

Minutes of the
BI-STATE REGIONAL COMMISSION
FINANCE & PERSONNEL COMMITTEE WITH
EXECUTIVE COMMITTEE REPRESENTATION

Friday, May 6, 2016 – 8:00 a.m.
Bi-State Regional Commission
Third Floor Conference Room 320
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Chair – Austin, Gordon, Howard, Maranda, O’Boyle, Raes

MEMBERS ABSENT: Hillman, Sherwin, Stoermer

OTHERS PRESENT: Broderson, Earnhardt, Klipsch, Thodos

STAFF PRESENT: Bulat, Moritz

1. Approval of the Minutes of the December 14, 2015 Meeting. Mr. Maranda moved approval of the minutes of the December 14, 2015 Finance and Personnel Committee meeting as written and mailed. Mr. Gordon seconded the motion, and it passed unanimously.

2. Consideration and Approval of Contract with the City of Keithsburg and related Subcontract with Western Illinois Regional Council to jointly administer IKE-Related Grants. Ms. Bulat explained the need for a quick response to the City of Keithsburg to jointly administer their IKE-related grants. The project was previously being administered by another organization that didn’t finish the work. The city could lose access to these grants if they don’t find an administrator replacement. Bi-State would administer in partnership with our counterpart Western Illinois Regional Council to utilize their programmatic experience in the these type of projects, and we would administer the fiscal components of the grant, which would be beneficial to both organizations.

Ms. Bulat requested consideration of a contract with the City of Keithsburg and a subcontract with Western Illinois Regional Council to administer an IKE disaster grant. The contract will be up to \$300,000 to be billed for actual costs, to begin upon execution of contracts with completion by December 2017.

After considerable discussion, Mayor Raes moved approval of the contract as presented above. Mr. Maranda seconded the motion, and it passed unanimously.

3. Presentation of Proposed FY 2017 Commission Planning Budget. Ms. Bulat explained the budget was presented today to lay on the table until next month’s meeting. Next month the Committee will consider recommending the budget to the Full Commission to lay on the table until June for their approval. She noted the budget was prepared by staff over the last few months. She stated

revenue decreased \$43,000 (2.1%) from the estimated FY 2016 Budget and is primarily attributable to the Rural Jobs Accelerator Grants ending. Ms. Bulat said expenditures include continuation of the merit performance review and compensation program at an average of 2% (\$24,790) with a 2% (\$25,287) across the board wage adjustment. Ms. Bulat stated the member governments surveyed averaged across the board wage adjustments of 2 to 2 ½ percent.

Ms. Bulat reviewed the member government dues page 11, stating there is there is no increase recommended in membership dues budgeted due to the fiscal constraints of our member governments. She also noted of the \$392,000 of dues, \$227,000 is being used for matching federal and state grants; the remaining dollars are used for regional programs and direct technical services. Ms. Bulat reviewed the line item budget noting the explanations of changes in the right hand column.

Ms. Bulat stated staff will send the line item and membership dues pages to all member governments to allow them time to give input to staff and the Finance Committee prior to their next meeting.

Mayor Raes moved recommending the FY 17 Commission Planning Budget as presented to the full Commission. Mr. Maranda seconded the motion, and it passed unanimously. The committee will meet if there are any substantial changes to the budget prior to the next Commission meeting.

4. Other Business. There was no other business.
5. Adjournment. The meeting adjourned at 8:55 a.m.