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City Administrator Report to Mayor & City Council

November 22, 2013, Edition No. 107

REPORT:

1. Budget: Please see the tentative budget schedule attached. We had to adjust for the Iowa League Legislative Day being moved from January to February this year.
2. Pensions: Please see the attached article on Governor Branstad's recent comments on the need for pension reform.<http://www.desmoinesregister.com/article/20131119/NEWS/311190052/>.
3. Highway 22: It appears that Hwy 22 will not be resurfaced in November, but that it will be completed in late April or May. One lane will remain open with the construction of Colorado going on at the same time. Per IDOT - "We too, along with the Illowa, are disappointed we could not get that portion of Hwy 22 done this season. Mother Nature is not cooperating enough for the contractor to give us a good, quality finished product; so it was decided to wait until better conditions are available. We will certainly keep in mind your proposed work in the same area, next season."
4. Transfer of Jurisdiction: Talks continue next week with IDOT regarding a potential for a transfer of jurisdiction on Mississippi Drive. We hope to have details to bring forward to City Council for review and discussion shortly.
5. Blue Zones: Per Blue Zones - "As a follow up to the Food Environment Workshop that took place on September 10th... you to review the compiled priorities from the Workshop, and develop next steps forward." The next meeting for this working group is scheduled for Thursday, December 5th, 11:00am - 1pm at MCSA (312 Iowa Avenue). Discussion items are related to voucher programs, education in nutrition/cooking/food for all populations, community gardens, and healthy options for public venues. The report prepared after the September meeting is attached.
6. Bi-State: Please see the attached Commission packet for the November meeting. Also attached please find a copy of the Commission in Review for October 2013. The *Commission in Review* is intended to assist the over 400 elected officials from member governments in being better informed of their Commission's activities.
7. Airport Advisory Commission: Please see the attached report to be presented to the Airport Commission next week.
8. Fire Department: Per Chief Ewers - Below you will find the hours logged for our departments and the volunteers from area departments:
 - Swat /Tactical EMS training - 200 hrs
 - Accountability - 66 hours
 - Live fire evolutions (Not including Saturday)- 607 hours of live fire evolutions

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

- Aerial Operations/ Ventilation training- 95 hours
- Search and rescue- 80 hours
- Investigation - 60 hours
- Coordination / Planning / IAP- 200 hours (estimation)
- Live fire Saturday Alone - 264 hours (33 men x 8 hours each)
- Volunteers recorded:
 - Investigation- 160 hours / 40 FF
 - Planning / IAP- 160 hours / 40 Fire Officers
 - 1240 man hours of live fire training on Saturday
- Saturday Burn:
 - 33 Fire attacks
 - 33 Ventilations
 - 33 Search and rescue evolutions
 - 33 Fire development evolutions
 - 33 Incident commander evolutions
 - 132 Staging evolutions
 - 12 Radio frequencies used
 - 188 Firefighters on scene and accounted for
 - 45 Pieces of fire apparatus on scene
 - 66 Relay pump evolutions
 - 132 Pumping evolutions.
 - 1504 Hours of training on Saturday alone. (volunteers and career combined)
- What was used per evolution:
 - 80 firefighters
 - 6 pump operators
 - 16 command staff
 - 8 executive command staff
 - Total used 110 people per evolution x 33 evolutions in for the day.
 - So we produced 3630 training opportunities on Saturday.
 - We also provided 1/3 of all hours required by the state each year to be a structural firefighter

**PROPOSED 2014/2015 CITY COUNCIL BUDGET SCHEDULE
CITY HALL CONFERENCE ROOM**

Date	Time	Department/Agency
Thursday, January 30, 2014	5:30 p.m.	General Fund Overview to City Council
Saturday, February 1, 2014	8:00 a.m. to 4:00 p.m.	City Council Budget Review Legal Services City Administrator Human Resources Risk Management Finance Information Technology Community Development Airport/Airport Subsidy Police Operations Animal Control Fire Operations Emergency Management Library Operations Cablevision Art Center
Monday, February 3, 2014	5:30 p.m. to 8:30 p.m.	Parks Administration Park Maintenance Swimming Pools Recreation Soccer Kent Stein Wellness Cemetery Golf Course Boat Harbor Marina
Wednesday, February 5, 2015	5:30 to 8:30 p.m.	Public Works Administration Engineering Roadway Maintenance Traffic Control Snow and Ice Street Cleaning Building & Grounds Collection & Drainage Storm Water Equipment Services Equipment Replacement

Date	Time	Department/Agency
Thursday, February 6, 2014	5:30 p.m. to 7:00 p.m.	Senior Resources Economic Development Humane Society
Saturday, February 8, 2014	8:00 a.m. to 4:00 p.m.	Iowa Legislators Parking Refuse Collection Landfill Transfer Station Transit Ambulance WPCP Housing Review & Discussions Begin – General Fund
Tuesday, February 11, 2014	5:30 p.m. to 8:30 p.m.	Capital/Debt/TIF/RUT Local Option Review
Wednesday, February 12, 2014	5:30 p.m. to 8:30 p.m.	Review & Discussion Decisions for Public Hearing (may continue to February 15th)
Saturday, February 15, 2014	8:00 a.m. to 4:00 p.m.	Final Decisions for Public Hearing (extra meeting unless concluded February 12th)
Tuesday, February 18, 2014	5:30 p.m. to 6:00 p.m.	Set Public Hearing
Thursday, March 6, 2014		Public Hearing & Adoption
March 15, 2014		Approved budget filed with County Auditor for certification



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Muscatine Food Policy Workshop

Summary Report of Stakeholder Priorities

September 2013

Introduction

The following report provides a summary of key issues and proposed priorities to improve the food environment in Muscatine through new or enhanced policy and programs. A diverse group of stakeholders representing city government, public health, education, community organizations, grocers and restaurateurs convened for a workshop facilitated by national experts Dan Buettner, Dan Burden, and Mark Winne. (See Appendix for facilitator biographies and participant list) The workshop resulted in a set of priorities to be presented to the Blue Zones Project™ Power 9 Team for integration into plans supporting Blueprint implementation or pursuit through collaborative community partnerships. Each community is challenged to pursue at least three policies or programs of significance with one marquee policy or program that stands to make a long-term impact on the food environment and improve community well-being.

Overview

Representatives from the Iowa Blue Zones Project Demonstration Communities of Cedar Rapids, Muscatine, and Sioux City met independently in planning workshops during the week of September 9th to identify and select policy-related options that could improve their respective food environments. The community of Muscatine identified a unique set of challenges and then selected policy options tailored to its own circumstances. Reducing obesity and promoting food security were major concerns expressed by the participants. Making the healthy food option the easy and affordable option for all residents was also a high priority.

Participants saw the generally poor state of food knowledge – buying, cooking, and growing food – among young people, many adults, especially the most nutritionally vulnerable, as a serious challenge facing the community. This led to the selection of a number of educational approaches.

Increasing access to locally produced food – and healthy food in general – was a widely acknowledged interest. Though challenges to acquiring such food at reasonable prices were noted, expanding its availability through farmers' markets, farm-to-school initiatives, community supported agriculture, food pantries, and restaurants were identified goals. Related to improving access to and distribution of locally produced food was a passionate interest in expanding gardening opportunities. Whether it was at schools, on the grounds of faith communities, or on vacant public or private land, gardening was identified as a healthy, community-building activity that should be available to all.

Lastly, fast food restaurants and convenience stores (cafeterias and vending machines in public institutions as well) were singled out for both their too-easy availability and unhealthy food content. The

need to make changes was strongly affirmed. While two general approaches were identified – one that made use of restrictive regulations that try to curb the location, food content, and advertising of unhealthy food outlets, and one that is based on incentives for vendors to change what they sell and for consumers to change what they buy – the consensus position favored mildly aggressive approaches such as requiring healthy options in public vending machines, and strong incentives for consumers to make healthy choices.

Selected Policy Priorities

What follows are the policy options that were proposed and debated at the Muscatine workshop. While dozens of options were proposed, the following subsequently received the largest share of “votes” by the participants.

- Expand farmers’ market voucher programs and ensure that all farmers’ markets accept SNAP; extend those benefits to off-season, grocery stores, and other appropriate outlets; “Veggie Scripts” (fruit and vegetable coupons issued by a health care provider) and “double buck” programs (doubling the value in produce of SNAP benefits used by a SNAP recipient at a farmers’ market) should be established.

These are proven methods to expand the benefits of farmers’ market – both through produce and related food education – to more members of the community, especially lower income residents. Some of voucher programs can be implemented with local resources – people, organizations, and funds (even a modest amount of funds, when carefully targeted, can have significant impacts) – while some actions would require authorization from state and/or federal agencies, and require additional appropriations from public sources.

- Expand nutrition/cooking/food education programs to children, students, parents, and seniors. Emphasis is largely on fresh, whole food, often local or in-season. Education can be extended as well to food processing, storage, canning and budgeting.

While this area of interest is common and popular, it’s often stated vaguely or not well understood. If communities are pursuing this general direction they should first conduct a thorough review and inventory of similar programs and resources that are already available in their area. Sometimes it’s just a case of conducting better outreach for existing programs or expanding those programs as opposed to developing new ones. They should also try to coordinate efforts between existing programs, and possibly seek new resources that would help

all service providers. One example is USDA's SNAP-Education program which is targeted at food stamp recipients. "SNAP-Ed" can sometimes be expanded or targeted in ways that serve multiple interests, e.g. youth, seniors, and farmers' market shoppers.

- Establish community gardens in areas not currently served by them; establish school gardens; allow front yard gardening; give community gardens first priority use for vacant municipal land.

These are relatively direct and easy goals that don't require a lot of money or elaborate approval processes. City action, however, both in terms of a general resolution of support as well as determining if there are special zoning and permitting issues, would be desirable if not necessary. Perhaps establishing clear targets such as the number of new gardens and gardeners would be a good idea, e.g. 10 new garden sites and 500 new gardeners in three years. A city-wide gardening initiative can be supported by mapping assistance from the city, and the development of gardening skills could be supported by existing gardening education efforts such as Extension's Master Gardener program.

- Create more healthy food options in public venues and where children go for recreation.

This is a fairly straightforward policy action that can be taken by the city. Muscatine should use all its organized BZ constituencies to get behind a resolution on this issue and use it as their first big win. Other communities should consider this item as well for their first foray into food policy. If not this one, another one should be selected by each community's Power 9 or other entity to be acted on as quickly as possible. An item that is a likely "policy win" or low-hanging fruit should be identified and moved through the appropriate policy channels. An early victory is a good way to galvanize support and build group morale.

Conclusion

Organizing a community to make fundamental, long lasting change to their food environment through policy is not easy, but it has and can be done. It won't be done, however, through the actions of a few individuals or a couple of existing programs, but through the concerted effort of dozens and even hundreds of individual citizens and organizations who share a common vision for a healthier food system.

While such a vision, informed by a comprehensive understanding of a community and a well-thought out action plan are necessary ingredients for success, there are several additional ingredients and actions that are critical to accomplish as well. First, policy work is not intuitive nor does it come easily to those who have run projects or programs for most of their career, nor to individuals who may be new to organized food activities. Time and training are necessary for people to acquire the skills to work effectively in the policy arena. Initially, this should include a grounding in how government operates, makes laws, etc, which can be a kind of “Civics 101” approach (“Good Law, Good Food: Putting Local Food Policy to Work for Communities” is an excellent primer for local food organizations and is available at www.markwinne.com under “resource materials”).

Second, good leadership, whether it’s coming from staff dedicated to Blue Zones Project work, other community professionals, or volunteers is absolutely necessary to direct the work of a group of diverse community food system stakeholders in the direction of real policy work. In a related vein, cultivating champions, particularly in the public sector – elected and administrative officials – is key to making a food issues a regular part of the public agenda.

Lastly, good timing, both short term and long term, must be taken seriously. In the case of Blue Zones Project, the leadership, organization(s), and key participants who will be doing the work must be identified and mobilized quickly. The momentum that has developed through the workshop must be maintained and put into action immediately.

Though it is important to move forward with all due speed, it is not necessary to forfeit careful groundwork which will inform the entire process. For instance, conducting a community food assessment of modest proportions, preparing thoughtful policy proposals, and developing a good communications platform will all pave the way for future success. Once this work has been done, good timing means selecting the right moments to push forward with the right proposal and to take advantage of unexpected opportunities.

Muscataine has enormous capacity to develop healthy food environments. It has started that process by identifying and selecting practical food policy actions. To make those actions a common part of their community’s everyday life will now require good leadership and organizational development.

Appendix

Facilitator Biographies

Dan Buettner

Dan Buettner is an internationally recognized researcher, explorer, New York Times bestselling author and National Geographic Fellow. He founded Blue Zones, a company that puts the world's best practices in longevity and well-being to work in people's lives. His books *The Blue Zones* and *Thrive* appeared on many best seller lists.

Dan Burden

Dan Burden is an internationally recognized authority on livable and sustainable communities, healthy streets, traffic calming, and bicycle and pedestrian programs. Over the past 35 plus years, he has helped more than 3,500 communities become more livable, walkable, and sustainable. In 2001, TIME Magazine named Burden "one of the six most important civic innovators in the world." Also that year, the Transportation Research Board of the National Academy of Sciences honored Burden by making him their Distinguished Lecturer. Burden has devoted his life to getting the world "back on its feet". Dan is Co-founder of the Walkable and Livable Communities Institute.

Mark Winne

Mark is a co-founder of a number of food and agriculture policy groups including the City of Hartford Food Policy Commission, the Connecticut Food Policy Council, End Hunger Connecticut!, and the national Community Food Security Coalition. He was an organizer and chairman of the Working Lands Alliance, a statewide coalition working to preserve Connecticut's farmland, and is a founder of the Connecticut Farmland Trust. Mark was a member of the United States delegation to the 2000 World Conference on Food Security in Rome and is a [2001 recipient of the U.S. Department of Agriculture Secretary's Plow Honor Award](#). Mark currently writes, speaks, and consults extensively on community food system topics including hunger and food insecurity, local and regional agriculture, community food assessment, and food policy.

Food Policy Workshop Notes, Muscatine, September 10, 2013

Goal: *By the end of the 2.5 hour work session, people, agencies and organizations with varied backgrounds are joined in a common desire to improve food policy.*

Participants:

Julie Brannen, Farmers Market	Mary Odell, Public Health
Maggie Curry, MCSA	Bonnie Buelt, Master Gardeners
Nancy Dew, Hy-Vee Food Store	Sharon Phillips, Pastor
Michael Edmonds, Kent Corp/Restaurant	Todd Poci, Senior Resources
Amy Hessel, Muscatine Community Y	Charles Rickey, Muscatine Arboretum
Todd Hessel, Church	Dr. Jerry Riibe, MCSD
Melanie Langley, DHS	Tim Stelzner
Randy Madsen, USDA	Ramona Sywassink, Hy-Vee Food Store
Shane Mairet, Local Grower	Lupe Vazquez, Guadalajara
Gregg Mandsager,	Mary Wildermuth, School Board Chair
Diane McCleary, Meals on Wheels	

Participants shared the following strengths and challenges associated with the current food environment in Muscatine.

- Strengths
 - Many volunteers willing to act on this
 - Teach and educate residents
 - Generosity in supporting food pantry with fresh (seasonal) produce
 - Restaurants can obtain fresh local produce
 - Muscatine Island—we have an abundance of fresh produce grown here
 - Feeding 100+ people each week from pantry
 - Volunteers willing to deliver Meals on Wheels
 - Farmers Market—we can explain where it comes from, we take WIC coupons
 - We have two Farmers Market locations, uptown and downtown
 - Concentration of growers, great soil and so we can produce it
 - Muscatine Island Research Farm
 - Income level for food program eligibility is improving
 - Bag of blessings – sending food home from schools over the weekend
 - School lunch program is promoting healthy eating
- Challenges

- Money issues and poverty
- Lack of time to have a healthy meal for busy families
- Availability of good food choices, fresh fruit and vegetables
- Restaurant prices can't beat chains
- Needing to know where local food comes from and what it is
- Unwillingness to accept what healthy food/eating is and embrace it
- Reaching more seniors via Meals on Wheels
- Residents do not know how to obtain WIC or that they can use at Farmers Market
- Education about what is available at the Farmer's Market, how it is grown and what to do with it
- Cost of fresh produce
- Converting healthy access to healthy, thriving living
- Getting people enthused enough to show up for a free presentation where we can teach them about healthy food
- Making healthy eating simple and appealing
- Increase in poverty rate; increase in single parent households is impacting families and healthy mealtime
- Battling cultural diet which is high fat/high sugar in schools—parents battling schools on this

Muscatine Food Policy Priorities (listed in order of priority)

Stakeholders were asked to identify community-specific priorities related to improving the food environment in the following categories.

- Access & Education— improving access to healthy food
- Production – increasing local food production
- Policy – proposing new or changing existing policy to improve the food environment and make healthy options more accessible
- Collaboration – fostering or incenting collaboration among government, schools, and other local organizations

Category	Priority
Access-Education	Provide cooking classes and demonstrations to get individuals to try healthy recipes. Conduct with in-season produce when these ingredients are less expensive, showing residents how to use fresh and dried herbs instead of other ingredients. Show individuals how to stretch food dollars.

Category	Priority
Access-Education	Create link between good nutrition and education in schools. Do this at earlier ages.
Access-Education	Expand community gardens, selecting locations that are near homes, utilizing municipal land.
Access-Education	Veggie Scripts. Public Health funding may be available.
Access-Education	Produce a Muscatine Healthy Eating Facebook page, share healthy recipes, how tos, and have experts contribute.
Access-Education	Programs in schools, i.e Farm to School education.
Collaboration	500 calorie plate club via community institutions (restaurants).
Access-Education	Storage of fresh foods for off season consumption.
Access-Education	Minimizing food waste, getting available food to people who need it vs. going to waste.
Policy	Healthy options at venues (vending and concessions) where kids spend time, including parks and sporting venues.
Access-Education	Family nutrition program--ISU Extension program for low income residents. Need analysis to know how/if we are having impact, so it can be expanded.
Access-Education	Helping individuals improve health by Moving Naturally.
Access-Education	Senior education on healthy eating so they understand advantages and impact well-being.
Access-Education	Come together to support locally owned restaurants.
Collaboration	Assure programs in place and being developed are sustained.
Policy	Unable to produce food in home kitchens (food inspection, cottage food regs.) and sell via Farmers Markets. Untangle these to make easy for small producers.
Access-Education	Dental clinic education opportunity for participants on healthy choices (bring back cool it with the pop program).
Access-Education	Giving packets of garden seeds to youth to plant.
Access-Education	Help people learn how to grow in small spaces--container gardening.
Collaboration	Moving to fresh from processed foods in restaurants.
Policy	Incent healthy food options in cafeterias and vending.
Access-Education	Bill Emerson Act--Inform residents how to direct food that may go to waste to food bank/pantry.



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**Muscatine Municipal Airport
Airport Advisory Commission Meeting
Monday, November 25, 2013 – 5:00 PM
Airport Terminal Building
Anderson Bogert Sub-Agenda**

1. Funding Refresher
2. Current Project Summary
3. Petrographic Analysis/Runway 6/24 Rehabilitation
4. Draft 5 year Capital Improvements Plan (C.I.P.)
5. Draft Long Range Needs Plan
6. Iowa Aviation System Plan Project List
7. Projects at Other Airports

Muscatine Municipal Airport

Airport Advisory Commission Meeting

November 25, 2013

Funding Refresher

1. Federal Funding (90% federal/10% city) – Preapplication due in December
 - A. Nonprimary Entitlement: \$150,000 per year. Can accrue up to 4 years to \$600,000. According to the Iowa DOT Office of Aviation, Muscatine currently has \$139,305 carryover to next year.
 - B. Discretionary: all general aviation airports projects compete for this funding based on project ratings. Based on the rating system, a runway rehabilitation project scores high, for example, while a hangar construction project scores low.
 - C. New Funding Eligible Item the Year: Hangar/Building Rehab, for example, roof replacement
2. State Funding (85% state/15% city) – Application due in April
 - A. AIP (Airport Improvement Program)
 - B. GAVI (General Aviation Airport Vertical Infrastructure Program)
 - C. FY 2014 State Aviation Program

Aviation Safety	\$536,040
Aviation Planning and Development	\$3,050,165
Airport Improvement Program	\$3,586,205
General Aviation Vertical Infrastructure	\$798,411

Aviation Safety – AWOS maintenance and data link, runway marking, immediate safety enhancements, obstruction mitigation, wildlife mitigation, windsocks, and education and outreach.

Aviation Planning and Development – Airport development projects, statewide planning/research, and zoning ordinances.

As you can see, there's just not that much money to be spread around:

- Aviation Safety: $\$536,040/100 = \$5,360$ per general aviation airport
- Aviation Planning and Development: $\$3,050,165/100 = \$30,501$ per general aviation airport
- GAVI: $\$798,411/100 = \$7,984$ per general aviation airport

Muscatine Municipal Airport

Airport Advisory Commission Meeting

November 25, 2013

Current Project Summary

1. Recently Completed Projects

- A. Rehabilitate Runway Lighting (Seeding)
- B. Airfield Pavement Maintenance
- C. Obstruction Removal (trees)
- D. AWOS Replacement (The new AWOS has been installed and commissioned; although, a few performance problems continue to be worked out. The contractor will be replacing the present weather sensor.

2. Recently Bid Projects

A. T-Hangar Apron Drainage Improvements

Muscatine Bridge has delayed construction until the spring due to early cold weather/early closing of the asphalt plant. The project should take about four weeks to complete, once they get started in the spring.

B. Security Gate and Camera

FSS Electronics (along with subs Nelson Electric and CR Landscaping) had planned to commence 11/19 with the initial trenching and conduit work. Parts/equipment have been ordered by the contractors. The completion of any concrete work this fall will be weather dependent. They have through next spring to complete the project.

3. Other Projects under Contract

A. Airport Zoning Ordinance Update

Engineering agreement completed/approved in May 2013. State funding is available for reimbursement through July 2015. ALP update is scheduled to begin December 2014. These two projects go hand-in-hand.

B. FY 2014 Airport Consulting

- o GPS Approaches Runway 12/30 – completed FAA questionnaire.
- o FAA Required Routine Pavement Inspections – coordinated with Adam Thompson on completing and documenting the required monthly inspections.
- o Petrographic Analysis Coordination/Runway 6/24 Rehabilitation Planning

CONCLUSIONS AND RECOMMENDATIONS

CONCLUSIONS

We concluded that ASR was causing expansion in the concrete that slowly caused the control and expansion joints in the pavement to close, making the pavement vulnerable to blowups in hot weather.

ASR was also a contributing factor to cracking in the concrete near transverse joints.

Damage caused by coarse aggregate that was not durable to cycles of freezing and thawing when wet also contributed to the cracking near the transverse joints.

Weakness in the concrete near the control joints may have enabled blowups, but probably did not alone cause them.

Material related damage is not uniform over the runway and taxiway, which affect the location of the blowups.

Compression on the outer lanes of concrete at intersecting taxiways may have had some effect on the location of blowups.

The blowups are expected to continue unless some action can be taken to relieve compression at the transverse joints.

RECOMMENDATIONS

The concrete in the pavement appears to be structurally adequate for the existing aircraft loadings. Even the cracked concrete near the transverse joints appears to be structurally competent in that it supports traffic loads without faulting or spalling.

Measures can be taken to relieve the compression to minimize the risk of blow-ups. Some of the most critical cracked areas may need to be repaired as the concrete starts to deteriorate due to the continued development of MRD.

In order to reestablish the original function of the transverse control joints for a few additional years, we recommend the addition of doweled expansion joints installed across the width of the runway and taxiway. A joint similar to Type A, shown in the drawings¹⁹ for the 1994 construction would be suitable for this purpose.

The number and width of the required expansion joints depends on a number of variables. Approximate calculations suggest that at a total joint width of about 8 inches, distributed as transverse joints in the runway and taxiway, might be able to accommodate an additional 5 to 8 years of ASR expansion with a lower risk of blow-ups.

These new joints should be distributed as eight 1-in joints over the length of the pavement as illustrated in figure 21. The approximate spacing is intended to break the length of the runway

¹⁹ Muscatine Municipal Airport Runway 5 Extension and Full Parallel Taxiway, May 1994. Sheet 16 of 26. The drawings were dated 5/5/92, Project 192216.

and taxiway into even-size pieces and also to isolate the connecting taxiways, which seem to be restricting the normal movement of runway and parallel taxiway panels.

For joint installations over the asphalt base, it is recommended that the asphalt also be sawed full depth. This would help relieve the subgrade friction problem when the concrete expands and also provide drainage into the sandy subgrade. The latter would help drain rainwater that naturally accumulates at joints away from the concrete and reduce the future worsening of MRD at the new joints.

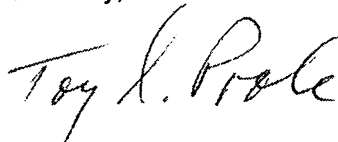
If budget is not confining, then we suggest increasing the number of joints so that a maximum distance between joints of about 500 ft is achieved. This would help insure that frictional restraint would not accumulate to critical levels.

Our recommendations are conceptual in nature. All necessary calculations, drawings, details and specifications need to be developed by a professional engineer registered in the State of Iowa.

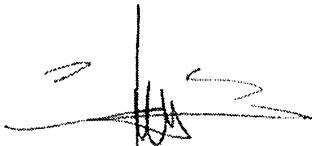
CLOSING

If you have any questions or need additional information, please feel free to contact us by telephone (in letterhead) or by email (in signature block).

Sincerely,



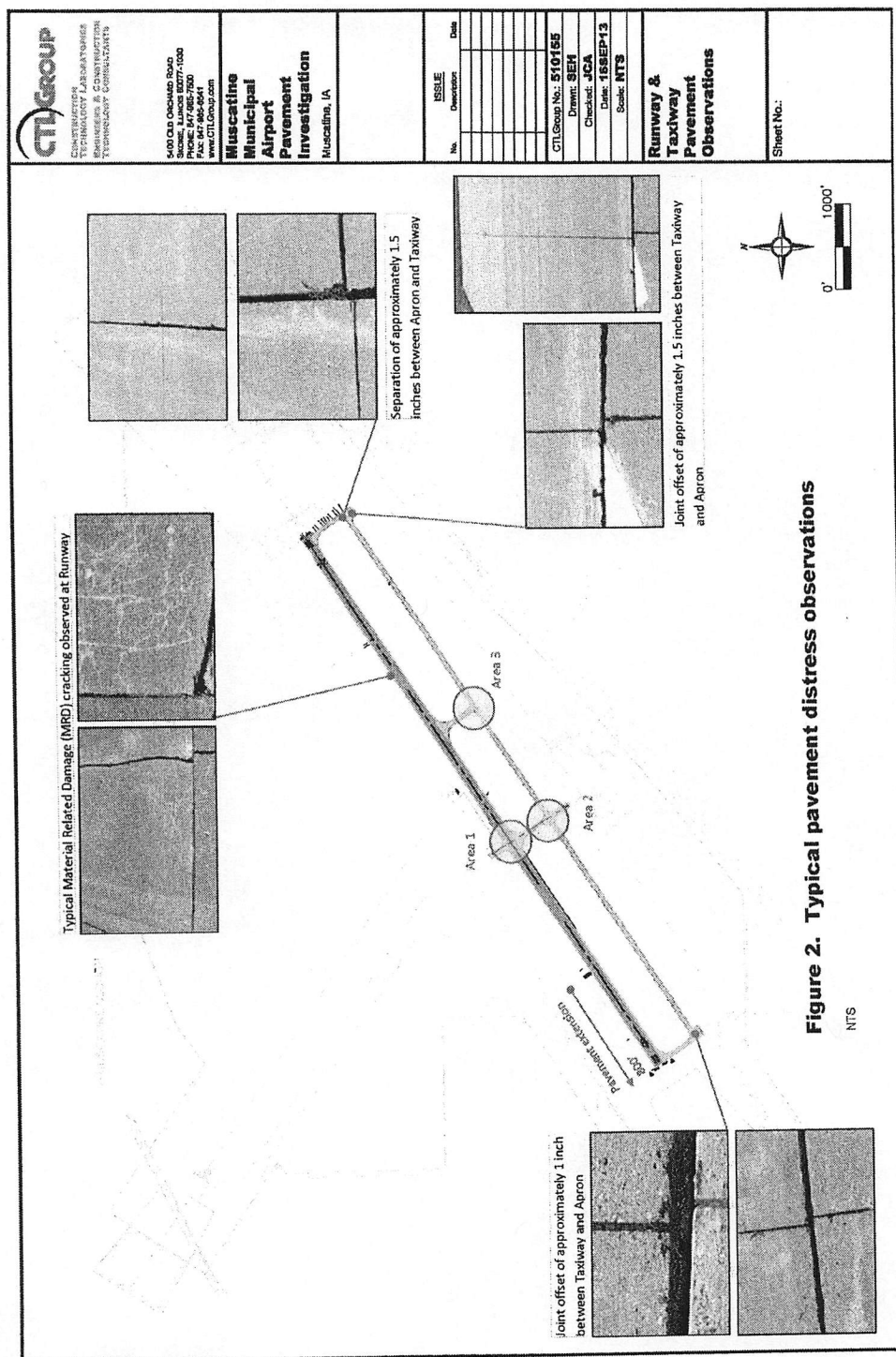
Toy Poole, Ph.D.
Senior Principal
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Juan Carlos Araiza, Ph.D., P.E. (TX and CA).
Group Manager and Senior Engineer
jaraiza@ctlgroup.com

Attachments: Appendix A. List of reviewed documents.
Appendix B. Petrographic Analysis Report

CC: Jayne C. DeCoste, P.E., Anderson-Bogert



Muscatine Municipal Airport
Pavement joint observations, Runway 6/24

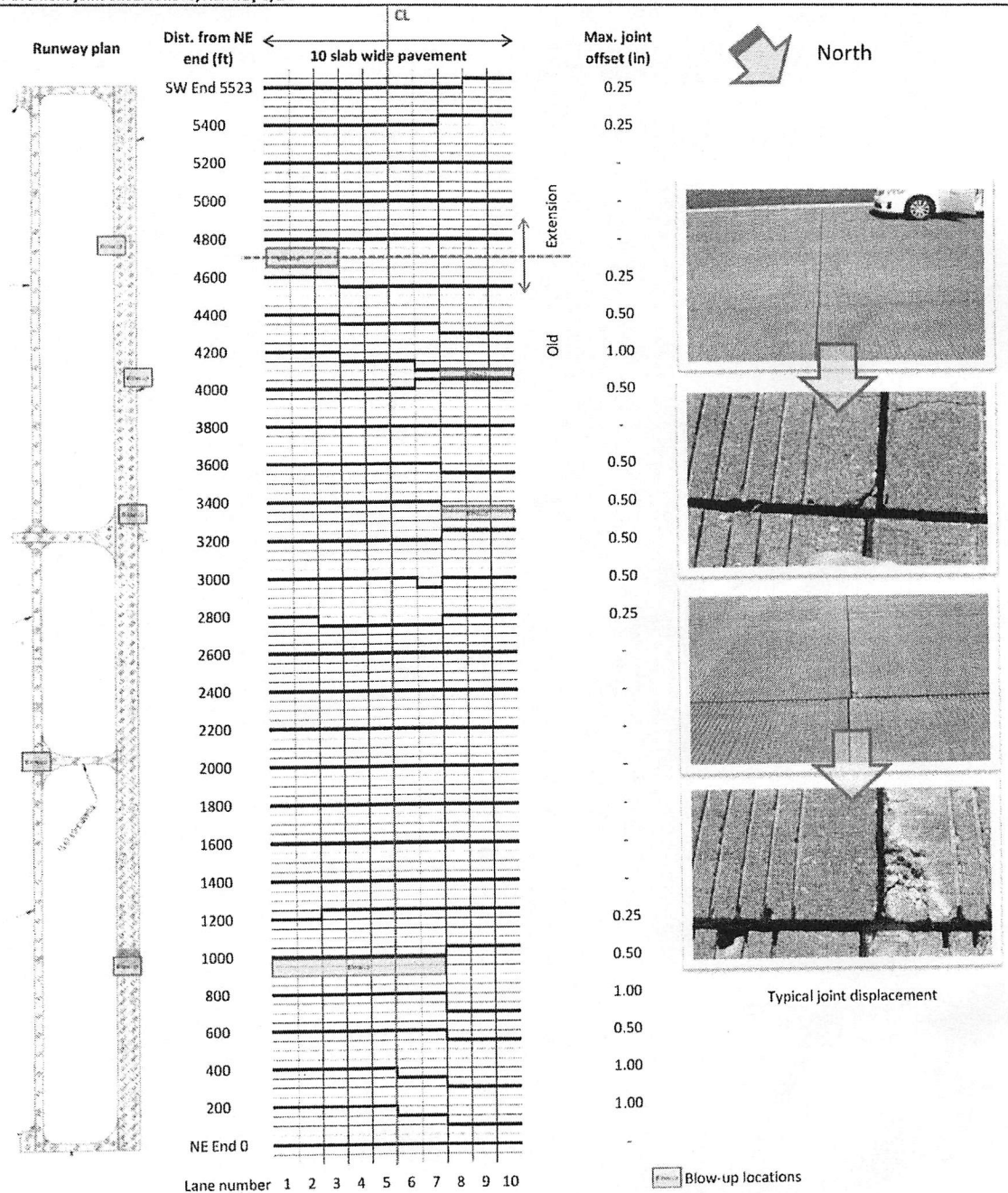


Figure 3. Offset of control joints along longitudinal joints among the 10 lanes of pavement

The petrographic analysis has been completed, and the consultant has suggested the City install between 16 and 26 expansion joints in the runway/connecting taxiways. The cost to complete this work will be very similar to the patching work included in the FAA funding pre-application for this project. The consultant estimates the expansion joints installation will add 5 to 8 years to the pavement life. The pavement is 20 years old and was designed with a 20 year design life, per FAA requirements.

In lieu of completing the expansion joint project, another option is to completely reconstruct the pavements as soon as possible. If this option is agreed upon, then construction will have to wait until FFY 2017, due to federal funding limitations.

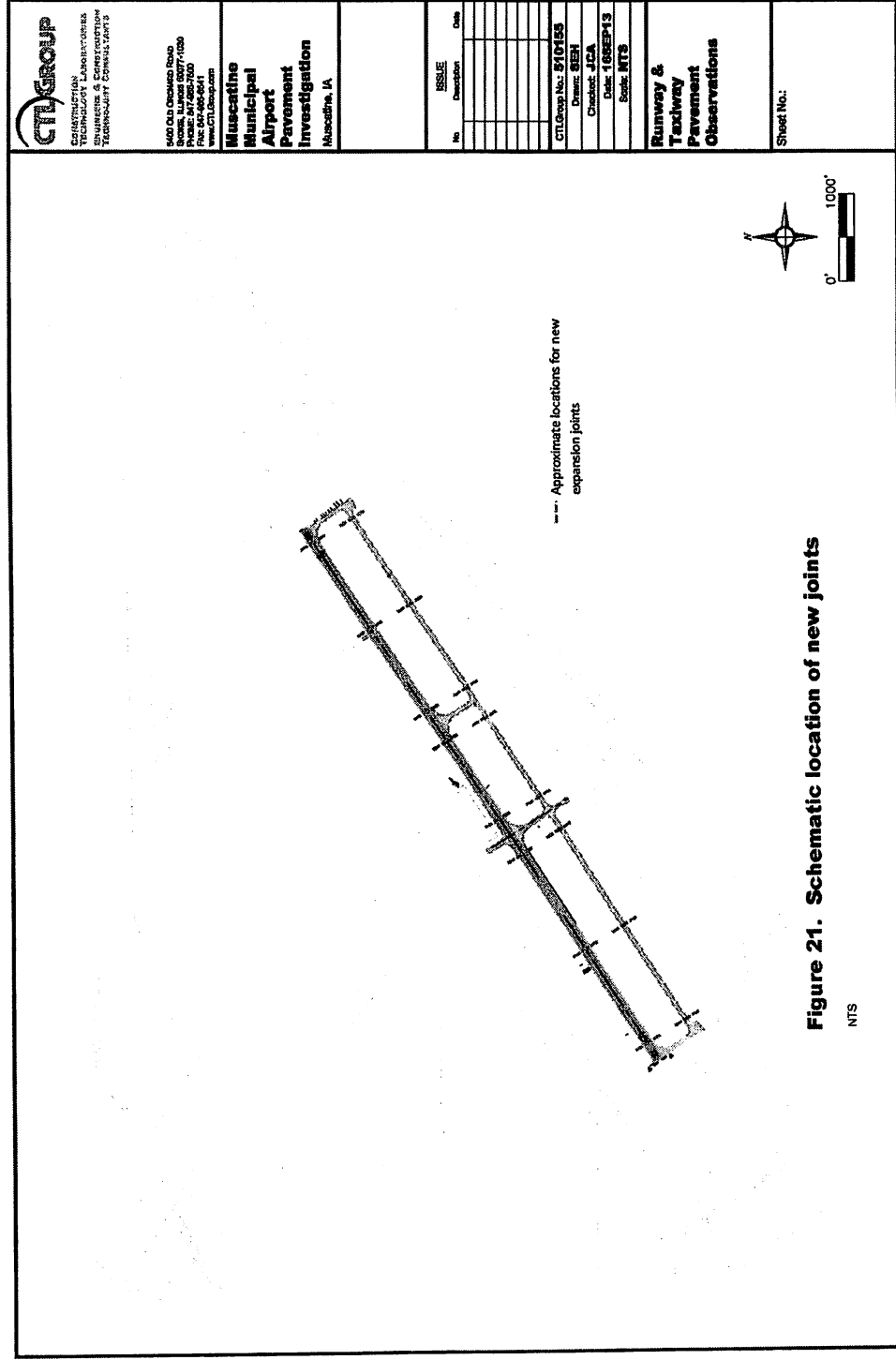
Possible Options	Total Cost	City Cost
1. Install 16 Expansion Joints Only	\$145,000	\$14,500
2. Install 26 Expansion Joints Only	\$210,000	\$21,000
3. Install 16 Expansion Joints & Reseal All Joints*	\$705,000	\$70,500
4. Install 26 Expansion Joints & Reseal All Joints*	\$760,000	\$76,000
5. Full Reconstruction Runway Only	\$4,000,000	\$400,000
6. Full Reconstruction Runway/Taxiways	\$6,500,000	\$650,000

*For the FAA funding pre-application process, which occurred prior to the petrographic analysis, the FAA advised to include resealing of all pavement joints greater than 15 years old. Now it is unclear if they will want to include this work, since the new sealer may outlive the pavement itself.

Funding Available for FFY 2014	Total Cost	City Cost
Runway 6/24 Rehabilitation + Airfield Joint Sealing	\$785,000	\$78,500

<u>NOT</u> Included in Expansion Joint Projects (1-4 above)	Total Cost	City Cost
Full Repainting of Runways/Taxiways**	\$160,000	\$16,000

**Only spot repainting was included (at the pavement patches). Iowa DOT Office of Aviation had repainting on their list last year for Muscatine for both runways and all taxiways; however, they placed the repainting on hold waiting to see what exact rehabilitation work will be undertaken with this project. Typically, if they know a major rehabilitation project is in the works for a particular airport, they will ask the airport to include the repainting in the project scope, rather than have the IDOT contract to do the work separately.



CTLGROUP CONSTRUCTION TECHNOLOGY LABORATORIES 2000 WEST 10TH AVENUE MUSCATINE, IOWA 52596-1000 PHONE: 319.266.7000 FAX: 319.266.7001 WWW.CTLGROUP.COM		5100 OLD CROWNE ROAD SUITE 100 MUSCATINE, IOWA 52596-1000 PHONE: 319.266.7000 FAX: 319.266.7001 WWW.CTLGROUP.COM
Muscatine Municipal Airport Pavement Investigation Muscatine, IA		
No. Description Date	CTLGroup No.: 510155 Owner: BSH Designer: JCA Date: 10SEP13 Scale: NTS	
Runway & Taxiway Pavement Observations		
Sheet No.:		

FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)

DRAFT

Airport Name: Muscatine Municipal Airport

Telephone: 319.377.4629

Prepared By: Jayne DeCoste, Anderson Bogert

Date Approved: _____

Date Prepared: 11/20/13

Project Description	Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Master Plan Study (Airport Layout Plan Update)	Federal	\$ 166,500	\$	\$	\$	\$
	State	\$ 0	\$	\$	\$	\$
	Local	\$ 18,500	\$	\$	\$	\$
	Total	\$ 185,000	\$	\$	\$	\$
Reconstruct Runway 6/24 and Taxiway A	Federal	\$	\$ 5,850,000	\$	\$	\$
	State	\$	\$	\$	\$	\$
	Local	\$	\$ 650,000	\$	\$	\$
	Total	\$	\$ 6,500,000	\$	\$	\$
Apron, Runway 12/30, and Taxiway B Pavement Maintenance	Federal	\$	\$ 0	\$	\$	\$
	State	\$	\$ 15,000	\$	\$	\$
	Local	\$	\$ 85,000	\$	\$	\$
	Total	\$	\$ 100,000	\$	\$	\$
Connector Road Between Hangar Access Road and T-Hangars	Federal	\$	\$	\$ 0	\$	\$
	State	\$	\$	\$ 99,450	\$	\$
	Local	\$	\$	\$ 17,550	\$	\$
	Total	\$	\$	\$ 117,000	\$	\$
Upgrade Fuel Facility (with submersible pump) - No self service included	Federal	\$	\$	\$	\$ 0	\$
	State	\$	\$	\$	\$ 157,250	\$
	Local	\$	\$	\$	\$ 27,750	\$
	Total	\$	\$	\$	\$ 185,000	\$
	Federal	\$	\$	\$	\$	\$
	State	\$	\$	\$	\$	\$
	Local	\$	\$	\$	\$	\$
	Total	\$	\$	\$	\$	\$

AIRPORT LONG RANGE NEEDS ASSESSMENT

FFY 2020 – FFY 2024

Airport Name: Muscatine Municipal Airport

Description of Project (include estimated Fiscal Year)	Funding Source	Total Estimated Cost
FY 2020 T-Hangar Apron Expansion & T-Hangar Construction	Federal: State: Local: Total:	\$ 600,000 \$ 0 \$ 93,000 \$ 693,000
FY 2021 Airfield Pavement Maintenance	Federal: State: Local: Total:	\$ 0 \$ 85,000 \$ 15,000 \$ 100,000
FY 2023 T-Hangar Reconstruction	Federal: State: Local: Total:	\$ 405,000 \$ 0 \$ 45,000 \$ 450,000
FY 2024 T-Hangar Apron Pavement Replacement	Federal: State: Local: Total:	\$ 0 \$ 212,500 \$ 37,500 \$ 250,000
FY 2024 Master Plan/ALP Update	Federal: State: Local: Total:	\$ 225,000 \$ 0 \$ 25,000 \$ 250,000
FY 2025 Snow Removal Equipment Building/Municipal Hangar	Federal: State: Local: Total:	\$ 150,000 \$ 270,000 \$ 230,000 \$ 650,000

Muscatine Municipal Airport

Airport Advisory Commission Meeting

November 25, 2013

Iowa Aviation System Plan 2010-2030

http://www.iowadot.gov/aviation/data_driven/publications/System_plan_reports/SPRMUT.pdf

2011-2030 Development Needs Project Description	Funding Needed	Notes
Construct t-hangar	\$400,000	2023
Construct t-hangar (+expand apron)	\$600,000	2020
Airport Layout Plan (ALP) update (2013, 2021, 2029)	\$1,350,000	2015, 2024
TOTAL	\$2,350,000	

2011-2030 Other Potential Projects Project Description	Funding Needed	Notes
✓ Rehabilitate runway lighting	\$313,554	2011
☑ Rehabilitate hangar drainage	\$80,000	2014
✓ Obstruction survey/obstruction removal	\$68,537	2012
✓ Airfield pavement maintenance	\$148,600	2012
☑ Improve hangar access security	\$20,000	2013
Design for apron expansion and rehabilitation for t-hangars (see above)	\$58,000	2020
✓ Replace Automated Weather Observing System equipment	\$131,580	2013
Expand apron (see above)	\$180,000	2020
Reconstruct hangar (see above)	\$450,000	2020
Pavement Maintenance	\$158,000	2021
✓ Acquire snow removal equipment	\$158,000	2010
Upgrade fuel facility	\$50,000	2018
Snow removal equipment building	\$403,000	2025
Snow removal equipment	\$158,000	>2025
TOTAL	\$2,377,271	

✓ = complete

☑ = in progress

Other action items mentioned in the report but not in the above table include: wildlife control and creating an airport emergency plan.

Muscatine Municipal Airport

Airport Advisory Commission Meeting

November 25, 2013

Projects at Other Airports

Rehabilitate Perimeter Fence

Install Ramp Security Lighting

Rehab Hangar – Replace Exterior Sheeting

Replace Fuel Tank/Improve Fuel Tank

Rehab Sewer Lift Station

Rehab Terminal Building Roof

Rehab T-Hangar Doors

Replace Wind Indicator

Rehab Runway: Friction Tests and Rubber Build-up Removal

Acquire Friction Measuring Equipment

MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, November 20, 2013, 3:30 p.m.

Scott County Administration Building

600 West Fourth Street

Davenport, IA

FINANCIAL
(green)

ACTION NEEDED
(yellow)

INFORMATIONAL
(white)

X
X
X
X
X

X
X
X
X
X

X
X

1. Approval of the October 23, 2013 Minutes (See enclosed) – Larry Minard, Chair
2. Treasurer's Report (See enclosed) – Kas Kelly, Treasurer
3. Finance and Personnel Committee/Financial Matters – Chuck Austin, Finance Chair
 - a. Bills (See enclosed)
 - b. Report on Progress on Commission's FY 2014 Program Budget as of 10/31/2013 (See enclosed)
 - c. Contracts/Grants for Consideration – Denise Bulat, Executive Director

I. Hurt, Norton & Associates	Legislative Technical Services Support	Up to \$96,000	12/1/13-11/30/14
II. Genesis Occupational Health	Urine Drug Test Breath Alcohol Test	\$41 \$33	Extend services to 9/30/14

- X 4. Riverfront Planning in the Bi-State Region – Denise Bulat, Executive Director
- X 5. Bi-State Geographic Information System (GIS) Services – Daya Snapp, Mapping/GIS Technician
6. Questions or Comments by Commissioners
7. Other Business
8. Adjournment

DB/sg
Agendas\BSRC Agenda.docx

NEXT MEETING: Wednesday, December 18, 2013 – 3:30 p.m.

Scott County Administration Building

600 West Fourth Street

Davenport, Iowa

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

Wednesday, October 23, 2013, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Minard – Chair, Austin, Banaszek, Callaway-Thompson, Conrad, Gluba, Goodwin, Heninger, Hillman, Kelly, Lawrence, Liddell, O’Boyle, Raes, Schloemer, Sorensen, Sunderbruch, Terry, Thodos, Volz, Wells

MEMBERS ABSENT: Anderson, Burrage, Crouch, Earnhardt, Gallagher, Gordon, Hopkins, Pauley, Rangel, Sherwin, Stoermer, Tank, Tossell, Washburn

OTHERS PRESENT: Dean Moyer, Mayor of Cordova; John Myers, Village of Cordova

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

Chair Minard called the meeting to order at 3:35 p.m.

1. **Approval of the September 25, 2013 Minutes.** Mayor Gluba moved to approve the minutes of September 25, 2013 as presented. Mr. Banaszek seconded the motion, and it passed unanimously.
2. **Treasurer’s Report.** Ms. Kelly presented the Treasurer’s Report for the month ending September 30, 2013, noting an ending total bank and book balance of \$497,808.33. 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 \$68,968.33, as listed on the following bills listing and addendum dated October 23, 2013:

Bills List

Hurt, Norton & Associates, August 2013 legislative technical service (cost reimbursed by participating member governments)	\$ 7,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,625.00

Addendum

Bancard Center, VISA charge card expenses related to Quad City Riverfront Council meeting (cost reimbursed by participants); Managers & Administrators meeting (cost reimbursed by participants); trail meetings; 4 staff attending the Illinois Department of Transportation Fall Planning Conference; 2 staff attending the Engaging the Private Sector in Freight Planning; 1 staff attending the Illinois Geographic Information System Conference; office supplies	3,837.99
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Environmental Systems Research Institute (esri), ArcGIS software	11,160.00
Louisa Ewert, Treasurer	6,702.15
11/2013 Rent	\$4,618.38
10/2013 Internet Access	88.00
08 & 09/2013 Postage	1,739.45
09/2013 Supplies	76.50
09/2013 Cell Phone	179.82*
*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)	
URS Corporation, Household Survey and Model Integration Project	36,893.19

Mr. Austin moved approval of the bills totaling \$68,968.33 as presented above.

Ms. Kelly seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2013 Program Budget as of September 30, 2013. Mr. Austin explained the Program Budget Status Report was mailed in members' packets. The Commission is 25% through the fiscal year with 24.5% expended and within budget.
- c. Contracts/Grants for Consideration. There were no contracts for Commission approval.
4. Consideration of a Resolution for Annual Certification of the Bi-State Revolving Loan Fund (RLF) Plan. Ms. Moritz presented the Commission with information on the Bi-State Revolving Loan Fund Program. She stated that since the inception of the program in 1986, nearly \$9.4 million has been loaned to 101 businesses in Rock Island and Scott Counties. These loans have helped generate approximately \$133 million in total investments, accessing city and state public financing programs, financial institutions, and company equity. In addition, 3,401 jobs have been created/retained in the two-county area. Ms. Moritz reviewed the 6 new loans made in the last year for over \$485,000. Four projects were fixed asset loans and the other two were for working capital needs. Five businesses were expanding and one was a start-up endeavor. Two companies were industrial, two were service, one was retail, and one was a retail/ manufacturing combination. Currently, there is approximately \$176,000 available to loan with the repayment loan pool growing by \$10,000 each month.

Mr. Austin moved approval of the resolution, and Mayor Thodos seconded. The motion passed unanimously.

5. Consideration of a Resolution for Annual Certification of the Mercer-Muscatine Revolving Loan Fund (MMRLF) Plan. Mr. Hunt provided a brief summary of the Mercer/Muscatine County Revolving Loan Fund. He stated that the fund has been in existence since 2010 and made its first loan in August 2012. The initial loan of \$150,000 leveraged \$650,000 private investment and created 25 jobs. Currently, there is \$850,000 available to loan. Bi-State staff continues to market the program and has meeting with lenders in Muscatine and Aledo on November 5 and 6.

Mr. Wells moved approval of the resolution, and Mr. Sorenson seconded. The motion passed unanimously.

6. Status of Freight Study in the Bi-State Region. Ms. Bulat told Commissioners that a Freight Commodity Efficiency Study/Plan will be conducted for the five county Bi-State Region. A freight study was completed in 1989 for a subset of the Region limited to the Quad City urbanized area. Bi-State leaders and transportation officials believe a new broader study should be conducted for the entire region in-light of changing conditions in the economy and

environment. The study will examine the region and its ability to export and import various commodities efficiently through the use of barges, trains, trucks, and air planes. Determining if the region has the needed infrastructure to economically match goods to the most appropriate mode of transportation is the goal of the project. Key transportation facility needs will be identified and integrated into regional plans for future implementation.

Ms. Bulat said that the proposed project will support the fine tuning of both the Bi-State Regional Commission's Long Range Transportation Plan and Comprehensive Economic Development Strategy. The study will provide information on how to address transportation choices for freight and enhance economic competitiveness. The proposed project budget will range between \$300,000 and \$500,000 depending on the availability of funding from the Army Corps of Engineers. Other funders include the Illinois Department of Transportation, the Iowa Department of Transportation, and Bi-State Regional Commission through funds reserved for transportation planning. The funding will be used to contract with a consultant to conduct the freight study.

Ms. Bulat concluded that the purpose of this work is to prepare a multimodal, intermodal freight plan for the two-state, five county Bi-State Region that enhances the mobility of both people and goods while mitigating the negative impacts on mobility, safety, environment, and quality of life. Specific objectives include:

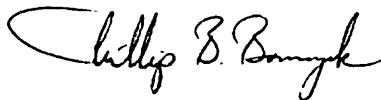
- Collect base freight data
- Support data needs for Bi-State 2045 LRP
- Inventory, forecast, evaluate, & identify freight needs/challenges
- Develop solutions that address challenges & efficiencies
- Evaluate costs & benefits for proposed solutions
- Prioritize long, medium, and short-term improvements
- Develop regional consensus on priorities

7. Questions or Comments by Commissioners. There was no questions or comments presented.

8. Other Business. There was no other business.

9. Adjournment. The meeting adjourned at 4:17 p.m.

Respectfully submitted,



Phillip Banaszek
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING OCTOBER 31, 2013**

	<u>Balance October 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance October 31</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – October 1, 2013	\$ 431,965.25			
Add Deposits		\$ 293,436.52		
Less Transfers			\$ 231,413.26	
Balance – October 31, 2013				\$ 493,988.51
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – October 1, 2013	\$ 1,169.65			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – October 31, 2013				\$ 1,169.80
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – October 1, 2013	(\$ 38,015.82)			
Add Deposits		\$ 130,888.46		
Less Checks Written			\$ 167,666.20	
Balance – October 31, 2013				(\$ 74,793.56)
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – October 1, 2013	\$ 2,689.25			
Add Deposits		\$ 100,473.10		
Less Checks Written			\$ 100,568.51	
Balance – October 31, 2013				\$ 2,593.84
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – October 1, 2013	<u>\$ 100,000.00</u>			
State Bank of Orion 06/25/13 – 12/25/13 (.20%)				
Add Investments Made		\$ 0.00		
Less Investments Matured			\$ 0.00	
Balance – October 31, 2013				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – October 1, 2013	<u>\$ 497,808.33</u>			
Deposits in October		<u>\$ 524,798.23</u>		
Withdrawals in October			<u>\$ 499,647.97</u>	
Balance – October 31, 2013				<u>\$ 522,958.59</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – October 1, 2013	<u>\$ 875,889.16</u>			
Add Deposits		<u>\$ 17,512.82</u>		
Less Withdrawals			<u>\$ 80.00</u>	
Balance – October 31, 2013				<u>\$ 893,321.98</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – October 1, 2013	<u>\$ 13,546.30</u>			
Add Deposits		<u>\$ 2,665.17</u>		
Less Withdrawals			<u>\$ 5.00</u>	
Balance – October 31, 2013				<u>\$ 16,206.47</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE NOVEMBER 20, 2013
BI-STATE REGIONAL COMMISSION MEETING**

Bohnsack & Frommelt LLP, Progress billing for year-end audit 2013	\$10,000.00
Hurt, Norton & Associates, October 2013 legislative technical service (cost reimbursed by participating member governments)	7,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	<u>3,535.00</u>
TOTAL	<u>\$21,285.00</u>

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

BI-STATE REGIONAL COMMISSION
FY 2013-14 Program Budget Status Report
Through Month of October – 33% of Year

ADOPTED BUDGET:	\$2,057,347.00	EXPLANATION:
EXPENDED THROUGH OCTOBER:	\$676,237.39 (32.9%)	
STAFF LEVEL BUDGETED:	25.25 F.T.E.	
STAFF LEVEL MAINTAINED:	23.75 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING OCTOBER

ALEDO – Website Support; RLF Coord.; Transit Mobility/HSTP Planning; Aerial Photo Coord. Asst.; Economic Develop. Strategic Plan Presentation.

ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning.

ANDALUSIA – RICWMA Staffing; Riverfront Council; Website Support.

ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning.

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

BETTENDORF – Joint Purchasing; Scott Co. Housing Council; IAQC Transit Planner Coord. & Transit Issues; Transit Certification Review Follow-Up; Riverfront Council; Solid Waste Coord.; I-74 Bridge Coord.; Drug/Alcohol Testing Consort.; RLF Loan Admin./Marketing; Trail Coord.; DOJ Interoperability; Air Quality Asst.; NSBP/EDA Apps.; Trails Counting Asst.; QCICNet; Aerial Photo Coord. Asst.; RDA/SCRA Grant Asst.; STP Inquiries and Transportation Planning Orientation.

BLUE GRASS – Reg. 9 Transportation Coord.; Solid Waste Coord.; Website Support; Aerial Photo Coord. Asst.; Map Request.

BUFFALO – Trail Planning and RFP Asst.; Riverfront Council; Solid Waste Coord.; Aerial Photo Coord. Asst.; RDA Grant Application.

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

CARBON CLIFF – RICWMA Staffing; Joint Purchasing; Trail Planning; Aerial Photo Coord. Asst.

COAL VALLEY – Joint Purchasing; RICWMA Staffing; Aerial Photo Coord. Asst.

COLONA – OSLAD Grant Inquiry; Joint Purchasing; Graphics/GIS/Mapping Asst. – Utilities, Zoning, Indian Trails Resort.

CORDOVA – RICWMA Staffing; Riverfront Council & Riverfront Planning; Website Support; Grants inquiry.

DAVENPORT – Joint Purchasing; Riverfront Council, RiverVision; Scott Co. Housing Council; Solid Waste Coord.; RLF Loan Admin.; Transit Funding & NTD Asst.; IAQC Transit Planner Coord. and Transit Issues; QCICNet Interoperability Project; BRAC/OEA Coord.; Air Quality Asst.; Davenport Schools Hazard Mitigation Plan; Legislative Priorities Asst.; IMCP/EDA Grant with QC Chamber; Aerial Photo Coord. Asst.; Public Works Interviews; STP Funding Inquiry; REAP Coordination; Flood Program Inquiry.

EAST MOLINE – IL QC Intergov. Comm.; E9-1-1 Coord.; Joint Purch.; RICWMA Staffing; RMS Coord.; Riverfront Cncl.; Interoperability Project; RLF Admin.; MUNICES; Air Quality Asst.; Trail Planning; Consol. Disp. Study Asst.; QCICNet; Econ. Dev. Strategic Plan; Aerial Photo Coord. Asst.; Park/Rec Planning Outreach.

ELDRIDGE – Solid Waste Coord.; Drug & Alcohol Consort.; Website Support; Aerial Photo Coord. Asst.

FRUITLAND – Region 9 Transportation Coord.; Solid Waste Coord.

GALVA – Broadband Coord.; Transit Mobility/HSTP Planning; HCEDP.

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

HAMPTON – RICWMA Staffing; Riverfront Council; Website Support.

HENRY COUNTY – Joint Purch.; HCEDP Part.; Transit Mobility/HSTP Plan; Trail Coord.; Zoning Reviews; Workforce Dev. Board; Legislative Priorities Asst.; Comp. Plan & Zoning Mapping/GIS; EDA/USDA Grant; Evacuation Plan; Fact Sheet Update; Illinois Grants for Local Gvts.; Aerial Photo Coord. Asst.

KEWANEE – Transit Mobility/HSTP Planning.

LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; Trail Planning; Aerial Photo Coord. Asst.

LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Aerial Photo Coord. Asst.

MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; Stormwater Meeting.

MILAN – Joint Purchasing; RICWMA Staffing; IL QC Intergov. Comm.; E9-1-1 Coord.; RMS Coord.; RLF Admin.; Interoperability Project; MUNICES Coord.; Cons. Dispatch Study Asst.; QCICNet.

MOLINE – MUNICES Coord.; IL QC Intergov. Comm.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord & Southern Sec.; RICWMA Staff.; RMS Coord.; Riverfront Cncl./RiverVision; RLF Loan Admin.; Trails Coord.; ITEP Grant Review; Interop. Proj.; Rail Coord.; Air Qual. Asst.; Park/Rec Plan.; Cons. Disp. Study Asst.; QCICNet; Aerial Photo Coord. Asst.

MUSCATINE CITY – Trail Planning; Reg. 9 Transportation Coord.; Solid Waste Coord.; Joint Purchasing; Air Quality Asst.; RLF Coord.; Aerial Photo Coord. Asst.

MUSCATINE COUNTY – Trails Planning; Website Support/Development/Redesign; Reg. 9 Coord.; Solid Waste Coord.; Joint Purch.; Transit Mobility Coord.; Hazard Mitigation Plan; Air Quality Asst.; OEA Grant Coord.; EDA RLF Coord.; Comprehensive Plan; Aerial Photo Coord. Asst.

NEW BOSTON – Website Support; Grant Research.

OAK GROVE – E9-1-1 Coord.; Consolidated Dispatch Study.

ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Water System Map Update.

PORT BYRON – RICWMA Staffing; Riverfront Council; ED Strategy; Zoning Administration Inquiry.

PRINCETON – Riverfront Council; Solid Waste Coord.; Trail Planning; Economic Development Presentation; Aerial Photo Coord. Asst.; Sidewalks Inquiry.

RAPIDS CITY – RICWMA Staffing; Riverfront Council.

RIVERDALE – Riverfront Council; Trail Coord & TEAP Traffic Counting Asst.; Solid Waste Coord.; Website Support; Haz Mit Plan.

ROCK ISLAND CITY – IL QC Intrgv. Comm.; E9-1-1 Coord.; Joint Purchasing; Riverfront Council; RiverVision; RICWMA Sftg.; MUNICES Coord.; RMS Coord.; RLF Loan Adm.; Interop. Proj.; Air Quality Asst.; Workforce Dev. Bd.; Consol. Dispatch Study App; QCICNet; Aerial Photo Coord. Asst.; Status of EDP Appl.

ROCK ISLAND COUNTY – E9-1-1 Coord.; LEPC Committee; IL QC Intergov. Comm.; RICWMA Sftg.; Electronic Collection Event & Website Support; Joint Purchasing; Trail Coord.; WIB Part.; RMS Coord.; FFC Revisions Coord.; Transit Mobility/HSTP Planning; Passenger Rail; Air Quality Asst.; Legislative Priorities Asst.; QCICNet; Evacuation Plan; Forest Preserve Planning & Map; Hazard Mitigation Png. Appl.; QC Health Initiative.

SCOTT COUNTY – Financial Management - Scott Co. KIDS; Scott Co. Hsg. Cncl.; Joint Purchasing; I-74 Bridge Coord.; Trail Png.; RLF Admin.; Reg. 9 Transportation; Transit Mobility/HSTP Planning; Interop. Project; Goals Booklet; OEA; Passenger Rail; Housing Assessment; Budget Report; Air Quality Coord.; Solid Waste Coord.; Aerial Photo Coord. Asst.; QC Health Initiative.

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

SILVIS – E9-1-1 Coord.; Joint Purchasing; IL Intergov. Comm. Coord.; RICWMA Sftg.; RMS Coord.; CDAP Grant Admin.; Trail Planning; Consol. Dispatch Study App.; QCICNet; Aerial Photo Coord. Asst.; O Barr Field Site Map & Utilities GIS/Mapping Asst.; Existing/Projected Traffic Counts.

VIOLA – Transit Mobility/HSTP Planning; Logo Development.

WALCOTT – Reg. 9 Transportation; Solid Waste Coord.; Trail Coord.; RLF Marketing; Aerial Photo Coord. Asst.

WEST LIBERTY – Reg. 9 Transportation; Solid Waste Coord.; Website Support; Muscatine Co. Haz Mit Plan; Air Quality Coord.

WILTON – Reg. 9 Transportation; Solid Waste Coord.; Muscatine Co. Haz Mit Plan; EDA Application; Air Quality Coord.; Water/Sewer System Maps.

WINDSOR – HCEDP Participation; Transit Mobility/HSTP Planning; Zoning Inquiry.

WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning.

Bi-State Report – October

COMMUNITY/ECONOMIC DEVELOPMENT: Attended Henry County Economic Development Partnership (HCEDP) meetings. Continued administration of EDA/USDA Rural Jobs and Innovation Challenge Grant Program on behalf of multiple member governments in Henry, Mercer, and Rock Island Counties. Attended IA RELAT meetings. Attended Iowa Regional Council, Illinois Regional Council, Northwest Municipal Association, QCCVB Annual, and Quad City Health Initiatives-NPAW Panel meetings. Assisted members with legislative priorities. Printed 2013 CEDS Progress Report. Held 2013-14 APA audio-conference training for planning commissioners/planners/citizen planners. Continued coordination with QC Chamber on EDA's Investing in Manufacturing Community Partnership Grant.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES:

Data Center: Staff responded to approximately 17 data and map requests in October 2013 including 5 from businesses, 5 from local governments, 3 from academic institutions, 2 from private citizens, 1 from a non-profit, and 1 from another entity. The data warehouse site (www.greaterqcregion.org) had 390 visits and 670 page views. Staff began work on the data collection of the 2045 Long Range Transportation Plan.

Graphics/Mapping: 2013 QC Street Map Update (Folded & Wall Versions) and Distribution of 2008-09 Edition; 2014 Aerial Photo Flyover Coordination; 2045 Long Range Transportation Plan Coordination; Eastern Iowa Community College District Mapping; IL Counties Evacuation Plan Mapping; QC Chamber Certified Sites GIS/Mapping Asst.; Travel Model Data and GIS Assistance; Update/Maintain GIS Data for Street Centerlines, Traffic Counts, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, and other layers.

www.bistateonline.org. Top files downloaded and pages viewed for October 2013 include: BSRC Home Page (4,294); Scott County Evacuation Plan, Final (1,455); Long Range Transportation Plan Chapter 4 (989) & Chapter 3 (529); QCTransit.com (533); Community Profiles and Fact Sheets (489); Quad Cities Metro Area Street Map (168); QC Urban Area Surface Transportation Program (STP) (156); Joint Purchasing Program (136); and BSRC Agency Contact Page (106).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants. Served RICWMA with coordination of meetings, oversight and management of waste disposal and recycling programs, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Attended River Action meetings. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Continued "Make Air Quality Visible" strategic plan update process. Continued multi-jurisdictional hazard mitigation planning. Organized bi-monthly meeting of Quad City Riverfront Council.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: Ice Melt, Fall Copier & Plotter Paper; Sign Materials & Sign Posts; Winter Printer Supplies; 2014 Water Treatment Chemicals. Staffed Quad Cities Area intergovernmental forums and meetings of area recreation directors, managers and administrators, and chief elected officials. Continued coordination and planning for the awarded DOJ interoperability grant. Assisted with Rock Island Arsenal issues.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting cancelation and financial summary report. Provided information to potential applicants. Continued receiving job creation information from active companies. Presented annual recertification information to Commission. Prepared semi-annual report for EDA. Administered Mercer/Muscatine RLF Program: Provided information to potential applicants. Presented annual recertification information to Commission. Prepared semi-annual report for EDA. Completed marketing visits to Aledo, Muscatine, and West Liberty.

TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT: Attended related meetings, presented information, and continued staff coordination of river crossing issues. Conducted outreach for household survey and continued travel model enhancements project with consultant team. Worked on urban 2045 LRTP travel model development. Continued IL Region evacuation planning effort. Coordinated traffic & trails analyses, and data requests. Conducted trip generation rates study and travel time analysis of congested corridors. Participated in Iowa-Illinois interdisciplinary traffic safety team meeting. Monitored status of MAP-21 implementation. Held urban Technical and Policy Committees and Region 9 Policy Committee meetings. Completed Region 9 STP project selection process. Prepared monthly reports of federal transportation programs, coordinated related funding/reporting. Continued air quality emission reduction efforts and organized bi-monthly meetings of Air Quality Task Force. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and MRT, and attended related meetings, as well as other trail planning and grant assistance. Organized bi-monthly meeting of the Bi-State Regional Trails Committee. Coordinated Bi-State Drug and Alcohol Testing Consortium, held meeting, and continued random testing program. Monitored urban and Iowa Region 9 FY14 Transportation Planning Work Program and FFY14-17 TIPs, and need for data entry in Iowa TPMS as part of transportation improvement programming. Administered IAQC and Illinois Region 2 transit coordinator positions. Facilitated MAP-21 transit funding issues and assisted with NTD data analysis. Served inquiries and assisted with transportation funding programs and transportation information for legislative efforts. Participated in MidAmerican Trails & Greenways Conference, IADOT Safety Workshop and modelers users group; IL MPO Advisory Council; IL Performance Measures Advisory Group meetings. Participated in transportation webinars on travel time data.