

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

Wednesday, May 24, 2006, 3:30 P.M.
Scott County Administration Building
Sixth Floor Conference Room
428 Western Avenue
Davenport, Iowa

MEMBERS PRESENT: O'Brien – Chair, Adams, Becker, Bohnsack, Burns, Dean, Freemire, Gallin, Lawrence, Malvik, McDaniel, Minard, Oberhaus, Ripperger, Schwiebert, Sherwin, Spring, Thodos, Volz, Washburn, Welvaert

MEMBERS ABSENT: Austin, Dumas, Frink, Harris, Heninger, Hillman, Nicholson, Rangel, Rockwell, Sunderbruch, Tank, Wilkinson, Williams, Wilson, Winborn

OTHERS PRESENT: Tim Frye, Rock Island Arsenal Development Group; Lee Celske, City of Aledo

STAFF PRESENT: Bulat, Connors, McCullough, Miller, Moritz, Patel

Chair O'Brien called the meeting to order at 3:33 p.m.

1. Approval of the April 26, 2006 Minutes. Mayor Burns moved approval of the minutes of the April 26, 2006 meeting, as written and mailed. Ms. Dean seconded the motion and the motion passed unanimously.
2. Treasurer's Report. Ms. Connors presented the Treasurer's Report for the month ending April 30, 2006, noting an ending total bank and book balance of \$591,211.66. Mr. Adams moved the report be accepted as written and mailed. Ms. Sherwin seconded the motion and the motion passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Malvik presented the bills totaling \$82,454.06, as listed on the following addendum and bills listing dated May 24, 2006:

Addendum

Bancard, VISA, charge card expenses related to one staff attending the 3,554.49
FY 2006 Triennial Review Workshop; two staff attending the Midwest
Transportation Planning Conference; Managers/Administrators Advisory
Committee meeting (cost reimbursed by participants); one staff attending
the Rural Transit Assistance Center Conference; one staff attending the
OSD/Military Service/Community Conference; Chief Elected Officials

meeting (cost reimbursed by participants); one staff attending the Economic Development Peer Learning Conference.	
Graves Environmental, asbestos inspection for the flood recovery acquisition program	1,625.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost Reimbursed by MUNICES)	4,460.00
Disbursement of funds for the following Revolving Loan Program Loans: Gordon Enterprises, Ltd.	30,000.00

Bills List

CTA Communications, Inc., progress billing for Iowa Quad City study of dispatch services and record keeping consolidation	7,172.90
Louise A. Kerr, Treasurer	5,641.50
06/06 Rent \$4,165.96	
06/06 Internet Access 88.00	
04/06 Printing 263.46	
04/06 Supplies 278.63	
04/06 Postage 845.45	
Spotts, Stevens and McCoy, Inc., progress billing for Illinois Quad Cities Communication Technology Strategic Planning Effort and Assessment	16,000.00
URS Corporation, progress billing for IAQC Transit Alternatives Analysis costs	14,000.17

Mr. Malvik moved approval of the bills totaling \$82,454.06, as presented above.
 Ms. Ripperger seconded the motion, and the motion passed unanimously.

- b. Report on Progress on Commission's FY 2006 Program Budget as of April 30, 2006.
 Mr. Malvik explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 83.3% through the fiscal year with 79.3% 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. She asked if anyone had any questions regarding the changes in the right hand column of the line item budget. There were no questions.

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

- d. Presentation of Recommended FY 2007 Commission Planning Budget. Ms. Bulat reviewed the draft FY 2007 Budget, as recommended by the Finance and Personnel Committee. The proposed budget will lay on the table until consideration by the

Commission at its June 28th meeting. Ms. Bulat reported revenues for FY 2007 are projected to be up \$97,000 (6.4%) from the current year, primarily attributable to funding from the Iowa Quad Cities for a dedicated Transit Planner and additional funding through the new transportation act. Membership dues for local governments are proposed to increase 3% overall, although the effect on members dues will not occur until their next budget cycle. This represents a reasonable effort to sustain steady growth in the local support base while recognizing fiscal constraints of our members. A cost of living adjustment of 2% is recommended, as well as continuation of the merit performance review program, which the projected average is 2%. In the 38-year history of Bi-State funding, federal/state funding has gone from over 76% to 48% of the total budget. Membership dues make up 22% of revenues and contractual revenue provides 19%. Ms. Bulat also reported that, as part of the budget, the top end of salary ranges for Grades 8 and above are recommended to increase 7.4 percent to allow for staff growth. The proposed range reflects those found in like organizations in Iowa and Illinois.

- e. Consideration of Recommended Affirmative Action Analysis and Plan. Ms. Connors reviewed the annual Bi-State Affirmative Action Plan. She explained that this document provides information on employment practices during FY 2005 and an Action Oriented Program for FY 2007. Employment practices were analyzed in relation to hires, promotions, terminations, compensation and benefits, and workforce utilization. While no underutilization was declared for FY 2005, Bi-State's efforts will continue to be directed towards recruiting more minority applicants for our applicant pool. The Action Oriented Program for FY 2007 provides for continued support of equal opportunity and affirmative action, and continued aggressive recruitment of protected status applicants when positions are open.

Mayor Thodos moved for the Affirmative Action Analysis and Plan to be approved as presented. Ms. Dean seconded the motion, and the motion passed unanimously.

4. Update on Response to Base Realignment and Closure. Mr. Tim Frye, of the Rock Island Arsenal Development Group, presented information on the Department of Defense Realignment and Closure (BRAC) status since the last Commission update in May 2005. The organizational impacts of BRAC to the Rock Island Arsenal include a net loss of 1,400 civilians and a net gain of 240 military personnel. The majority of the civilian loss is from relocating the Tank-Automotive and Armaments Command (TACOM) and the Defense Finance and Accounting Service (DFAS). The majority of gain in military personnel involves the move of the 1st Army Headquarters from Fort Gillem, Georgia to the Rock Island Arsenal. The timeline for incoming and outgoing activities is from FY 2008 to FY 2011. In the meantime, new cost estimates to implement BRAC throughout the nation are being developed. The original estimate was \$3 billion and the cost is now estimated at \$7 billion. Ongoing activities to address BRAC impacts include a workforce assessment of dislocated workers funded through a Department of Labor grant and economic adjustment activities. The Arsenal is also looking at organizational opportunities such as a Joint Munitions Command and an Army Sustainment Command.

5. Questions and Comments by Commissioners. There were no questions or comments by Commissioners.
6. Other Business. Ms. Bulat noted that information on the Kewanee Municipal Airport was being provided to Commissioner's. She stated that this airport and the others reported to the Commissioner's at last months meeting assist in keeping corporate interest in our region.

Consideration of the following Grant over \$7,500 which came up after the Agenda was mailed and requires Commission approval:

- Grant with the Illinois Department of Transportation for use with training and technical support from Independent Transportation Network and use of proprietary software. The grant is in the amount of \$25,000 with match provided by the State of Illinois and covers the period July 1, 2006 through June 30, 2007.

Mr. Adams moved approval of the grant, as presented above. Mayor Freemire seconded the motion and the motion passed unanimously.

7. Adjournment. The meeting adjourned at 4:32 p.m.

Respectfully submitted,

Tom Nicholson
Secretary