



Gregg Mandsager
City Administrator
City Hall, 215 Sycamore St.
Muscatine, IA 52761-3840
(563) 264-1550 Voice/TT
Fax (563) 264-0750

City Administrator Report to Mayor & City Council

July 20, 2012, Edition No. 55

REPORT:

1. ATE: The GATSO payment received last week is attached. This is a "short" half-month since they provided a 6-30 cutoff deposit. The updated cumulative spreadsheet is also attached.
2. Bi-State: Attached is the July 2012 Commission packet.
3. Burn Ban: The Emergency Management decided to implement a burn ban for the county effective yesterday. Please see the attached information.
4. Golf Course Irrigation Well: The Municipal Golf Course has been experiencing a shortage of irrigation water in the pond. After doing some investigating it was determined that the south well (there are two wells) that fills the pond was not pumping to its full capacity. A well repair expert was called in and decided that the well pump needed to be lowered. After pulling the pump and piping it was determined that the existing pump (80GPM pump) was 25 years old and at the end of its life and needed to be replaced while it was out of the hole. Also it was recommended to replace the galvanized piping and old wiring with the new pump being a little larger at 100 GPM. The cost for these repairs was to be about \$2,600.00. When the pump was lowered back into the hole it was discovered that we were almost at the bottom of the hole (within 8"). The well expert said that this would cause the new pump to cavitate and could damage the pump. The only ways to remedy the situation at this time are as follows: [pricing includes new pump, piping, and wiring]
 - Drill a complete new well. Estimated cost of about \$15,000.00
 - Set up over the existing well hole and drill down another 100 – 300 feet to find new water. Estimated cost of \$7000.00 - \$11,000.00, depending on how deep we need to go.Both of our existing wells for irrigation are shallow wells, but the new south well would be a deep well, which hopefully will help us out going forward with the new fairway irrigation system going in this fall. Option #2 was selected.
5. Meetings: Soccer Committee, Steve Jameson/Journal (Phase III support and communication ideas), Dick Stanley (Phase III), United Way, Krieger re: frontage road, MCC re: Property donation/reuse, Blue Zones, Art Center Director Phone Interviews, Chamber/ED RLF Application

City of Muscatine
Automated Traffic Enforcement System
Summary of Tickets Collected by GATSO

Date Range		Collections		GATSO Fee (\$27/pd ticket)		Net City Revenue	Fiscal Year	
From	To	Amount	Number				Cumulative Amount (City)	Cumulative Total (City)
<u>FY 2010/2011</u>								
4/26/2011	5/10/2011	\$ 16,400.00	218	\$ 5,886.00	\$ 10,514.00	\$ 10,514.00		
5/11/2011	5/26/2011	59,225.00	779	21,033.00	38,192.00	48,706.00		
5/27/2011	6/10/2011	77,080.00	1,011	27,297.00	49,783.00	98,489.00		
6/11/2011	6/25/2011	73,115.00	945	25,515.00	47,600.00	146,089.00		
6/26/2011	6/30/2011	26,570.00	338	9,126.00	17,444.00	163,533.00		
(Fiscal Yr-End Cutoff)								
Subtotal - FY 2010/2011		\$ 252,390.00	3,291	\$ 88,857.00	\$ 163,533.00			\$ 163,533.00
<u>FY 2011/2012</u>								
7/1/2011	7/10/2011	\$ 31,790.00	405	\$ 10,935.00	\$ 20,855.00	\$ 20,855.00		184,388.00
7/11/2011	7/26/2011	99,105.00	1,264	34,128.00	64,977.00	85,832.00		249,365.00
7/27/2011	8/10/2011	82,675.00	1,065	28,755.00	53,920.00	139,752.00		303,285.00
8/11/2011	8/26/2011	68,265.00	870	23,490.00	44,775.00	184,527.00		348,060.00
8/27/2011	9/10/2011	51,010.00	642	17,334.00	33,676.00	218,203.00		381,736.00
9/11/2011	9/26/2011	63,040.00	798	21,546.00	41,494.00	259,697.00		423,230.00
9/27/2011	10/10/2011	39,675.00	496	13,392.00	26,283.00	285,980.00		449,513.00
10/11/2011	10/27/2011	52,915.00	672	18,144.00	34,771.00	320,751.00		484,284.00
10/28/2011	11/10/2011	34,910.00	446	12,042.00	22,868.00	343,619.00		507,152.00
11/11/2011	11/25/2011	36,410.00	459	12,393.00	24,017.00	367,636.00		531,169.00
11/26/2011	12/10/2011	31,235.00	400	10,800.00	20,435.00	388,071.00		551,604.00
12/11/2011	12/27/2011	28,250.00	352	9,504.00	18,746.00	406,817.00		570,350.00
12/28/2011	1/10/2012	37,060.00	478	12,906.00	24,154.00	430,971.00		594,504.00
1/11/2012	1/26/2012	41,130.00	528	14,256.00	26,874.00	457,845.00		621,378.00
1/27/2012	2/10/2012	37,225.00	481	12,987.00	24,238.00	482,083.00		645,616.00
2/11/2012	2/24/2012	24,230.00	307	8,289.00	15,941.00	498,024.00		661,557.00
2/25/2012	3/10/2012	27,120.00	347	9,369.00	17,751.00	515,775.00		679,308.00
3/11/2012	3/26/2012	28,690.00	366	9,882.00	18,808.00	534,583.00		698,116.00
3/27/2012	4/10/2012	26,460.00	342	9,234.00	17,226.00	551,809.00		715,342.00
4/11/2012	4/25/2012	44,465.00	573	15,471.00	28,994.00	580,803.00		744,336.00
4/26/2012	5/10/2012	34,050.00	434	11,718.00	22,332.00	603,135.00		766,668.00
5/11/2012	5/26/2012	35,300.00	446	12,042.00	23,258.00	626,393.00		789,926.00
5/27/2012	6/10/2012	31,130.00	403	10,881.00	20,249.00	646,642.00		810,175.00
6/11/2012	6/25/2012	52,415.00	668	18,036.00	34,379.00	681,021.00		844,554.00
6/26/2012	6/30/2012	20,765.00	267	7,209.00	13,556.00	694,577.00		858,110.00
Total - FY 2011/2012		\$ 1,059,320.00	13,509	\$ 364,743.00	\$ 694,577.00	Fiscal Year total before MCA collections		

FY 2012/2013

7/1/2012	7/10/2012	\$ 40,360.00	517	\$ 13,959.00	\$ 26,401.00	\$ 26,401.00	1,048,044.00
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Total - FY 2011/2012

\$ 40,360.00 517 \$ 13,959.00 \$ 26,401.00

Fiscal Year total before
MCA collections

Total to Date

\$ 1,311,710.00 16,800 \$ 453,600.00 \$ 858,110.00

City of Muscatine
Automated Traffic Enforcement System
Summary of Tickets Forwarded to MCA Collection Service

Date to MCA	Unpaid Amounts to MCA from GATSO				MCA Collections						MEMO Number Canceled	
	Number		Amount		Payment date from MCA	Number		Payments				
	Current	Cumulative	Current	Cumulative		Current inc. Partials	Cumulative	Current	Cumulative			
7/7/2011	144	144	\$ 15,990.00	\$ 15,990.00	8/12/2011							
8/1/2011	417	561	46,440	62,430.00	(July collections)	26	26	\$ 2,694.06	\$ 2,694.06		3	
9/6/2011	364	925	40,565	102,995.00	9/12/2011	(21 full or pd in full pmnts)						
10/4/2011	477	1,402	53,395	156,390.00	(Aug collections)	74	100	7,438.75	10,132.81		9	
10/31/2011	288	1,690	32,345	188,735.00	10/14/2011	(60 full or pd in full pmnts)						
11/23/2011	191	1,881	21,750	210,485.00	(Sept collections)	98	198	9,682.38	19,815.19		1	
12/30/2011	276	2,157	30,895	241,380.00	11/10/2011	(76 full or pd in full pmnts)						
1/26/2012	144	2,301	16,085	257,465.00	(Oct collections)	150	348	13,938.33	33,753.52		12	
2/27/2012	198	2,499	22,150	279,615.00	12/12/2011	(101 full or pd in full pmnts)						
3/30/2012	215	2,714	24,065	303,680.00	(Nov collections)	128	476	10,224.38	43,977.90		1	
4/26/2012	131	2,845	14,660	318,340.00	1/9/2012	(87 full or paid in full pmnts)						
5/31/2012	237	3,082	26,425	344,765.00	(Dec collections)	115	591	8,945.93	52,923.83		1	
6/28/2012	213	3,295	24,080	368,845.00	2/9/2012	(57 full or pd in full pmnts)						
					(Jan collections)	112	703	9,725.62	62,649.45		0	
					(75 full or pd in full pmnts)							
					GATSO Portion of Collections		703	(12,879.00)	49,770.45			
					July-Jan (477 tickets)							
					(Feb collections)	115	818	10,182.02	59,952.47		1	
					(93 full or pd in full pmnts)							
					(Mar collections)	85	903	7,449.22	67,401.69		0	
					(63 full or pd in full pmnts)							
					(Apr collections)	98	1,001	8,054.93	75,456.62		2	
					(65 full or pd in full pmnts)							
					(May collections)	98	1,099	7,988.47	83,445.09		3	
					(65 full or pd in full pmnts)							
					(Jun collections)	107	1,206	8,403.18	91,848.27		1	
					(68 full or pd in full pmnts)							
					GATSO Portion of Collections		1,206	(9,747.00)	82,101.27			
					Feb-June (477 tickets)							
					Fiscal Year net total							

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

MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, July 25, 2012, 3:30 p.m.

Rock Island County Board Room
1504 Third Avenue, Third Floor
Rock Island, Illinois

	X	1. <u>Approval of the June 27, 2012 Minutes (See enclosed)</u> – Danny McDaniel, Chair
X	X	2. <u>Treasurer's Report (See enclosed)</u> – Kas Kelly, Treasurer
		3. <u>Finance and Personnel Committee/Financial Matters</u> – Chuck Austin, Finance Chair
X	X	a. Bills. (See enclosed)
X	X	b. Report on Progress on Commission's FY 2012 Program Budget as of 6/30/2012. (Distributed at meeting)
X	X	c. <u>Contracts/Grants for Consideration</u> – Denise Bulat, Executive Director
	X	4. <u>Rock Island Arsenal Strengths, Weaknesses, Opportunities, and Threats (SWOT)</u> – Jim Morgan, Rock Island Arsenal Development Group
		5. <u>Review of New Transportation Act, Moving Ahead for Progress in the 21st Century</u> – Denise Bulat, Executive Director
		6. <u>Questions or Comments by Commissioners</u>
		7. <u>Other Business</u>
		8. <u>Adjournment</u>

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NEXT MEETING: Wednesday, August 22, 2012 – 3:30 p.m.
Scott County Administration Building
600 West Fourth Street, Davenport, Iowa

MINUTES OF THE
BI-STATE REGIONAL COMMISSION

Wednesday, June 27, 2012, 3:30 p.m.
 Scott County Administration Building
 600 West Fourth Street
 Davenport, Iowa

MEMBERS PRESENT: McDaniel – Chair, Austin, Gallagher, Gluba, Goodwin, Hopkins, Kelly, Lawrence, Minard, O’Boyle, Sherwin, Sorensen, Stoermer, Sunderbruch, Thodos, Washburn, Wells, Welvaert

MEMBERS ABSENT: Anderson, Bohnsack, Burrage, Earnhardt, Fox, Gordon, Heninger, Liddell, Pauley, Rangel, Rockwell, Schloemer, Tank, Tossell, Volz

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

Chair McDaniel called the meeting to order at 3:40 p.m.

1. Approval of the May 23, 2012 Minutes. Mayor Gluba moved to approve the minutes of May 23, 2012 as presented. Mayor Gallagher seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Kelly presented the Treasurer’s Report for the month ending May 31, 2012, noting an ending total bank and book balance of \$502,555.44. Ms. Kelly moved the report be accepted as written and mailed. Mayor Thodos seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.

- a. Bills. Mr. Austin presented the bills totaling \$39,663.60, as listed on the following bills listing and addendum dated June 27, 2012:

Bills List

CBS4 – Coronet Communications Co. (WHBF), ads to promote air quality (cost reimbursed by ALCOA grant)	\$ 1,150.00
Hurt, Norton & Associates, May 2012 legislative technical service (cost reimbursed by participating member governments)	7,750.00
InfoGroup, software for travel model data	3,140.60
Illinois Association of Regional Councils, Human Services Transportation Plan (HSTP) Administrative Assistance (January 1 – March 31, 2012)	831.25
Quad-City Times, planner advertisement	630.00
RK Dixon, Microsoft Windows Server 2008 R2 Standard License and monthly copier charges	1,197.54*
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,870.00

Addendum

Mr. Austin moved approval of the bills totaling \$39,663.60 as presented above. Mayor Welvaert seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2012 Program Budget as of May 31, 2012. Mr. Austin explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 91.7% through the fiscal year with 79.5% expended and within budget.
- c. Consideration of Recommended Revised FY2012 Program Planning Budget. Mr. Austin reported the Finance and Personnel Committee reviewed and recommended the proposed revised FY 2012 Commission Planning Budget. Ms. Bulat asked if anyone had any questions regarding the changes in the right hand column of the line item budget. There were no questions.

Mr. Stoermer motioned to approve the Revised FY 2012 Program Budget as presented, and Ms. Goodwin seconded. The motion passed unanimously.

d. Consideration of Recommended FY 2013 Commission Planning Budget. Ms. Bulat highlighted key points in the Finance and Personnel Committee recommended FY 2013 Commission Planning Budget. She reported revenues for FY 2013 are projected to be up \$23,000 (1.2%) from the current year, primarily attributable to the net of additional utilization of Illinois Comprehensive Regional Planning funds and Iowa Clean Air Attainment grant.

Membership dues for local governments will not increase to recognize the current fiscal constraints of member governments. Continuation of the merit performance review program, which the projected average is 2.5%, is recommended with no annual wage

adjustment budgeted. In the 46-year history of Bi-State funding, federal/state funding has gone from over 76% to 57% of the total budget. Membership dues now make up 20% of revenues and contractual revenue provides 15%.

Mayor Welvaert motioned to approve the Recommended FY 2013 Commission Planning Budget as presented, and Mayor Thodos seconded. The motion passed unanimously.

- e. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts for the Commission to approve:

- Contract with Emergency Telephone System Board for Staff Support. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Contract with Rock Island County Waste Management Agency for Staff Support. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Contract with Scott County Kids for Financial Management. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Contract with Scott County Housing Council for Financial Management. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Contract with Iowa Association of Regional Councils for Iowa Department of Economic Development for planning assistance to local governments. The contract is for \$10,294 and will run from July 1, 2012 to June 30, 2013.
- Contract with Rock Island Arsenal Development Group for Payroll Processing. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Contract with Workforce Development Board of Rock Island, Henry, and Mercer Counties for Staff Support. The contract is for actual costs and will run from July 1, 2012 to June 30, 2013.
- Illinois Department of Transportation for modeling enhancements. The contract is in the amount of \$120,000, with \$30,000 Illinois CPFR matching, for the period July 1, 2012 through June 30, 2014.

Mr. Austin made a motion to approve the contracts, and Mayor Welvaert seconded. The motion passed unanimously.

4. Comprehensive Economic Development Strategy (CEDS) Progress Report Update. Mr. Hunt delivered the final draft of the Bi-State Region Comprehensive Economic Development Strategy Progress Report (CEDS PR) for 2012. Mr. Hunt noted the CEDS planning process is required for the Region to receive federal funding from the Economic Development Administration (EDA). The 2012 CEDS PR is redesigned and for the first time incorporates color imagery and photographs to convey data and show completed economic development projects across the Region.

Mr. Hunt guided Commissioners through the main sections of the CEDS PR update, covering the analysis, opportunities and threats, socioeconomic profile, progress report, and appendix. Key economic indicators show the region is in a gradual recovery. Positive indicators include:

- Gross Regional Product - up 4.7%
- Retail Sales - up 3%

- Unemployment - down 0.5%.

Important economic development accomplishments included the following:

- Western Illinois University's Grand Opening at the Quad Cities Riverfront Campus in Moline, IL
- ALCOA's announced \$300 million expansion
- Tennant Truck Lines expansion in Colona, IL
- Completion of Kone Center in Moline
- Final design and pending construction of Davenport's Transload Facility at the Eastern Iowa Industrial Center

Ms. Kelly made a motion to approve the resolution to adopt the 2012 CEDS PR, and Ms. Sherwin seconded. The motion passed unanimously. The document will be delivered to the EDA Chicago Regional office by June 30, 2012.

5. Questions or Comments by Commissioners. An inquiry was made regarding the difference between economic activities of Quad Cities First and Bi-State Regional Commission. Ms. Bulat and Mr. Hunt explained that Quad Cities First is more of a marketing agency representing the Quad Cities to other areas of the nation and the world. Bi-State provides the technical assistance to acquire funding for economic projects for the Bi-State Region and member governments.

Chair McDaniel asked other Illinois mayors about the status of their decisions regarding gambling machines in liquor establishments. Mayor Welvaert said that the idea is being brought before Moline's board, and will most likely be adopted by the city. Mayor Thodos said that East Moline recently allowed gambling machines in liquor establishments, and 5% of the proceeds go to the city. He also said that Rock Island already has gambling machines in place.

6. Other Business. Ms. Bulat reminded Commissioners that the next Commission meeting on July 25th will be held in the Rock Island County Office Building, due to the conference rooms at the Scott County Administrative Building being unavailable. Commissioners requested that the meeting be held in the Rock Island County Board Room. Ms. Bulat said that she would contact Rock Island County about the usage of the board room for July. Commissioners also expressed the desire for a reminder contact to be made to Commissioners the day of the meeting regarding the location change.

7. Adjournment. The meeting adjourned at 4:25 p.m.

Respectfully submitted,



John Thodos
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING JUNE 30, 2012**

	<u>Balance June 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance June 30</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – June 1, 2012	\$ 381,849.72			
Add Deposits		\$ 268,851.89		
Less Transfers			\$ 229,609.13	
Balance – June 30, 2012				\$ 421,092.48
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – June 1, 2012	\$ 1,167.31			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – June 30, 2012				\$ 1,167.46
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – June 1, 2012	\$ 17,310.19			
Add Deposits		\$ 132,789.08		
Less Checks Written			\$ 133,728.06	
Balance – June 30, 2012				\$ 16,371.21
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – June 1, 2012	\$ 2,228.22			
Add Deposits		\$ 96,805.25		
Less Checks Written			\$ 96,899.28	
Balance – June 30, 2012				\$ 2,134.19
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – June 1, 2012	<u>\$ 100,000.00</u>			
State Bank of Orion				
12/25/11 – 06/25/12 (.4%)				
Add Investments Made		<u>\$ 100,000.00</u>		
State Bank of Orion				
06/25/12 – 12/25/12 (.45%)				
Less Investments Matured			<u>\$ 100,000.00</u>	
State Bank of Orion				
12/25/11 – 06/25/12 (.4%)				
Balance – June 30, 2012				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – June 1, 2012	<u>\$ 502,555.44</u>			
Deposits in June		<u>\$ 598,446.37</u>		
Withdrawals in June			<u>\$ 560,236.47</u>	
Balance – June 30, 2012				<u>\$ 540,765.34</u>
PASS THROUGH FUNDS				
ORIGINAL & RECAPPED RLF ACCOUNTS:				
Balance – June 1, 2012	<u>\$ 1,083,069.13</u>			
Add Deposits		<u>\$ 11,840.69</u>		
Less Withdrawals			<u>\$ 20,426.95</u>	
Balance – June 30, 2012				<u>\$ 1,074,482.87</u>
ENERGY EFFICIENCY CBG PROGRAM ACCOUNT				
Balance – June 1, 2012	<u>\$ 39,846.59</u>			
Add Deposits		<u>\$ 4.45</u>		
Less Withdrawals			<u>\$ 37,162.35</u>	
Balance – June 30, 2012				<u>\$ 2,688.69</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE JULY 25, 2012
BI-STATE REGIONAL COMMISSION MEETING**

Bancard Center, VISA charge card expenses related to one staff attending the Iowa Association of Regional Councils monthly board meeting; Northwest Municipal Association Golf Tournament (cost reimbursed by participants); one staff attending the managing Travel Demand conference and annual meeting; one staff attending the Iowa Public Transit Association conference; CEO/CAO meeting (costs reimbursed by participants); office supplies	\$ 5,366.82
CBS4 – Live Well Network (WHBF), ads to promote air quality (cost reimbursed by ALCOA grant)	1,310.00
Clear Channel, ads to promote air quality (cost reimbursed by ALCOA grant)	2,190.00
Cumulus Quad Cities, ads to promote air quality (cost reimbursed by ALCOA grant)	2,060.00
Hurt, Norton & Associates, June 2012 legislative technical service (cost reimbursed by participating member governments)	7,750.00
Iowa Association of Regional Councils, 2012 Director's Retreat and FY 2013 membership dues	3,064.96
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	3,430.00
TOTAL	<u>\$25,171.78</u>

Additional bills will be listed on the addendum which will be distributed at the meeting.

Notice:

Muscatine County, which includes the City of Muscatine, is under a burn ban effective July 19, 2012 at 8:00 am because of dry conditions. Muscatine County joins 49 other counties to have a burn ban in place during the state's worst drought since 1988.

The burn ban means open burning is prohibited. Violating the burn ban is a simple misdemeanor.

According to Iowa code — specifically, Section 100.40 — here's what's still allowed under the burn ban:

- A supervised, controlled burn for which a permit has been issued by the fire chief of the fire district where the burn will take place
- The use of outdoor fireplaces
- The use of outdoor grills
- Properly supervised landfills
- The burning of trash in incinerators or trash burners made of metal, concrete, masonry or heavy one-inch wire mesh with no openings greater than one square inch.

When conditions allow it, the burn ban will be lifted by Muscatine's Emergency Management director, Jeff Carter. When this occurs it will be noted in the Muscatine Journal and on the City's webpage.

If you have any questions about the burn ban you can contact the Muscatine Fire Department at 263-9233.

Jerry Ewers

Muscatine Fire Chief