

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

Wednesday, May 23, 2007, 3:30 P.M.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: O'Brien – Chair, Bohnsack, Breecher, Celske, Dean, Eccher, Freemire, Gallin, Harris, Heninger, Kelly, Lawrence, Lohse, Malvik, Minard, Rangel, Ripperger, Rockwell, Schwiebert, Spring, Sunderbruch, Tank, Thodos, Volz, Washburn, Welvaert

MEMBERS ABSENT: Austin, Becker, Brooke, Dumas, Hillman, Sherwin, Tossell, Wilkinson, Wilson, Winborn

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

Chair O'Brien called the meeting to order at 3:33 p.m. Chair O'Brien introduced a new Commissioner, Mr. Kent Breecher, who was appointed Moline's representative.

1. Approval of the April 25, 2007 Minutes. Ms. Dean moved approval of the minutes of the April 25, 2007 meeting as written and mailed. Ms. Ripperger seconded the motion, and the motion passed unanimously.
2. Treasurer's Report. Mayor Freemire presented the Treasurer's Report for the month ending April 30, 2007, noting an ending total bank and book balance of \$340,953.27. Mayor Freemire moved the report be accepted as written and mailed. Mayor Thodos seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Malvik presented the bills totaling \$32,992.16, as listed on the following addendum and bills listing dated May 23, 2007:

Addendum

Bancard Center, VISA charge card expenses related to one staff attending the 2007 Governor's Highway Traffic Safety conference; one staff attending the Industry Clusters in Economic Development conference; Chief Elected Officials meeting (cost reimbursed by participants); Managers & Administrators meeting (cost reimbursed by participants)	\$ 630.69
Best Buy, staff computer purchase on Bi-State's computer purchase program (cost to be reimbursed by staff member)	1,209.07
C.J. Duffey, office supplies	588.84

Eastern Iowa Community College District, Rock island County NEG (National Emergency Grant) administration and programs expense	4,572.11
Rock island Tri-County Consortium, Rock Island County NEG (National Emergency Grant) administration and programs expense	3,522.38
RK Dixon, maintenance service on network, copier, and color printer	623.85
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	1,485.00

Bills List

GeoComm, Inc., communication consulting	14,148.00
Louise A. Kerr, Treasurer	5,381.23
6/07 Rent \$4,165.96	
6/07 Internet Access 88.00	
4/07 Postage 628.88	
4/07 Printing 237.76	
4/07 Supplies 260.63	
Zones, Adobe Creative Suite 3 Design upgrades and supplies	830.99

Mr. Malvik moved approval of the bills totaling \$32,992.16 as presented above.
 Mr. Rockwell seconded the motion, and the motion passed unanimously.

b. Report on Progress on Commission’s FY 2007 Program Budget as of April 30, 2007.

Mr. Malvik explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 83.3% through the fiscal year with 77.1% expended and within budget.

c. Consideration of recommended revised FY 2007 Commission Planning Budget. Ms. Bulat reported the Finance and Personnel Committee reviewed and recommended the proposed revised FY 2007 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. Malvik moved approval of the Revised Recommended FY2007 Commission Planning Budget, as presented. Mr. Bohnsack seconded the motion, and the motion passed unanimously.

d. Presentation of Recommended FY 2008 Commission Planning Budget. Ms. Bulat reviewed the draft FY 2008 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 27th meeting. She reported revenues for FY 2008 are projected to be up \$14,000 (1%) from the current year, primarily attributable to new Illinois Regional Transit Planning funds less Gangs Task Force support funds.

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.

A cost of living adjustment of 2% is recommended, as well as continuation of the merit performance review program, which the projected average is 2.5%. In the 40-year history of Bi-State funding, federal/state funding has gone from over 76% to 55% of the total

budget. Membership dues now make up 22% of revenues and contractual revenue provides 18%.

The Bi-State Member Survey was conducted in February 2007, prior to development of the budget document. The survey continues to identify economic development efforts as the top need by the majority of members. Ms. Bulat noted that while housing improvements are a secondary need for many members, staff no longer administers housing programs due to the lack of funding available to cover administrative costs.

- 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 2006 and an Action Oriented Program for FY 2008. Employment practices were analyzed in relation to hires, promotions, terminations, compensation and benefits, and workforce utilization. While no underutilization was declared for FY 2006, Bi-State's efforts will continue to be directed towards recruiting more minority applicants for our applicant pool. The Action Oriented Program for FY 2008 provides for continued support of equal opportunity and affirmative action, and continued aggressive recruitment of protected status applicants when positions are open.

Mr. Malvik moved for the Affirmative Action Analysis and Plan to be approved as presented. Mayor Welvaert seconded the motion, and the motion passed unanimously.

- f. Consideration of the purchase of Economic Development Software. Ms. Bulat requested approval of the purchase of Strategic Advantage software and data package in the amount of \$40,000. This integrated economic, workforce, and academic analysis/modeling with data software will be purchased with National Emergency Grant funds. The software and data are to be used as part of the strategic mitigation of job loss at the Rock Island Arsenal. The NEG Steering Committee previously authorized the bid process and approves of the purchase of the staff recommended software and data.

Ms. Kelly moved for approval to purchase the Economic Development Software as presented. Mayor Celske seconded the motion, and the motion passed unanimously.

4. Consideration of the following Contracts/Grant Application and Resolution. Ms. Bulat requested approval of the following contract over \$7,500 that requires Commission approval:

- Grant application and resolution to the Economic Development Administration for continuation of the Commission's economic development activities. The grant is in the amount of \$51,628 to be matched by \$51,628 in Commission local funds, and covers the period July 1, 2007 through June 30, 2008.
- Contract with the Village of Port Byron for development of a comprehensive plan. The contract is in the amount of \$15,203 and covers the period May 1, 2007 through September 30, 2008.

- Extension of the contract with Trinity Work Fitness to provide drug/alcohol testing services for an additional year through December 31, 2010. Consortium members pay per drug test in the amount of \$40.80 and per breath alcohol test in the amount of \$32.55.
- Contract with a video production firm, selected through a competitive process by the National Emergency Grant (NEG) Steering Committee to produce a video that will identify workforce opportunities for displaced BRAC workers as well as the 400 families from 1st Army that will be relocating to the Rock Island Arsenal (RIA) as a result of the BRAC realignment. It is also anticipated that new military operations at RIA will attract support businesses that will use the video as part of their evaluation for locating to the area. The contract will be in an amount up to \$45,000 to be funded through the NEG grant. The project will begin no later than June 30, 2007 and be completed by August 31, 2007.

Mr. Rockwell moved the Bi-State Regional Commission approve the contracts/grant application and resolution as described above. Mayor Schwiebert seconded the motion, and the motion passed unanimously.

5. Report on Air Quality Status. Ms. McCullough reported that on May 1, 2007, state agencies nationwide began monitoring for ground level ozone, an unhealthy air pollutant often called smog. Locally, the Quad Cities Air Quality Task Force strives to keep apprised of air pollution, particularly ozone, and to inform local officials, businesses, and the general public of potential voluntary emission reduction measures.

Ms. McCullough noted that voluntary emission reductions measures include: purchase of cleaner vehicles and fuel, accelerated replacement of small spark engines that now offer emission controls, decreased engine idling, taking transit or bicycles on short trips, walking instead of driving, and using greener products with less evaporative fumes.

Carpooling, using transit, walking or bicycling — just one day a week for a year — can save a typical commuter 1,200 miles on their vehicle and \$455 in total driving costs. Ms. McCullough stated that the savings can accumulate, particularly with the current fuel prices.

Ms. McCullough reported that the current threshold for ozone is 85 parts per billion (ppb) with the Quad City Area three-year average (2004-2006) being 68 ppb, roughly 80% of the standard. Five years ago the area was 93% of the standard for ozone. This means improvements have been made in air quality. This is attributed to national regulations on reducing emissions from small spark engines (lawnmowers, leafblowers, chainsaws, etc.), coal-fired power plants, and cleaner diesel fuels.

USEPA has already lowered the threshold for fine particulates and is reviewing standards for ozone. Proposed revised ozone standards are expected to be released in late June, which would strengthen/lower the threshold.

Ms. McCullough stated that strengthened standards may have an impact on whether many of the areas of the country, including the Quad City Area, would be classified as in attainment of

the standards or not. Nonattainment can have significant impacts on road construction and economic development. A follow-up presentation will be made when information becomes available on the status of the ozone standard review.

6. Questions and Comments by Commissioners. There were no questions or comments by Commissioners.
7. Other Business. There was no other business.
8. Adjournment. The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Tom Nicholson
Secretary