



Commission in Review

October 2018

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

NEXT COMMISSION MEETING:

Wed., Nov. 28, 2018
3:30 p.m.

Scott Co. Admin. Bldg.
6th Floor Conf. Room
600 West 4th Street
Davenport, Iowa

APBA WEBINAR

Good Sidepath Design

Wed., Nov. 14, 2018
2:00-3:00 p.m.

Bi-State Regional
Commission Conference
Room
1504 Third Avenue
Third Floor
Rock Island, IL

CIR VIA E- MAIL

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Mission Statement:

*To serve as a forum
for intergovernmental
cooperation and
delivery of regional
programs and to
assist member local
governments in
planning and project
development.*

Bi-State Has New Telephone System

Bi-State has a new telephone system, so staff direct numbers have changed, effective November 8, 2018. The phone number for all staff is (309) 793-6300, and then the staff member's extension, as seen in the following list.

Bryan Schmid	1123	Patty Pearson	1138
Carol Connors	1125	Peggi Merchie	1126
Christine Cary	1149	Rachel Bruce	1130
Denise Bulat	1140	Sarah Gardner	1148
Donna Moritz	1128	Sarah Grabowski	1136
Gena McCullough	1146	Sharon VanHook	1127
Gustav Benson	1124	Stacy DePorter	1134
Jim Schmedding	1135	Tara Cullison	1145
Kassie Keeney-McGurk	1129	Tianze Ma	1139
Michael Saponaro	1131		

Gap Financing Money Available From Revolving Loan Fund Program

The Bi-State Revolving Loan Fund (BSRLF) is celebrating 33 years of providing gap financing to businesses, according to Jim Tank, RLF Program Representative and Bi-State Commissioner. Mr. Tank reported that since the inception of the program in 1985, over \$10.5 million has been loaned to 112 businesses in Rock Island and Scott Counties. These loans have helped generate over \$439 million in total investments, accessing city and state public financing programs, financial institutions, and company equity. In addition, over 3,900 jobs have been created/retained in the two county area. Currently, there is approximately \$700,000 available to loan.

Bi-State Revolving Loan Fund	RLF Guidelines	RLF Actual
Job/Cost Ratio	1 : \$7,500	2.8 : \$7,500
Private: Public Dollar Ratio	\$2 : \$1	\$13.5 : \$1
Job Creation Retention	1,409	3,904

Donna Moritz, Revolving Loan Fund Program Administrator presented the Commission with information on the Mercer-Muscatine Revolving Loan Fund Program (MMRLF). She stated there have been \$598,000 loaned to businesses in Mercer and Muscatine Counties. These loans have helped generate over \$43 million in total investments. Currently, there is \$333,000 available to loan for Mercer & Muscatine businesses.

See RLF, Page 2

RLF, From Page 2

Henry County's RLF, administered by Lori Merrill, has approximately \$200,000 available to loan to Henry County businesses with very similar requirements. Information for this program can be found on Henry County's website www.henrycty.com.

Ms. Moritz reviewed guidelines and processes for both the BSRLF and MMRLF programs. She stated companies in need of gap financing could find an application and program guidelines at www.bistateonline.org by clicking the RLF Programs link on the left hand side of the home page. They should submit this application to the economic development staff for the community where the business is located or to Bi-State

Mercer-Muscatine Revolving Loan Fund	RLF Guidelines	RLF Actual
Job/Cost Ratio	1 : \$15,500	1.9 : \$15,500
Private: Public Dollar Ratio	\$2 : \$1	\$71 : \$1
Job Creation Retention	39	75

Regional Commission. They need to prove their need for gap financing by providing a letter from their primary project lender/financial institution stating the gap and reason for not fully providing total lending. RLF funds cannot be used when conventional financing is available.

The loan amount is based on number of jobs the business will create or retain in two years. Other criteria reviewed included an owner of 20% or more must provide a personal guarantee, 10% of the total project cost should be funded by owner equity, adherence to federal laws and regulations is required, and the loan will be collateralized with a security agreement, mortgage, and/or UCC filings. Total public funds into a project maximum are 1/3. Once the application satisfies community and RLF staff reviews, the RLF Board determines if the project and loan request is approved.

Loans terms are typically 3 years for working capital, 5 to 7 years for equipment, and 7 to 10 years for real estate/fixed assets. The interest rate is below market with a floor of 75% of prime. Priority is given to manufacturing/industrial projects, then service, and lastly to retail businesses.

Ms. Moritz then reported on the new risk rating system for EDA RLF programs. There are six categories: capital, assets, management, earning, liquidity, and strategic results for a total of 15 measurements. A score is given that affects reporting frequency and could result in a corrective action plan. Bi-State's programs scored an A & B, which was very good with all categories and measurements except liquidity. There is too much cash to lend compared to our counterparts in this EDA region. Bi-State has two years to improve this measurement until a corrective action plan, sequestration, or possible return of grant funds to EDA would be required.

Ms. Moritz requested ideas to market these programs. The Commissioners suggested contacting bankers, credit unions, business brokers, commercial real estate brokers, leasing companies, construction equipment dealers, SBA local representatives, Chambers of Commerce, and Small Business Development Centers. Ms. Moritz and Bi-State Regional Commission Executive Director Denise Bulat stated Bi-State has working relationships with many of these organizations including SCORE and appreciated the suggestions and discussion. Ms. Bulat stated staff would gather email information to provide updated information to all the suggested contacts.

Bi-State Regional Commission Chair Carol Earnhardt suggested Bi-State participate in the Scott County Economic Summit at the Waterfront Convention Center on February 28, 2019. Ms. Bulat stated Congresswomen Cheri Bustos generally has an Illinois Economic Summit in the spring at Augustana College. Staff will plan to market the RLF programs at these events.

Anyone who knows of potential projects in the five county region that will create new jobs and needs public loan assistance to supplement conventional financing should contact a local government's economic development staff or Donna Moritz at (309) 793-6300, ext. 1128.

**BI-STATE REGIONAL COMMISSION
FY 2018-19 Program Budget Status Report
Through Month of September – 25% of Year**

ADOPTED BUDGET:	\$1,966,425.00	EXPLANATION:
EXPENDED THROUGH SEPTEMBER:	\$\$\$453,957.91 (23.1%%)	
STAFF LEVEL BUDGETED:	22.0 F.T.E.	
STAFF LEVEL MAINTAINED:	20.0 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING SEPTEMBER:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning; Aerial Photo Inquiry; Recycling Inquiry.
ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning.
ANDALUSIA – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update.
ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support.
ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Ordinances Research; HCEDP and EZ Participation.
ATKINSON – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Website Support.
BETTENDORF – Air Quality; Drug & Alcohol Consort.; I-74 Bridge Coord.; Transit Planning-Performance Measures Coord.; Joint Purchasing; Haz. Mit. Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; REAP Plan Update; MPO Trans. Coord.; MRCTI; Aerial Photo Coord.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Hazard Mitigation Plan; Website Support; RDA & SCRA Grant Applications.
BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan; IT Study.
CAMBRIDGE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Aerial Photo Coord.
CARBON CLIFF – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.; Aerial Photo Coord.
COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; Utility Map & ESRI Inquiry.
COLONA – HCEDP Participation; Joint Purchasing; Floodplain; Trails and Greenway Planning; GIT and Hennepin Parkway Coord.; MPO Coord.
CORDOVA – RICWMA Staffing; Riverfront Council; Transit Mobility/HSTP Planning.
DAVENPORT – Air Quality Asst.; Transit Planning-Performance Measures Coordination; FTA 5339 Grant Admin.; Joint Purchasing; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Haz. Mit. Plan; Trails Planning; MPO Trans. Coord.; IADOT/City Qtrtry. Mtg.; QCTrails.org; QC TELL; REAP Plan Update; MRCTI; 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.; MRCTI; Aerial Photo Coord.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Haz. Mit. Plan; Trails Planning; MPO Trans. Coord.
FRUITLAND – Reg.9 Transp. Coord.; Solid Waste Coord.; Municipal Code Update.
GALVA – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning.
GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.; Zoning Maps; Aerial Photo Coord.
HAMPTON – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Aerial Photo Coord.
HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan & Mapping/Hennepin Parkway Coord.; MPO Trans. Coord.; Enterprise Zone App.; Zoning & LESA Reviews.
HILLSDALE – Transit Mobility/HSTP Planning.
KEITHSBURG – CDBG Grant Admin.; OSLAD Grant.
KEWANEE – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Joint Purchasing Information.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning and Funding Inquiry; REAP Grant Appl.; Hazard Mitigation Plan; IT Study.
LONG GROVE – Reg. 9 Trans. Coord.; Solid Waste Coord.; Website Support; Hazard Mitigation Plan; IT Study.
MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; Hazard Mitigation Plan; IT Study.
MILAN – E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; RLF Admin.; RMS Coord.; Cons. Dispatch Study Asst.; Comp Plan Update; Trails Planning; Complete Streets; QCTrails.org; Aerial Photo Coord.
MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; MUNICES Coord.; RICWMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Coord. and Complete Streets Planning; MPO Trans. Coord.; QCTrails.org; MRCTI; Aerial Photo Coord.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord.; MRCTI; Aerial Photo Coord.
MUSCATINE COUNTY – Air Quality Asst.; Joint Purch.; Reg. 9 Coord. & STBG Inquiry; Trails Plan Update/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Planning; 2019 Aerial Photo Coord.; MRCTI.
NEW BOSTON – Transit Mobility Coord./HSTP Planning.
NICHOLS – CDBG Wastewater Funding Inquiry.
OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.
ORION – HCEDP and EZ Participation; Website Support; Transit Mobility/HSTP Planning; OSLAD Grant App.
PORT BYRON – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council.; Trails Coord. and Complete Streets; MRCTI.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning & Grant Appl.; Hazard Mitigation Plan; REAP Grant Appl.; Zoning Maps; IT Study.
RAPIDS CITY – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.; OSLAD Grant.
RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; Trails Coord.; Website Support; Haz. Mit. Plan; MRCTI; IT Study.
ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; MUNICES Coord.; Riverfront Cncl.; RICWMA Sfg.; RLF Loan Admin.; RMS Coord.; Trails Coordination; MPO Trans. Coord.; QCTrails.org; Complete Streets Planning; MRCTI; Aerial Photo Coord.
ROCK ISLAND COUNTY – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; QCEPC Committee; MUNICES Coord.; RICWMA Sfg. & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; QC Health Initiative; MPO Trans. Coord.; Forest Preserve Plan Update/Complete Streets, Map Updates; Stationery-Business Cards.; Comp Plan Update Grant Award; Aerial Photo Coord.; OSLAD Grant App.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord.; Federal Aid Swap Policy; Parkview Traffic Analysis; RLF Admin.; Planning; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning + IA/QC Rideshare; Interop. Project; QC Health Initiative; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC EPC Meeting; Zoning Review; 2019 Aerial Photo Coord.; Economic Development Summit.
SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support.
SLVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; RICWMA Sfg.; RMS Coord.; MPO Trans. Coord.; Trails Planning & GIT Coord.; RLF Loan Admin; Mapping Asst.; Aerial Photo Coord.
VIOLA – Transit Mobility/HSTP Planning; Mapping Asst.
WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; Comp Plan Update; Trail Coord.; Hazard Mitigation Plan; IT Study.
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. & Bid Opening.
WOODHULL – HCEDP and EZ Participation; Transit Mobility/HSTP Planning.

Bi-State Report – September

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board and follow-up for the Enterprise Zone application. Began planning economic summits. Attended Iowa Regional Council of Governments meeting and NARC Executive Directors Conference. Data warehouse www.greaterqcregiondata.org website maintenance. Attended community/economic development conference, trainings, and webinars. Began comparing economic development software.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 6 data and map requests including 3 from non-profits and 3 from a local government. The data section of the Bi-State website had 42 page views. The data portal (www.greaterqcregiondata.org) had 23 sessions and 143 page views. Staff assisted with and monitored the 2020 Census, including Participant Statistical Areas Program (PSAP), Local Update of Census Addresses (LUCA), and Hard to Count Areas.

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; Update/Maintain GIS Data for Street Centerlines, Traffic Counts, MPA Boundary, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, zoning, utilities.

www.bistateonline.org: Total pages viewed for September 2018 was 2,274, and top pages viewed included: Joint Purchasing Council/Bid Notices (269); Average Daily Traffic Counts (71); Our Staff (86); Contact Us (41); Quad Cities LRTP (36); Search (64); Careers (52); and Who We Are (40).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Fielded Safe Routes to Schools grant requests. Prepared solar farm zoning reviews. Worked on Rock Island County Forest Preserve Plan, Rock Island County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Finalized Scott County REAP Plan update. Prepared 4 Open Space and Land Acquisition grant applications. Served Rock Island County Waste Management Agency (RICWMA) with oversight and management of waste disposal and recycling programs, drop-off recycling program, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Participated in NW IL Water Supply Study. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Assisted with MRCTI planning. Began development for 2019 alternative energy workshop. Continued multi-jurisdictional hazard mitigation planning. Attended River Action meetings.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: calendar, printer and copier paper, and printer supplies. Staffed Quad Cities Area intergovernmental forums and meetings of managers, administrators, and chief elected officials. Assisted with Rock Island Arsenal issues. Participated in emergency planning and preparedness meetings. Provided follow-up for Scott County smaller community IT study.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting cancellation notice and financial summary report. Continued working with Bettendorf company for application information. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Prepared annual Economic Development Administration Revolving Loan Fund report. Provided information to potential applicants. Worked with Aledo, Muscatine City and County, West Liberty, and Wilton to identify potential projects for gap financing.

TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT: Attended related meetings, presented information, and continued staff coordination of river crossing issues. Served transportation inquiries on projects, funding, and rail crossings. Held interdisciplinary traffic safety meeting. Monitored bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Organized extreme weather durability and resiliency assessment pilot. Started developing RFQs for Illinois 92 corridor and QC Mississippi River Rail Bridges ILSPR grants. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings, as well as other trails planning and grant assistance. Facilitated QCTrails.org and QC Rideshare sites maintenance. Conducted trails counter technical assistance. Facilitated issues related to Bi-State Regional Trails Committee. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program, and continued to facilitate vendor contracting. Monitored MPO and Iowa Region 9 FY19 Transportation Planning Work Programs. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2019-22 Transportation Improvement Programs (TIP), including facilitating TIP revisions, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Continued model development coordination, including beginning to address parcel data needs. Addressed performance measures requirements. Started developing 2050 travel demand model network and input data. Held transit coordination meeting. Administered Illinois Region 2 transit HSTP coordinator position. Administered Federal Transit Administration (FTA) 5339 grant. Presented Title VI update. Monitored status of implementation of passenger rail service to Chicago. Participated in webinars, workshops, and conferences on various transportation topics related to resiliency, walking, and bicycles.