	- -
7/19/19	Thompson Trucking Inc.	Cargo & Freight Company	\$ 25,000.00	\$ 84,400.00		-	- -
9/3/19	Flipped Out Furniture	Furniture Store	\$ 25,000.00	\$ 54,985		-	- -
<b>Total</b>	<b>21 Agreements</b>		<b>\$ 399,302.00</b>	<b>\$ 2,425,347.00</b>		<b>44</b>	<b>81 31</b>

Date of Agreement	Company	Project	Award	Private Contribution	Construction Jobs
1/16/15	Home Run Hitters	Baseball & softball	\$ 25,000.00	\$ 26,000.00	2
<i>**Building was sold and \$25,000 was paid back to the city**</i>					
1/30/15	Big River Guns	Gun smithing and f	\$ 16,000.00	\$ 19,000.00	1
2/13/15	Sign Pro	Building improvement	\$ 15,000.00	\$ 18,000.00	2
4/17/15	Well Fit Nutrition	Nutritional drinks, p	\$ 9,800.00	\$ 9,800.00	1
4/17/15	Rose Bowl	Arcade and laser m	\$ 22,350.00	\$ 202,000.00	4
5/21/15	Sal Vitale's Pizzeria	New pizza and past	\$ 11,850.00	\$ 259,000.00	6
<b>Total</b>	<b>6 Agreements</b>		<b>\$ 75,000.00</b>	<b>\$ 533,800.00</b>	<b>16</b>

1/2 Jobs	Full Jobs
3	1
1	1
2	2
1	1
2	2
14	2
<b>23</b>	<b>9</b>

Date of Agreement	Company	Project	Award	Private Contribution
9/14/15	Hanna's Ozsome Treats	Small treat and event space	\$ 25,000.00	\$ 25,500.00
11/19/15	Chicharo's Mexican Grill	Mexican Restaurant	\$ 18,000.00	\$ 21,000.00
<i>**Business moved and a new loan was developed**</i>				
11/19/15	Coffee Belt (Lighthouse Coffee)	coffee shop	\$ 16,000.00	\$ 30,000.00
<b>Total</b>	<b>3 Agreements</b>		<b>\$ 59,000.00</b>	<b>\$ 76,500.00</b>

Construction	1/2 Jobs	Full Jobs
1	1	1
2	10	4
2	2	1
<b>5</b>	<b>13</b>	<b>6</b>

Date of Agreement	Company	Project	Award	Private Contribution
7/21/16	Frozen Treats and Good Eats	Frozen Yogurt and Burgers	\$ 25,000.00	\$ 52,000.00
9/7/16	DaBeet's Bistro	Fine Dining Restaurant	\$ 21,000.00	\$ 55,000.00
		<i>**Only \$8,400 of the awarded \$21,000 was used while the business was open**</i>	\$ 8,400.00	
1/25/17	Muscatine Lumber	Lumber Yard	\$ 15,000.00	\$ 500,000.00
12/21/16	Pilates by Shelby Grunder	Pilates Studio	\$ 1,200.00	\$ 5,000.00
<b>Total</b>	<b>4 Agreements</b>		<b>\$ 45,600.00</b>	<b>\$ 612,000.00</b>

Construction	1/2 Jobs	Full Jobs	
4	8	2	<i>**Business is not opening and has paid back \$10,000 of the full \$25,000**</i>
4	12	2	<i>**Closed 7/2019 and has paid \$8,400 and owes \$4,200 on 9/2021**</i>
6	2	4	
1	1	1	
<b>15</b>	<b>23</b>	<b>9</b>	

Date of Agreement	Company	Project	Award	Private Contribution
7/17/17	Black Pearl Café	Coffee and Café	\$ 24,500.00	\$ 31,000.00
9/21/17	Chicharo's Mexican Grill	Mexican Restaurant	\$ 16,640.00	\$ 53,000.00
1/4/18	Contrary Brewing, LLC	Craft Brewery	\$ 25,000.00	\$ 360,000.00
4/5/18	Butcher's Vegetables	Vegetable Food Truck	\$ 25,000.00	\$ 85,000.00
5/18/18	Sweet Investments, LLC	Bakery	\$ 25,000.00	-
<b>Total</b>	<b>6 Agreements</b>		<b>\$ 91,140.00</b>	<b>\$ 529,000.00</b>

Construction	1/2 Jobs	Full Jobs
2	2	1
4	16	4
2	4	2
0	2	2
-	-	-
<b>8</b>	<b>24</b>	<b>9</b>

*\*\*Will begin to pay back the entire loan amount of \$25,000\*\**

Date of Agreement	Company	Project	Award	Private Contribution
12/18/18	Bridgeside Pub, LLC	Family Entertainment/Sports Bar	\$ 25,000.00	\$ 359,100.00
12/18/18	Bosch Pest Control	Pest Control	\$ 24,562.00	\$ 24,562.00
12/18/18	Mike Kleist (Business name TBA)	Upscale Bar/Appetizers	\$ 25,000.00	\$ 153,500.00
<b>Total</b>	<b>3 Agreements</b>		<b>\$ 74,562.00</b>	<b>\$ 537,162.00</b>

Construction	1/2 Jobs	Full Jobs
-	-	-
-	-	-
-	-	-
<b>\$</b>	<b>-</b>	<b>\$</b>

Date of Agreement	Company	Project	Award	Private Contribution
7/19/19	Skinny's Barbeque	Barbeque Restaurant	\$ 25,000.00	\$ 75,500.00
7/19/19	Thompson Trucking Inc.	Cargo & Freight Compa	\$ 25,000.00	\$ 84,400.00
9/3/19	Flipped Out Furniture	Furniture Store	\$ 25,000.00	\$ 54,985.00
<b>Total</b>	<b>3 Agreements</b>		<b>\$ 75,000.00</b>	<b>\$ 214,885.00</b>

Construction Job	1/2 Jobs	Full Jobs
-	-	-
-	-	-
-	-	-
<b>\$</b>	<b>-</b>	<b>\$</b>

# City of Muscatine, Public Works Department

Current and Upcoming Projects 2019-2022

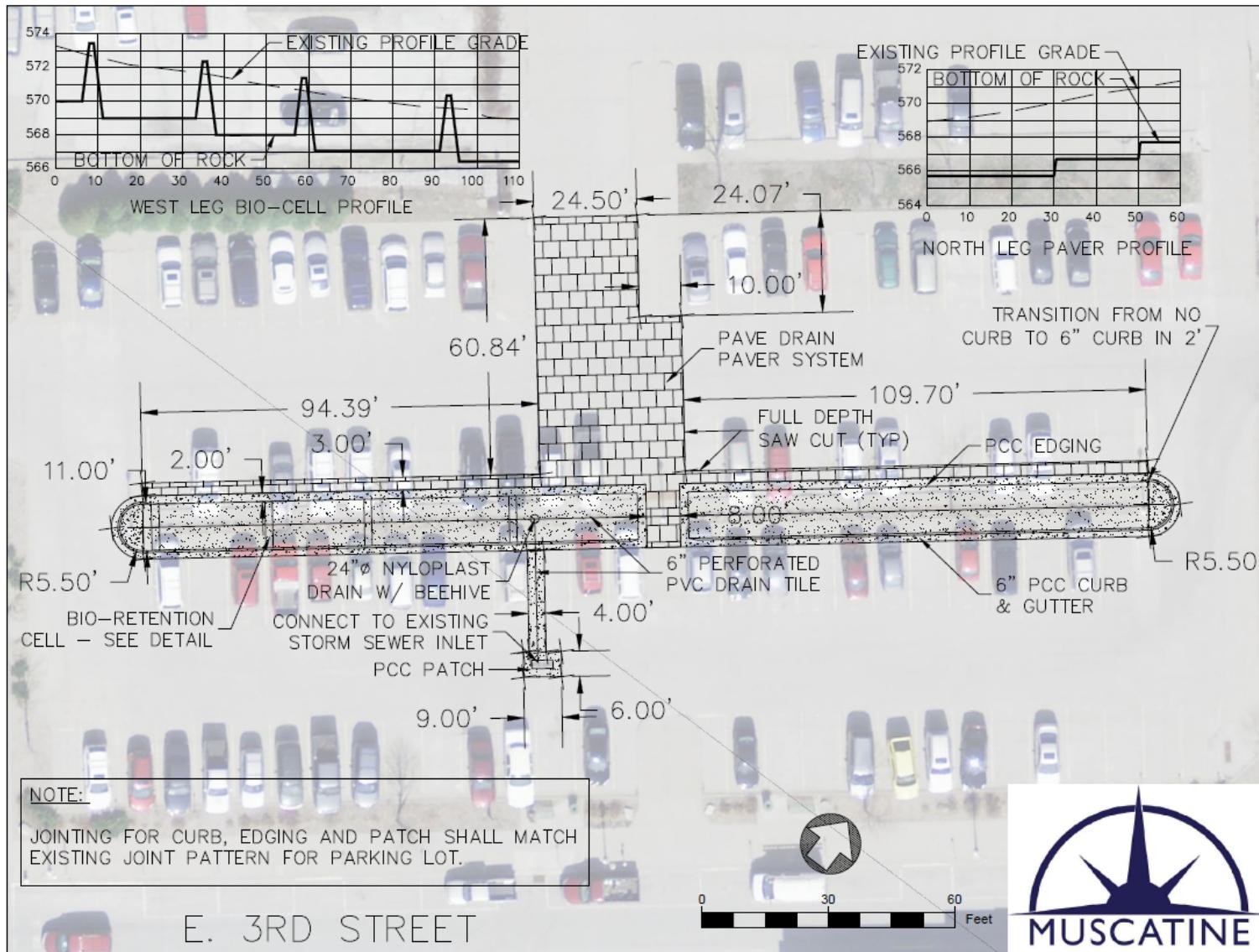
Brian Stineman

Public Works Director

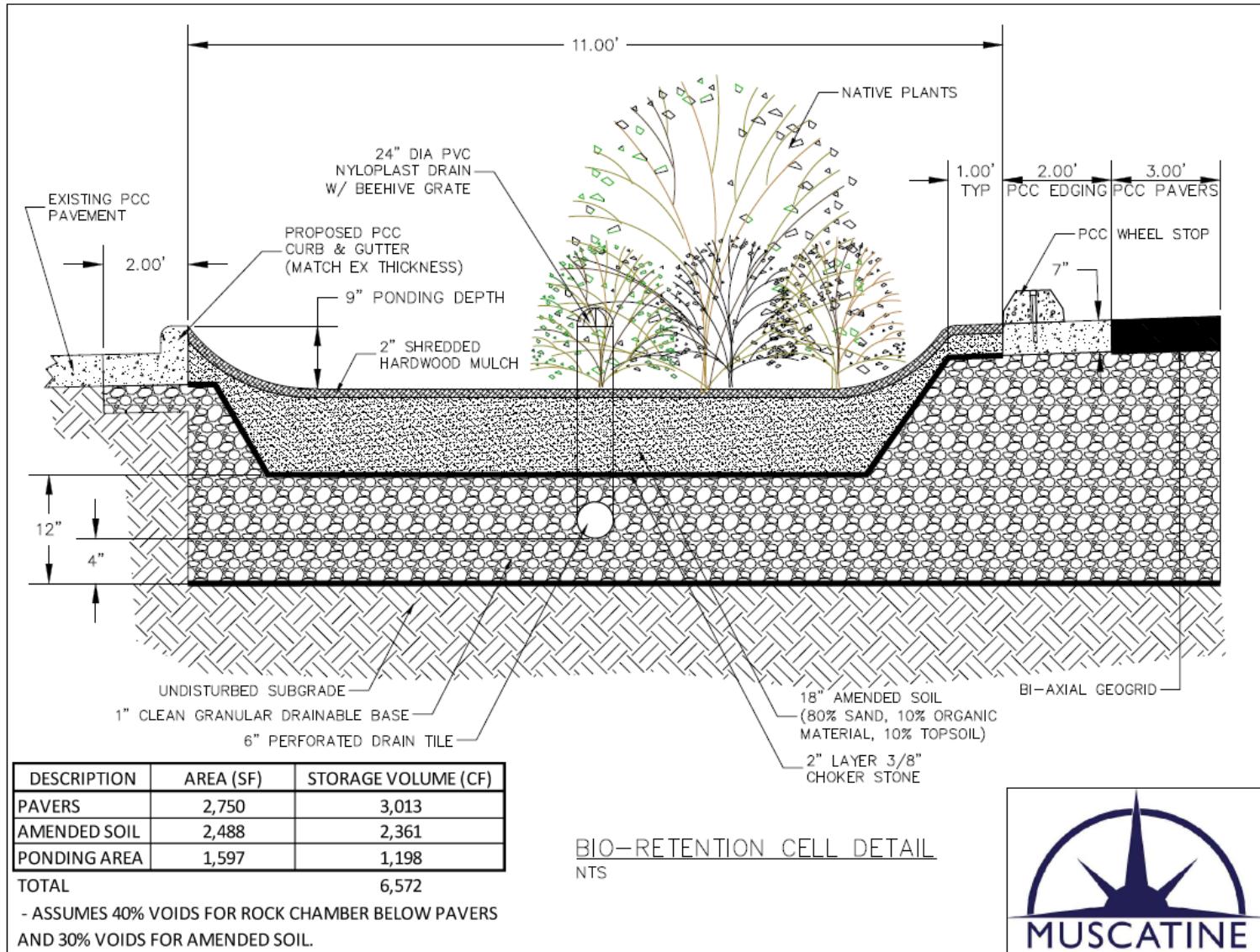
# On-going Projects

- City Hall Parking Lot Stormwater
- West Hill Sewer Separation, Phase 4
- Full-depth Concrete Patching
- Asphalt Alley Overlay

# City Hall Parking Lot

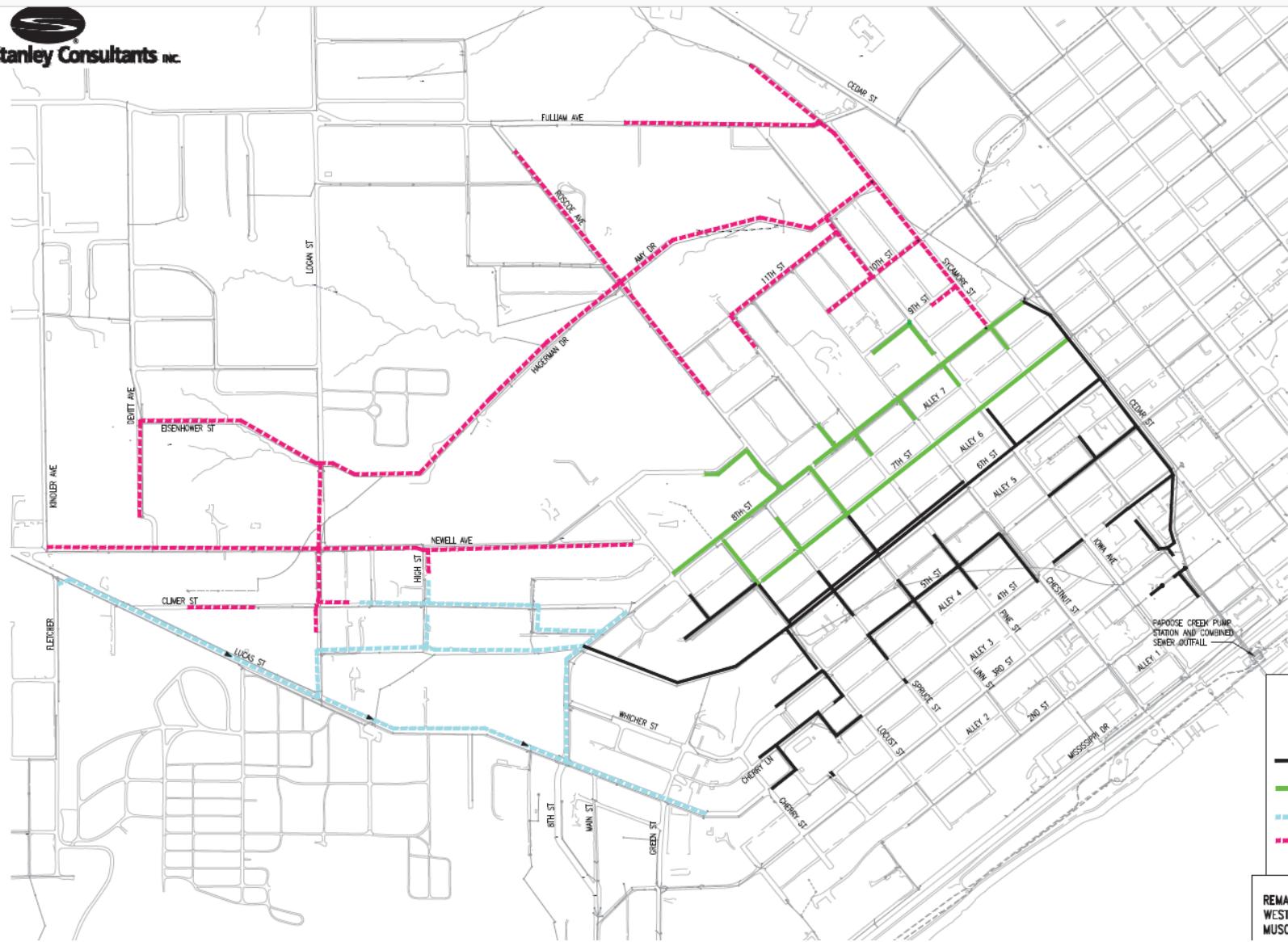


# City Hall Parking Lot



# West Hill Sewer Separation

Stanley Consultants Inc.



## LEGEND

- PHASE 1, 2, 3 – COMPLETE 2012 – 2017
- PHASE 4 2018-2020
- FUTURE PHASE 5 2021–2022
- FUTURE PHASE 6 2023–2027

REMAINING PHASES  
WEST HILL SEWER SEPARATION  
MUSCATINE, IOWA

# Full Depth Patch & Asphalt Alleys

- Work conducted city-wide
- Based on matrix scoring

# Street Rating Factors

## Points Definitions

### Future Utility Work Planned

Work Scheduled current year	0	This factor is used when utility work is planned on the street section.
Work Scheduled following year	2	Work will wait until after the utility work has been completed.
No Work Scheduled	10	

### Ease of Construction

Less than one week to complete	8 to 10	Ease of construction is defined as how quickly a project can be completed. The more quickly a project can be done to faster another project can be started. Therefore more points should be given to those projects that take less time.
One to two weeks to complete	5 to 7	
Two weeks to one month to complete	2 to 4	
More than one month to complete	0 to 1	

### Traffic Counts

9,000 or more vehicles per day	9 to 10	Points will be given based upon the number of vehicles per day. It is in the best interest of the community to maintain and repair streets with higher usage.
7,000 to 8,999 vehicles per day	7 to 8	
5,000 to 6,999 vehicles per day	5 to 6	
3,000 to 4,999 vehicles per day	3 to 4	
1,000 to 2,999 vehicles per day	1 to 2	
Less than 1,000 vehicles per day	0	

### Pavement Condition

PCI Index lower than 20	2 to 4	The lower the pavement condition index the worse the condition of the street. However, streets below 20 should no longer be repaired and should be moved to the reconstruction list. Streets above 60 will be put in the preventive maintenance program. Streets between 21 and 60 will be considered for repairs.
PCI Index between 21 and 40	8 to 10	
PCI Index between 41 and 60	5 to 7	
PCI Index between 61 and 80	1 to 3	
PCI Index between 81 and 100	0	

### Staff Assessment

Critical to Repair	10	Public Works Street Department Staff deal with city streets daily, their knowledge of the system is important and their input should be considered. Staff have the ability to rank street repairs based on their assessment of how urgent repairs are needed.
High need to repair	8 to 9	
Moderate need to repair	6 to 7	
Some need to repair	2 to 5	
Low need to repair	0 to 1	

### Remaining Life of Pavement

Less than 2 years	10	An estimate on the remaining life of the pavement assuming no improvements are made. The shorter the projected lifespan the higher the number of points given.
3 to 5 years	5 to 9	
6 or more years	0 to 4	

### Cost of Construction

Project costs less than \$15K	9 to 10	Cost of construction is an important factor when considering the city's limited resources. A lot of small projects can be completed for every large one built. More points are to be given to the smaller projects.
Project cost between \$16K to \$99K	7 to 8	
Project cost between \$100K to \$200K	5 to 6	
Project cost between \$201K to \$399K	3 to 4	
Project cost more than \$400K	0 to 2	

## Alley Rating Factors

### Points Definitions

#### Future Utility Work Planned

Work Scheduled current year	0	This factor is used when utility work is planned on the street section.
Work Scheduled following year	2	Work will wait until after the utility work has been completed.
No Work Scheduled	10	

#### Pavement Type

Alley is hard surfaced	10	Alleys that are currently hard surfaced and in need of repairs will be given more points than rock alleys which are easier to maintain.
Alley is non-hard surfaced	0	

#### Number of Driveways Serviced

More than 50 driveways	10	The number of driveways serviced by an alley is an indicator of the amount of use it receives. Alleys with more driveway connections can be assumed to receive greater use than those with less and should be given more points.
49 to 25 driveways	9	
11 to 24 driveways	8	
6 to 10 driveways	7	
5 or less driveways	6	

#### Workforce Type

In-house Roadhog Work	10	Projects that can be completed by city staff and with city-owned equipment can be done at lower costs than those contracted. More points should be given to those that can be done in-house.
Road Hog base and contract overlay	5	
Contracted	1	

#### Remaining Life of Pavement

Less than 2 years	10	An estimate on the remaining life of the pavement assuming no improvements are made. The shorter the projected lifespan the higher the number of points given.
3 to 5 years	5 to 9	
6 or more years	0 to 4	

#### Cost of Construction

Project costs less than \$5K	9 to 10	Cost of construction is an important factor when considering the city's limited resources. A lot of small projects can be completed for every large one built. More points are to be given to the smaller projects.
Project cost between \$5K to \$10K	7 to 8	
Project cost between \$10K to \$15K	5 to 6	
Project cost between \$15K to \$20K	3 to 4	
Project cost more than \$20K	0 to 2	

#### Zoning Area

General Industrial (M-2)	10	Alleys that are in commercial or industrial zoning can be expected to receive more use and damage from heavy vehicles and therefore will be given more points than institutional or residential.
Light Industrial (M-1)	9	
Commercial (C )	8	
Institutional (S)	7	
Residential (R )	6	

#### Alley Drainage

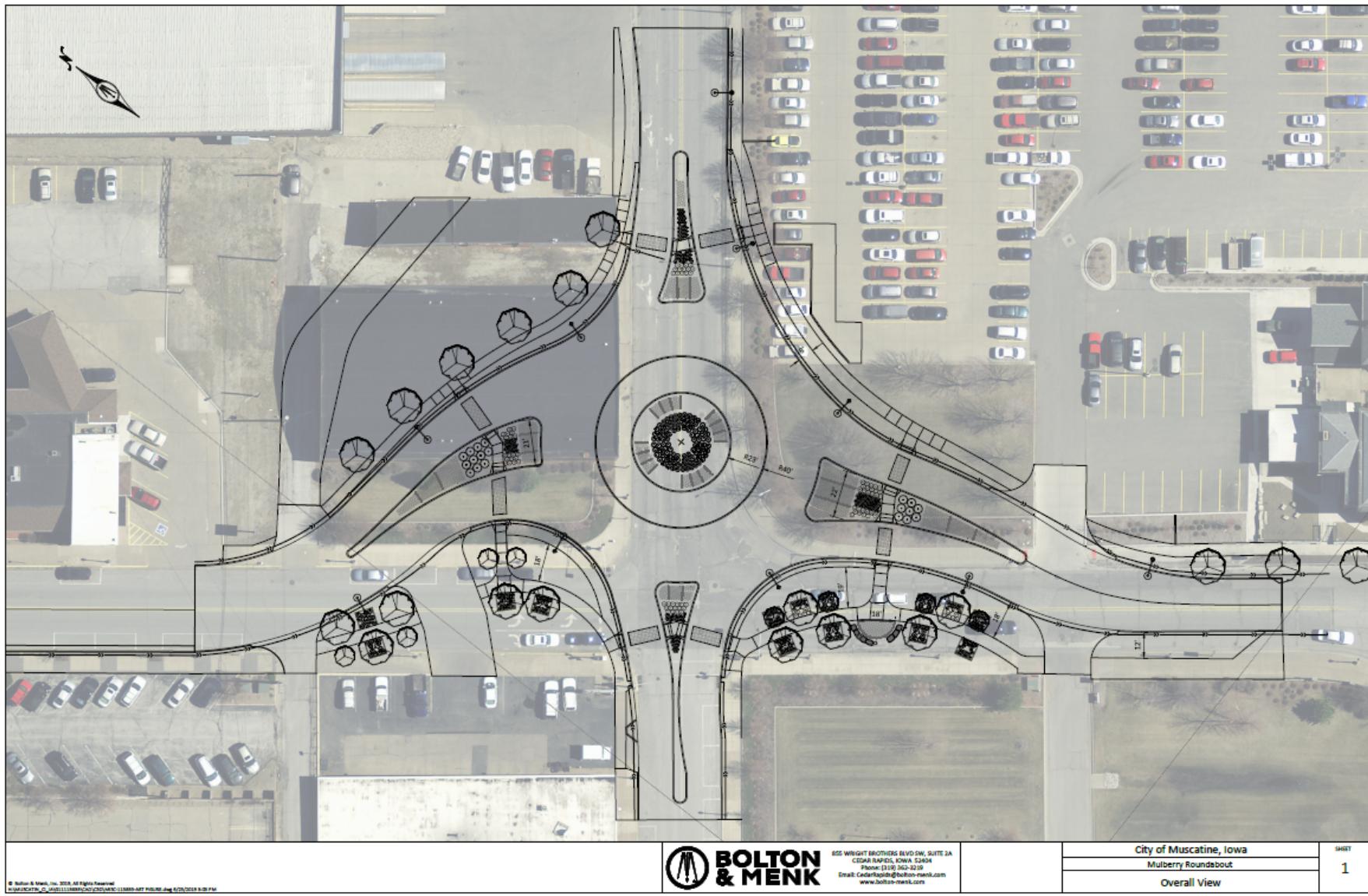
Major drainage issue	7 to 10	Alley drainage can be a serious issue. Alleys that are entirely flat can hold water, alleys that are very steep can become eroded. This rating gives more points to alleys with known drainage issues that can be addressed by repairing the existing pavement
Moderate drainage issue	3 to 6	
Minor drainage issue	1 to 2	
No drainage issues	0	

# Upcoming Projects

- 2<sup>nd</sup> & Mulberry Roundabout
- 2<sup>nd</sup> Street Sidewalk and Streetscape
- Grandview Avenue Reconstruction
- West Side Trail
- Park Avenue 4 to 3 Lane Conversion

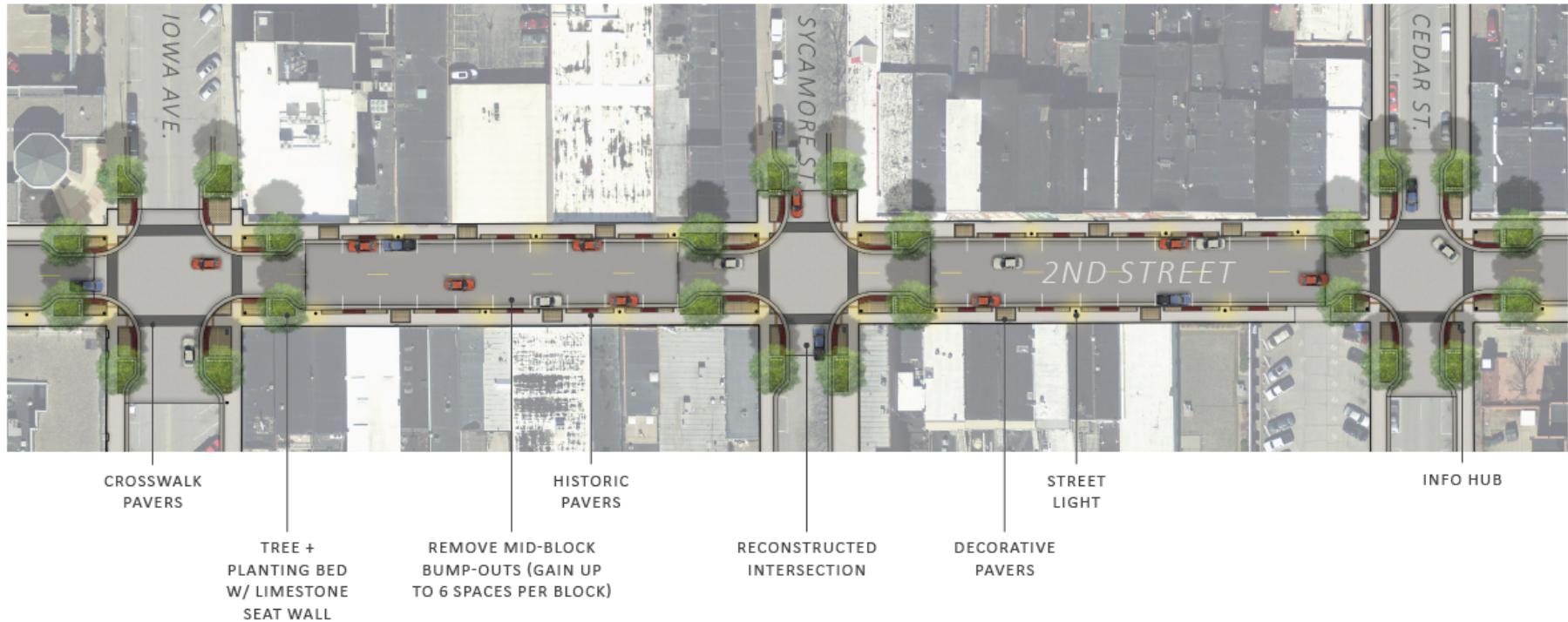
# 2<sup>nd</sup> & Mulberry

- Final Piece of Mississippi Drive Project



# 2<sup>nd</sup> Street Sidewalk

- New sidewalk and streetscape on 2<sup>nd</sup> Street from Mulberry to Pine.
- New intersection paving at Iowa, Sycamore, and Cedar.



# Grandview Avenue Reconstruction

- Highway 61 to Pearl Street
- Similar appearance to Mississippi Drive
  - 35 MPH speed limit
  - No center medians
  - Improved sidewalks & pedestrian crossings
- Two phases of construction
  - Pearl to Houser
  - Houser to Hwy. 61

# West Side Trail

- 10 Foot wide concrete recreational trail
- To be constructed along west side of Houser Street
- Starts at Soccer Complex and ends at Discovery Park
- Bid awarded, construction to start anytime

# Park Avenue 4 to 3 Lane Conversion

- Multiple grant funding from Iowa Department of Transportation
- Traffic safety improved by reducing narrow lanes and creating wider travel lanes with center lane for turning.
- Construct ADA accessible ramps at all corners and improve associated sidewalks

# The Future...

- West Hill Sewer Separation goes to 2028
- Redundant force main near Musser Park
- Redundant force main to Progress Park
- Full-depth patching
- Asphalt alleys
- Asphalt streets
- Riverfront Master Plan
- 2<sup>nd</sup> Street Continuation down side streets

# Questions?

Thank you!

Brian Stineman

Public Works Director

[bstineman@muscatineiowa.gov](mailto:bstineman@muscatineiowa.gov)

563-263-8933

## Reinvestment District 2018 Annual Report

**Recipient:** \_\_\_\_\_

Please provide the following:

- a. The status of each project undertaken within the district in the previous twelve months, including whether construction has begun on any project in the district or when the start of construction is anticipated and a summary of developer spending on projects within the district.
- b. An itemized list of expenditures from the municipality's reinvestment project fund in the previous twelve months that have been made related to each project being undertaken within the district.
- c. The amount of the total project cost remaining for each project being undertaken within the district as of the date the report is submitted.
- d. The amounts, types, and sources of funding used for each project described in paragraph "a".
- e. The amount of bonds issued or other indebtedness incurred for each project described in paragraph "a", including information related to the rate of interest, length of term, costs of issuance, and net proceeds. The report shall also include the amounts and types of moneys to be used for payment of such bonds or indebtedness.

Information provided should be the most recent that is available.

### **CERTIFICATION OF ACCURACY:**

I hereby certify that the information presented to the Iowa Economic Development Authority on the date indicated below is fully complete, true, and correct. I understand that it is a criminal violation under Iowa law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision, as provided in Iowa Code section 15A.3 and other applicable law.

I further depose that the signature below is my own proper signature and that I have the authority to submit this information on behalf of the Recipient.

### **Prepared By:**

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

E-Mail Address \_\_\_\_\_

### **Authorized Signatory:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



CITY OF MUSCATINE  
215 Sycamore Street  
Muscatine, IA 52761  
Ph. (563) 264-1550 • Fax (563) 264-0750

## CITY OF MUSCATINE PRESS RELEASE

For more information contact:

Kevin Jenison  
Communication Manager  
E-Mail: [kjenison@muscataineiowa.gov](mailto:kjenison@muscataineiowa.gov)  
Phone: (563) 264-1550 • Fax: (563) 264-0750

FOR IMMEDIATE RELEASE  
SEPTEMBER 19, 2019

### 2ND STREET PROJECT PUBLIC MEETING SET FOR OCTOBER 3

*Meeting includes discussion on sidewalk replacement, plantings, construction timeline*

**MUSCATINE, Iowa** – The public is invited to a meeting on Thursday, October 3, to discuss tentative plans for the 2nd Street Streetscape Project. The meeting will be held from 5:30-7:00 p.m. on October 3 in the City Council Chambers located on the second floor of Muscatine City Hall, 215 Sycamore St., Muscatine, Iowa.

The 2nd Street project is another in a series of projects undertaken by the City of Muscatine's to upgrade the downtown area infrastructure using the Complete Street policy along with concepts from the EPA Greening America's Communities program, and ideas from the walkability and placemaking efforts.

The effort began with improvements to Riverside Park and the development of the Riverside Park Master Plan Update, continued with the Mississippi Drive Corridor Revitalization project, and is now focused on enhancing 2nd Street.

Bolton & Menk of Des Moines, Iowa, is the design consultant for the 2nd Street project that will replace sidewalks and install other amenities along the 2nd Street corridor from Pine Street to Mulberry Avenue. The design firm is expected to finish the plans by the end of October with a



CITY OF MUSCATINE  
215 Sycamore Street  
Muscatine, IA 52761  
PH. (563) 264-1550 • FAX (563) 264-0750

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public hearing before the Muscatine City Council tentatively scheduled for November 21. A December bid letting is anticipated with construction tentatively scheduled to start in Spring 2020.

This is just one of two projects that will be working toward completing the infrastructure for the downtown business district. The 2nd and Mulberry roundabout is the final piece of the Mississippi Drive Corridor Revitalization Project to be completed. Muscatine Power & Water (MPW) will be removing the power poles along Mississippi Drive from Mulberry to Broadway at the end of the roundabout project which will provide better views of the Mississippi River to residents and visitors.

The \$2.1 million contract for the 2nd and Mulberry roundabout was awarded to Heuer Construction by the Muscatine City Council at its August 15 meeting. The actual construction schedule for this project that is expected to take 77 construction days has not been established. Business owners had asked the City and contractor to avoid closing the Mulberry and 2nd Street intersection during the months of October, November, and December due to the holiday sales season.

# **Historic Tax Credits 101**

## **Tuesday, September 24 at 7:30 p.m.**

*Third story meeting room at Musser Public Library*

Interested in learning more about historic tax credits for rehabilitation work on historic buildings? Join the Muscatine Historic Preservation Commission and Friends of Muscatine Historic Preservation for a seminar on the historic tax credit programs presented by Rebecca McCarley of SPARK Consulting on Tuesday Sept 24 at 7:30 p.m. Information will be presented on both the state and federal programs, with time for questions.

# **Public meeting on the**

## **Fair Oaks Historic District**

## **Tuesday, September 24 at 6:30 p.m.**

*Third story meeting room at Musser Public Library*

Anyone interested in learning more about the history of the Fair Oaks neighborhood (west of Weed Park) or the National Register of Historic Places is invited to attend the public meeting on the proposed Fair Oaks Historic District on Tuesday Sept 24 at 6:30 p.m.

## MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, September 25, 2019, 3:30 p.m.

Scott County Administrative Center  
Sixth Floor Conference Room  
600 West Fourth Street  
Davenport, IA

	X	1. <u>Approval of the August 28, 2019 Minutes (See enclosed)</u> – Ken Maranda, Chair
X	X	2. <u>Treasurer's Report (See enclosed)</u> – Kathy Carroll-Duda, Treasurer
		3. <u>Finance and Personnel Committee/Financial Matters</u> – Marty O'Boyle, Finance and Personnel Committee Chair
X	X	a. <u>Bills</u> (See enclosed)
X	X	b. <u>Report on Progress on Commission's FY 2019-20 Program Budget as of 8/31/2019</u> (See enclosed)
X	X	c. <u>Contracts/Grants for Consideration</u>  I. Other Contracts/Grants
	X	4. <u>Discussion of Proposed Association of Ports of Eastern Iowa and Western Illinois</u> – Colonel Robert A. Sinkler, U.S. Army (Ret)
		5. <u>Questions or Comments by Commissioners</u>
		6. <u>Other Business</u>
		7. <u>Adjournment</u>

NEXT MEETING: **Wednesday, October 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, August 28, 2019, 3:30 p.m.  
Scott County Administrative Center  
Sixth Floor Conference Room  
600 West Fourth Street  
Davenport, IA

MEMBERS PRESENT: Maranda – Chair, Broderson, Brunk, Carroll-Duda, Dawson, Deppe, Gradert, Heninger, Kinzer, Klipsch, Lack, Lawrence, Mather, Mendenhall, Moyer, Newton-Butt, O’Boyle, Parker, Poulos, Schloemer, Sherwin, Sorensen, Stoermer, Tank, Tompkins

MEMBERS ABSENT: Beck, Condon, Freeman, Gallagher, Jones, Kiser, Knobbe, G. Moore, R. Moore, Waldron

OTHERS PRESENT: Sergeant Major Brian Heffernan, Rock Island Arsenal; Dr. Martin Abraham, Provost/Acting President, Western Illinois University

STAFF PRESENT: Bulat, Grabowski, McCullough, Moritz

Chair Maranda called the meeting to order at 3:35 p.m. and asked for introductions.

1. Approval of the July 24, 2019 Minutes. Mayor Klipsch moved to approve the minutes of the July 24, 2019 meeting as presented. Mr. Stoermer seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor Carroll-Duda presented the Treasurer’s Report for the month ending July 31, 2019, noting an ending total bank and book balance of \$851,151.30. Mayor Carroll-Duda 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 \$246,901.80, as listed on the following bills listing:

*Bills List*

IMPLAN, annual subscription and one user license to economic impact analysis for planning	\$ 3,500.00
City of Rock Island, Municipal Code Enforcement System proceeds	19,931.61
Scott County, phone system charges for November 2018 through June 2019	2,040.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer July 2019 services (cost reimbursed by participating member governments)	2,850.00
The Doris and Victor Day Foundation, work completed in July 2019 for Census 2020 related activities (cost funded by RDA grant)	3,333.33
The Roosevelt Group LLC, July 2019 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00

## *Addendum*

City of Davenport, purchase and installation of Citibus Fareboxes (cost reimbursed by FTA grant)	150,042.00	
Dell Marketing LP, 2 laptops, 4 monitors & sound bars	4,662.92	
Gewalt Hamilton Associates, Inc. (GHA), June & July 2019 professional expenses related to the Illinois 92 Corridor Study (cost funded by SPR grant and local government participants)	20,844.25	
HDR Engineering, Inc., Mississippi River Rail Crossing Study for the period June 30 thru August 3, 2019 (80 percent of cost reimbursed by SPR grant)	10,000.00	
Iowa Association of Councils of Governments, FY 2019-20 annual membership dues	3,900.00	
Rock Island County Treasurer	5,797.69	
09/2019	Rent	4,689.58
09/2019	Internet Access	88.00
08/2019	Managed Print Services	323.72
07/2019	Postage	575.87
07/2019	Cell Phone	120.52

Mayor O'Boyle moved approval of the bills totaling \$246,901.80 as presented above. Mayor Klipsch seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2019-20 Program Budget as of July 31, 2019. Mayor O'Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 8.3% through the fiscal year with 6.9% expended and within budget.
- c. Contracts/Grants for Consideration. There were no contracts or grants for consideration.

4. Update on Western Illinois University. Dr. Abraham is in the process of addressing the school's number one challenge of improving enrollment. Since 2014, new freshman enrollment has been declining from 3,400 to 2,000 students currently. He looks forward to making more contacts within the Quad Cities area as he begins working toward stronger partnerships within the region.

A key component to build WIU enrollment will be establishing stronger community business partnerships and growing online learning and services for 24/7 access. WIU is looking to grow the Quad Cities campus and blend offerings that are traditional to the Macomb campus with opportunities at the Quad Cities campus. Business oriented learning opportunities include offerings related to advanced manufacturing; GIS mapping; parks and recreation; and health professions, such as counselors and athletic trainers. New certification and credential programs would target adult audiences with curriculum programs that can be condensed and offered at times to allow full-time employment.

Dr. Abraham said that WIU is going to be working with local community colleges to provide complimentary educational experiences for students looking at a 2-year college transition to a 4-year college, or niches where colleges would serve areas of focus. Mayor Klipsch noted that St. Ambrose and Augustana colleges should be included in collaborations. The partnerships noted will strengthen the educational opportunities within the region and support workforce and quality of life goals.

5. Questions or Comments by Commissioners. There were no further questions or comments.
6. Other Business. Mayor Klipsch reported on the efforts of a consultant, Calibre, hired to review issues and strategies to strengthen the Rock Island Arsenal in the event of a potential Base Realignment and Closure (BRAC) in the next several years. He noted that while the Administration and Congress are not currently supporting a BRAC, Congress and the Secretary of Defense still affect BRAC by

potentially changing the evaluation criteria and responding to the political climate and world events. Criteria will emphasize efficiency and joint-ness with public data utilized wherever possible. In addition, both Congress and the Secretary of Defense are exploring use of BRAC-like authorities in the interim, meaning some realignment could occur outside of the formal BRAC process.

There are many significant influences on Army installations including evolving global threats, rapidly developing technologies, and the development of the multi-domain battlespace (land, air, sea, space, and cyber). The expectation is for a modern installation from a modern Army balanced with continued budget challenges.

The summary of key actions identified in the Calibre report are:

- Enhancing community attributes affecting soldiers/families – employment, housing, and education opportunities; integration of community with the installation
- Continuing cost-reducing partnerships with surrounding communities – solid waste, water, wastewater, fiber connections, workforce training, internships, etc.
- Demonstrating low preponderance of natural disasters like hurricanes
- Proactively supporting current/future technology – creating/expanding relationships between the installation and businesses developing technologies, cyber security, etc.
- Continuing to explore the availability of sustainable resources and develop long-term plans for sustainability – hydropower, solar, etc.
- Continuing robust community support of soldiers/families and Army missions

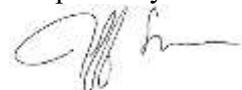
Mayor Klipsch also reported on the Roosevelt Group's (the Arsenal lobbyist hired by the community) strategy moving forward that includes supporting the Calibre report recommendations and:

- Maintaining/supporting the relevance of the Advanced Manufacturing Center of Excellence to the Army
- Following the Large Scale Additive Arsenal Concept (3D Printing) and other opportunities to attract Research Development Test & Evaluation projects with appropriate sponsors
- Enhancing/facilitating partnerships with the Army Research Lab
- Supporting on-going efforts at the Joint Manufacturing and Technology Center such as the ambulance line and other potential lines of effort that may need support
- Attracting sustainment of munitions to the Joint Munitions Command (JMC)

Mayor Klipsch stressed the winning themes and community actions that will make the Arsenal stronger are relevance and mission readiness, efficiency and productivity today and tomorrow, cost effectiveness, and effective partnerships.

7. Adjournment. The meeting adjourned at 4:24 p.m.

Respectfully submitted,



Jeff Sorensen  
Secretary

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**BI-STATE REGIONAL COMMISSION  
TREASURER'S REPORT  
FOR THE MONTH ENDING AUGUST 31, 2019**

	<u>Balance August 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance August 31</u>
<b>GENERAL SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – August 1, 2019	\$ 748,092.81			
Add Deposits		\$ 401,393.46		
Less Transfers			\$ 416,489.91	
Balance – August 31, 2019				\$ 732,996.36
<b>RLF SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – August 1, 2019	\$ 1,179.93			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – August 31, 2019				\$ 1,180.08
<b>CHECKING ACCOUNT BANK AND BOOK BALANCE:</b>				
Balance – August 1, 2019	\$ 463.42			
Add Deposits		\$ 313,092.41		
Less Checks Written			\$ 334,477.52	
Balance – August 31, 2019				\$ (20,921.69)
<b>PAYROLL ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – August 1, 2019	\$ 1,415.14			
Add Deposits		\$ 103,397.50		
Less Checks Written			\$ 101,485.80	
Balance – August 31, 2019				\$ 3,326.84
<b>INVESTMENT ACCOUNTS BANK &amp; BOOK BALANCE:</b>				
Balance – August 1, 2019	<u>\$ 100,000.00</u>			
State Bank of Orion				
6/25/19 - 12/25/19 (1.60%)		<u>0.00</u>		
Add Investments Made			<u>0.00</u>	
Less Investments Matured			<u>0.00</u>	
Balance – August 31, 2019				<u>\$ 100,000.00</u>
<b>TOTAL BANK &amp; BOOK BALANCE:</b>				
Balance – August 1, 2019	<u>\$ 851,151.30</u>			
Deposits in August		<u>\$ 817,883.52</u>		
Withdrawals in August			<u>\$ 852,453.23</u>	
Balance – August 31, 2019				<u>\$ 816,581.59</u>
<b><u>PASS THROUGH FUNDS</u></b>				
<b>BI-STATE RLF ACCOUNTS:</b>				
Balance – August 1, 2019	<u>\$ 1,068,546.03</u>			
Add Deposits		<u>\$ 15,153.05</u>		
Less Withdrawals			<u>\$ 45.00</u>	
Balance – August 31, 2019				<u>\$ 1,083,654.08</u>
<b>MERCER-MUSCATINE RLF ACCOUNTS:</b>				
Balance – August 1, 2019	<u>\$ 389,699.85</u>			
Add Deposits		<u>\$ 5,226.86</u>		
Less Withdrawals			<u>\$ 5.00</u>	
Balance – August 31, 2019				<u>\$ 394,921.71</u>

**BILLS TO BE CONSIDERED FOR APPROVAL  
AT THE SEPTEMBER 25, 2019  
BI-STATE REGIONAL COMMISSION MEETING**

Caliper Corporation, TransCAD Standard support for the period 9/30/2019 - 9/30/2020	\$ 3,000.00
Dell Marketing L.P., 3 computers for Finance Department	2,745.39
Emergency Telephone System Board, payout for ETSB Stacy Deporter's vacation balance	14,126.30
SHI International Corporation, renewal of Adobe Creative Cloud and Photoshop	3,185.83
Scott County, FY19 backup storage/solution	2,700.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer August 2019 services (cost reimbursed by participating member governments)	3,360.00
The Roosevelt Group LLC, August 2019 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00
	<hr/>
TOTAL	<u>\$49,117.52</u>

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

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**BI-STATE REGIONAL COMMISSION**  
**FY 2018-19 Program Budget Status Report**  
**Through Month of August – 16.7% of Year**

<b>ADOPTED BUDGET:</b>	\$1,915,383.00
<b>EXPENDED THROUGH AUGUST:</b>	<b>\$318,465.05 (16.6%)</b>
<b>STAFF LEVEL BUDGETED:</b>	22.0 F.T.E.
<b>STAFF LEVEL MAINTAINED:</b>	20.0 F.T.E.

**EXPLANATION:****MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING AUGUST:**

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

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

ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; BAAD Grant Inquiry.

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

ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails and Greenway Planning; HCEDP; WWTP Grant Admin. Asst.

ATKINSON – HCEDP; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Website Support.

BETTENDORF – Air Quality; Drug & Alcohol Consort.; I-74 Bridge Coord.; Transit Planning, Triennial Review; Joint Purchasing; 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.

BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Community Survey.

CAMBRIDGE – HCEDP; 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; Mapping Asst.

COLONA – HCEDP Participation; Joint Purchasing; 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 & Triennial Review Asst.; FTA 5339 Grant Admin.; Joint Purchasing; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trails Planning; MPO Trans. Coord.; QC Trails.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; Code and Zoning Inquiry.

ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Trails Planning; MPO Trans. Coord., STBG & TASA Evaluation Processes; Strategic Plan; Grant Letter.

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

GALVA – HCEDP; Transit Mobility/HSTP Planning; Trails and Greenway Planning; OSLAD Grant Inquiry.

GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.; Aerial Photo Coord.; Mapping Asst.; Grant Admin. Asst.; IHDA Grants Admin. Asst.; Zoning Inquiry

HAMPTON – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Aerial Photo Coord.; DCEO Storm Siren Grant.

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

HILLSDALE – Transit Mobility/HSTP Planning, Liaison Visit.

KEITHSBURG – CDBG Grant Admin.

KEWANEE – HCEDP; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Joint Purchasing Information; Traffic Study Arrangements.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; Marina District Input; MPO Trans. Coord.

LONG GROVE – Reg. 9 Trans. Coord. & STBG/TASA evaluation process; 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.; Trails and Greenway Planning; QC Trails.org; Aerial Photo Coord.; Strategic Planning Meeting; Building Code Additions & Park Equipment Inquiries; Mapping Asst.

MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; I-74 Bridge Coord.; MUNICES Coord.; RICWMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Planning/Coord.; MPO Trans. Coord.; IL92 Corridor Study, QC Trails.org; Aerial Photo Coord.

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

MUSCATINE COUNTY – Air Quality Asst.; Joint Purchasing; Reg. 9 Coord. & STBG & TASA Evaluation Processes; Trails Plan Update/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Planning; 2019 Aerial Photo Coord.; Hazard Mitigation Plan Update Coord.; Traffic County Study; Census Training; Mapping Asst.

NEW BOSTON – Transit Mobility Coord./HSTP Planning.

NICHOLS – USDA Wastewater Funding Grant Asst. & RFQ; CDBG Info.; Reg. 9 Transportation Coord.

OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.

ORION – HCEDP; Website Support; Transit Mobility/HSTP Planning; Mapping Asst.

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

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

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

RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; Trails Coord.; Website Support; Grant Appl.

ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; Riverfront Cncl.; RICWMA Stfg.; RLF Loan Admin.; RMS Coord.; Trails Coordination; MPO Trans. Coord.; IL92 Corridor Study; QC Trails.org; 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.; Business Cards-Health Dept.; Comp. Plan Update; Aerial Photo Coord.; Hazard Mitigation Plan Updates Coord.; Trail Counter Admin.

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.; Hazard Mitigation Plan Updates Coord. Census 2020 Training; Foreign Labor Housing Inspection; IDPH Physical Activity Access.

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.

VIOLA – Transit Mobility/HSTP Planning; Logo Asst.

WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; Trail Coord.

WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; Trails Plan/ADT Coord. Solid Waste Coord.; MMRLF.

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

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

WOODHULL – HCEDP; Transit Mobility/HSTP Planning.

## **Bi-State Report – August**

**COMMUNITY/ECONOMIC DEVELOPMENT:** Provided information to Henry County Economic Development Partnership (HCEDP) board. Attended Iowa Regional Council of Governments meeting, Midwest CDI training, and downtown conference. Continued data warehouse [www.greaterqcregiondata.org](http://www.greaterqcregiondata.org) website maintenance. Participated in foreign labor housing inspections.

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

**Data Center:** Staff responded to 7 data and map requests including 4 from local governments, 1 from a non-profit, 1 from local business, and 1 from a private citizen. The data section of the Bi-State website had 22 page views. The data portal ([www.greaterqcregiondata.org](http://www.greaterqcregiondata.org)) had 10 sessions and 34 page views. Staff continued to assist with and monitor the 2020 Census participation programs, including the BAS and PSAP programs and Complete Count Committee training opportunities.

**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, and Utilities.

**[www.bistateonline.org](http://www.bistateonline.org):** Total pages viewed for August 2019 was 2,347, and top pages viewed included: Home Page: (792); Search (112); Our Staff (112); Average Daily Traffic Counts (61); Quad Cities MPO Home (41); Documents (43); Contact Us (45); Who We Are (47); Joint Purchasing Council (141); Traffic County Maps (39).

**ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES:** Responded to inquiries and 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 and media concerning solid waste and recycling issues. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Facilitated multi-jurisdictional hazard mitigation planning. Coordinated northwestern Illinois Water Study. Attended meetings related to River Action, area Flood Alliance, and Cedar River watershed. Held Quad City Riverfront Council meeting. Monitored flood-related coordination efforts, and served Rock River mapping request.

**INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES:** Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: copier paper, calendars, and ice melt. 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):** Administered Bi-State RLF Program: Prepared meeting cancellation notice and financial summary report. Provided information to potential applicants. Reviewed Rock Island company application. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. Worked with Aledo, Muscatine City and County, West Liberty, and Wilton to identify potential projects for gap financing.

**TRANSPORTATION PLANNING, PROGRAMMING, AND PROJECT DEVELOPMENT:** Attended related meetings, presented information, and continued staff coordination of river crossing issues. Served transportation inquiries on projects, funding, and rail crossings. Held interdisciplinary traffic safety meeting. Continued preparing strategic traffic safety plan. Initiated regional ITS Architecture Plan update. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Continued extreme weather resilience pilot and held stakeholder workshop. Reviewed existing conditions report and attended public workshop for Illinois 92 corridor study. Monitored progress of QC Mississippi River Rail Bridges study. 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. Worked on IDPH Physical Activity Access for low-income seniors related to Complete Streets. Facilitated issues related to Bi-State Regional Trails Committee, including trail counter data review. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program. Monitored MPO and Iowa Region 9 FY20 Transportation Planning Work Programs (TPWPs). Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2019-22 and 2020-23 Transportation Improvement Programs (TIP), including facilitating TIP revisions, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Continued 2050 MPO model development and MPO Long Range Transportation Plan (LRTP) demographic projections. Developed MPO Citizen Survey for LRTP. Provided stakeholder input for Illinois Statewide Maritime Plan. Administered Illinois Region 2 transit Human Services Transportation Program (HSTP) coordinator position. Administered Federal Transit Administration (FTA) 5339 grant. Participated in CitiBus and Bettendorf Transit FTA Triennial Reviews. Monitored status of implementation of passenger rail service to Chicago. Facilitated discussions on regional Mississippi River Ports Association concept. Participated in training, webinars, workshops, and conferences on various general and transportation topics related to transportation planning.

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES  
MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA  
THURSDAY, OCTOBER 3, 2019 10:00 am**

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

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

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**MANAGERS**

A. SERVICE FIRMS REVIEW: INVESTMENT MANAGERS

**CONSENT ITEMS**

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

ACTIVITY C. BENEFIT ACTIVITY REPORTS  
1. COMMUNICATION PROGRAM ACTIVITY  
2. DROP PROGRAM ACTIVITY UPDATE

PROJECTS D. DEVELOPMENT PROGRAM REPORTS  
1. LEGISLATIVE REPORT

**DISCUSSION/ACTION ITEMS**

E. FINANCIAL REPORTS  
1. STATUS & ANY PROPOSED MODIFICATION OF THE BUDGET

F. BOARD INQUIRIES & ANY MISC. DISCUSSION ITEMS  
1) Administration Goals

G. DISCUSSION OF LEGAL MATTERS, IMMINENT/PENDING LITIGATION CASES

- H. CONSIDERATION OF & DETERMINATION ON APPEAL CASE (NONE)
- I. INVESTMENT PROGRAM UPDATE
- J. INVESTMENT PERFORMANCE REPORT
- K. STATEMENT OF INVESTMENT POLICIES & OBJECTIVES
- L. AUDIT REPORT & ACTUARIAL REPORT FOR FY19
- M. SERVICE PROVIDER REVIEW: AUDITOR
- N. 2019 INTERIM REPORT TO LEGISLATURE
- O. MENTAL DISABILITY GUIDELINES

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

**NEXT BOARD MEETING: November 14, 2019**