

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

Wednesday, November 16, 2005, 3:30 P.M.  
Scott County Administration Building  
Sixth Floor Conference Room  
428 Western Avenue  
Davenport, Iowa

MEMBERS PRESENT: Minard - Vice Chair, Adams, Austin, Bohnsack, Burns, Dean, Harris, Heninger, Hillman, Lawrence, Lohse, Malvik, McDaniel, Nicholson, Oberhaus, O'Brien, Ripperger, Sherwin, Spring, Sunderbruch, Tank, Thodos, Volz, Welvaert, Wilson

MEMBERS ABSENT: Adamson, Becker, Brooke, Freemire, Howard, McGivern, Rangel, Rockwell, Schwiebert, Washburn, Wilkinson

STAFF PRESENT: Bulat, Connors, Doonan, English, McCullough, Miller, Moritz, Schmedding

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

1. Approval of the October 26, 2005 Minutes. Mayor Welvaert moved approval of the minutes of the October 26, 2005 meeting, as written and mailed. Mayor Thodos seconded the motion, and the motion passed unanimously.
2. Treasurer's Report. Mr. Harris presented the Treasurer's Report for the month ending October 31, 2005, noting an ending total bank and book balance of \$874,610.23. Mr. Harris moved the report be accepted as written and mailed. Mayor Welvaert seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mr. Malvik presented the bills totaling \$683,711.71, as listed on the following addendum and bills listing dated November 16, 2005:

Addendum

Bancard, VISA, charge card expenses related to one staff attending the Illinois Counties Solid Waste Management Association Annual Conference; two Managers & Administrators meetings (cost reimbursed by participants); one staff attending the 2005 RCMS Financial User's Group seminar; two staff attending the 2005 Illinois Department of Transportation Fall Planning Conference; one staff attending the Community Oriented Policing Services Conference; Chief Elected Officials meeting (cost reimbursed by participants); Transportation Policy Committee meeting (cost reimbursed by participants); three staff attending the Iowa Association of Regional Councils 2005 Staff Retreat \$2,728.59

City of Bettendorf, joint auction proceeds	13,692.70
City of Rock Island, joint auction proceeds (\$6,275.69), fuel charges (\$66.30), American Discovery Trail project costs (\$242,223.37), and the Municipal Code Enforcement System proceeds (\$50,715.91)	299,281.27
CTA Communications, Inc., progress billing for study of dispatch services and record keeping consolidation	20,494.00
City of East Moline, joint auction proceeds	4,546.47
Village of Milan, joint auction proceeds	515.87
City of Moline, joint auction proceeds (\$11,906.77) and the Municipal Code Enforcement System proceeds (\$5,000.26)	16,907.03
Rock Island Parks and Recreation, joint auction proceeds	6,995.35
Rock Island County, joint auction proceeds	2,298.81
Scott County, joint auction proceeds	816.01
City of Silvis, joint auction proceeds	920.03
Thomas A. Skorepa, P. C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	1,507.50
Disbursement of funds for the following Revolving Loan Program Loans:	
TMT Manufacturing Company	91,420.00
Series 1 of LPV Enterprises, L.L.C.	200,000.00

Bills List

Clear Channel, advertising for "Hands-Free Commuting" for ICAAP Transit Marketing Program	\$ 3,504.00
Louise A. Kerr, Treasurer	6,143.47
12/05 Rent	\$4,165.96
12/05 Internet Access	88.00
10/05 Printing	455.18
10/05 Supplies	208.80
10/05 Postage	1,225.53
McGladrey & Pullen, final billing for FY 2005 audit services	3,500.00
Moline Dispatch Publishing Company, L.L.C., advertising for "Hands-Free Commuting" for ICAAP Transit	3,143.25
The Seeger Map Co., Inc., printing of Quad Cities Wall maps	5,297.36

Mr. Malvik moved approval of the bills totaling \$683,711.71, as presented above. Mr. Bohnsack seconded the motion, and the motion passed unanimously.

- b. Report on Progress on Commission's FY 2006 Program Budget as of October 31, 2005. Mr. Malvik explained the Program Budget Status Report was included in the agenda packet. The Commission is 33.3% through the fiscal year with 31.2% expended and within budget.
- c. Consideration of Recommended Revised FY 2006 Commission Planning Budget. Ms. Bulat reported the Finance and Personnel Committee reviewed and recommended the proposed revised FY 2006 Commission budget.

Mr. Malvik moved approval of the Revised Recommended FY2006 Commission Planning Budget, as presented. Ms. Sherwin seconded the motion, and the motion passed unanimously.

- d. Consideration of a Recommendation to Accept the Financial and Compliance Report for Year Ended June 30, 2005. Mr. Malvik stated the Finance and Personnel Committee received a detailed audit presentation and are recommending approval of the audit report. The Commission once again received the highest audit opinion, a “Clean Audit”, with no findings or questioned costs. Sarah Bohnsack, McGladrey & Pullen, answered questions regarding revenue and expenditure changes.

Mr. Malvik made a motion to accept the Financial and Compliance Report for the year ended June 30, 2005. Mr. Wilson seconded the motion and the motion passed unanimously.

- e. Consideration to Renew Executive Director’s Annual Employment Agreement. Mr. Malvik reported evaluation forms were sent to Commissioners and member government officials, with Ms. Bulat receiving high marks by those who responded. Mr. Malvik stated the Finance and Personnel Committee recommended the Executive Directors employment contract be renewed for the year November 1, 2005 –November 1, 2006, with a 2.75% merit increase. In addition, Ms. Bulat's car allowance was recommended to be increased from \$350.00 to \$380.00, per month. Mayor Thodos seconded the motion, and the motion passed unanimously.

4. Consideration of the Following Contract. Ms. Bulat reviewed the following item, which requires Commission approval:

- Contract with the City of Davenport for Hazard Mitigation Planning. The contract is in the amount of \$14,280 and covers the period November 17, 2005 – March 12, 2007.

Ms. Ripperger moved approval of the contract, as presented above. Ms. Sherwin seconded the motion, and the motion passed unanimously.

5. Report on Contracts Approved by the Executive Director. Ms. Bulat reported the following contract under the \$7,500 limit, for which no approval is required by the Commission:

- Contract with the City of Aledo for an Income Survey. The contract is in the amount of \$2,901 and covers the period October 1, 2005 – January 31, 2006.

6. Status of 2035 Quad Cities Long Range Plan – Transit Component. Marianne Doonan, Senior Planner, presented the Commission with an overview of the draft Public Transit Network component of the 2035 Long Range Transportation Plan. Public Transit was introduced as providing a vital link in the overall transportation network. The four transit systems operating in the Quad Cities area were described. The systems operating in the Quad Cities urban planning area include Bettendorf Transit, Davenport CitiBus, River Bend Transit, and Rock Island County Metropolitan Mass Transit District (RICMMDT)

MetroLINK. Ms. Doonan used a map of households without an automobile to show where public transit is most needed as a transportation alternative.

Annual ridership for the combined three fixed-route systems has been about four million rides annually since 1999. River Bend Transit was not included in the ridership and projection analysis because of differences in service and rural area covered, but reports providing 190,000 rides annually. Ms. Doonan described the methodology examined to project future ridership. The preferred method is to project the yearly average increase for the combined fixed-route systems from 1995 to 2004. At this simple 2.2% increase annually, ridership is projected to reach 6.6 million per year by 2035, as shown in the bar graph. The transit systems, both together and separately, have undertaken a list of planning and marketing activities since 2001 to improve operating efficiencies and ridership. These activities and recent trends of higher gas prices and an aging population may have an effect on future ridership that cannot be documented at this time. Possible route changes and expansions are under consideration to address future growth.

Ms. Gena McCullough, Planning Director, reported on Quad City Transit Marketing Goals for Air Quality and Emission Reductions. The Iowa Clean Air Attainment Program (ICAAP) funds supported a multi-media coordinated transit marketing program in 2005. A web gateway [www.qctransit.com](http://www.qctransit.com) was launched in May 2005, using “Hands-Free Commuting” as the tag to encourage commuters to try public transit and use a one-stop web page. Other media included TV and radio spots, newspaper tab, news ads/releases and cable access promos. MetroLINK reported an increase in riders this year of 20%, while Bettendorf Transit and Davenport CitiBus have noted an increase of roughly 14%, respectively. Although there are a number of factors that may contribute to this rise, marketing appears to be one factor to raise the awareness and influence bus usage. A post-campaign public opinion survey in November may offer added insights to determine awareness of the marketing effort.

7. Report on Twelfth Annual Joint Auction. Lisa English, Planner, reported the twelfth annual Bi-State Auction was held Saturday, September 24, 2005, at the Rock Island County Fairgrounds. There were a total of ten participants: Bettendorf and Scott County, Iowa; Carbon Cliff, East Moline, Geneseo, Milan, Moline, Rock Island, Silvis and Rock Island County, Illinois.

Bi-State had another successful auction this year, with a 37% increase in gross proceeds compared to last year. The auction included: a total of 22 vehicles - including a LaFrance fire truck; 22 machinery items and grounds equipment; and over 900 other miscellaneous surplus goods. Expenses amounted to just over 4% of the total gross revenue compared to 6% last year.

2004 Final Costs/Proceeds	
Total Gross	41,357.50
Auctioneer Fee (10%)	4,135.75
Total Expenses	2,515.82
<b>Total Net</b>	<b>34,705.93</b>

2005 Final Costs/Proceeds	
Total Gross	56,870.00
Auctioneer Fee (10%)	5,687.00
Total Expenses	2,691.33
<b>Total Net</b>	<b>48,491.67</b>

Ms. Bulat stated Bi-State staff would research the ability to use the internet to auction items, as suggested by the Finance and Personnel Committee.

8. Questions and Comments by Commissioners. There were no questions or comments.
9. Other Business. There was no other business.
10. Adjournment. The meeting adjourned at 4:20 p.m.

Respectfully submitted,

John Oberhaus  
Secretary