

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

Wednesday, April 23, 2008, 3:30 P.M.  
Scott County Administration Building  
600 West Fourth Street  
Davenport, Iowa

MEMBERS PRESENT: Welvaert – Chair, Austin, Barnes, Bohnsack, Breecher, Dean, Freemire, Furlong, Gallin, Gluba, Goodwin, Heninger, Hillman, Lawrence, Lohse, Malvik, McDaniel, Meeker, Minard, Nicholson, O’Brien, Ripperger, Sherwin, Sunderbruch, Tank, Thodos, Volz

MEMBERS ABSENT: Becker, Brown, Harris, Rangel, Rockwell, Schwiebert, Tossell, Washburn, Wilkinson

OTHERS PRESENT: Mark Bechtel, Federal Transit Administration; Lee Celske, Mayor, City of Aledo; John Donovan, Federal Highway Administration – Illinois Division; Bill Fallen, Muscatine County Economic Development; Tracy Troutner, Federal Highway Administration – Iowa Division

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

Chair Welvaert called the meeting to order at 3:32 p.m.

1. Approval of the March 26, 2008 Minutes. Mr. Bohnsack moved to approve the minutes of the March 26, 2008 meeting as written and mailed. Ms. Dean seconded the motion, and the motion passed unanimously.
2. Treasurer’s Report. Ms. Ripperger presented the Treasurer’s Report for the month ending March 31, 2008, noting an ending total bank and book balance of \$579,776.83. Mayor O’Brien moved the report be accepted as written and mailed. Mr. Volz seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mr. Malvik presented the bills totaling \$11,786.29, as listed on the following addendum and bills listing dated April 23, 2008:

Addendum

Bancard Center, VISA charge card expenses related 2 staff attending the Illinois Geographic Information Systems Spring Conference; 1 staff attending the 2008 Consolidated Vehicle Procurement application; 1 staff attending the 2008 Illinois Institute for Rural Affairs Spring Conference; 1 staff attending the 2008 Regional Economic Development Conference; Chief Elected & Administrative Officers meeting (cost reimbursed by participants); Transportation Policy Committee meeting (cost reimbursed	\$ 1,297.07
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by participants); Quad City Riverfront Council meeting (cost reimbursed by participants).

Bills List

Louise A. Kerr, Treasure			5,931.86
05/08	Rent	\$4,165.96	
05/08	Internet Access	88.00	
03/08	Postage	1,509.16	
03/08	Supplies	168.74	
Office Depot, office supplies			958.74
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)			2,117.50
Correction –			
Louise A. Kerr Treasurer, (previously listed as \$5,931.86), additional invoice – printing (\$1,481.12)			7,412.98

Mr. Malvik moved approval of the bills totaling \$11,786.29 as presented above.

Ms. Dean seconded the motion, and the motion passed unanimously.

b. Report on Progress on Commission's FY 2008 Program Budget as of March 31, 2008.

Mr. Malvik explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 75.0% through the fiscal year with 74.4% expended and within budget.

4. Report on Contracts Approved by the Executive Director. Ms. Bulat reported on the following contracts that were approved by the Executive Director and require no action because they were under \$7,500.

- Contract with the Village of Windsor for a CDAP Application. The contract is in the amount of \$1,550 and covers the period 04/10/08 – 05/15/08.
- Contract with the Village of Carbon Cliff for a Code Update. The contract is in the amount of \$2,740 and covers the period 04/01/08 – 06/30/09.

Ms. Bulat requested approval of the following contract over \$7,500 that requires Commission approval:

- Contract with the National Development Council to conduct the Economic Development Finance Professional (EDFP) certification program. The contract is in an amount not to exceed \$110,000 and costs will be provided by participants and donations. The training is to be completed by June 30, 2009.

Mr. Bohnsack moved the Bi-State Regional Commission approve the contract as described above. Mayor Barnes seconded the motion, and the motion passed unanimously.

5. Comprehensive Economic Development Strategy Update. Mr. Hunt, Bi-State Regional Commission Senior Planner, provided a report on the update of the Comprehensive Economic

Development Strategy (CEDS) for the Bi-State Region. Bi-State staff is working to fully update the CEDS by June 30, 2008 when it will be submitted to the federal Economic Development Administration (EDA). The document must be updated annually for Bi-State to receive grant funding from EDA. Annually Bi-State receives approximately \$52,000 from EDA, and these funds are equally matched by the membership dues paid to the Commission by local governments.

The EDA funds and required local match are used to provide planning and technical assistance to local governments in areas related to economic development. Starting in fiscal year 2009, Bi-State will be awarded three years of funding under the EDA program for a total EDA investment around \$156,000 over the period. Bi-State will still be required to annually update the CEDS during the three-year period.

Mr. Hunt stated that the CEDS serves the Region as a planning document and tool for communicating economic development conditions and needs to federal and state agencies. The document consists of three core elements: 1) the goals section, 2) data section, and 3) list of economic development projects. Bi-State's work in updating these elements is being overseen by a steering committee made up of private sector representatives and representatives from local governments.

For 2008 the steering committee has decided to develop a more focused goals and strategy section. Additionally, all governments are being asked to rank their lists of proposed economic development projects. During the May 28<sup>th</sup> monthly meeting, Commissioners will be asked to review the goals and project list sections of the document. That meeting of the Commission will also include a period for public comment on the CEDS. At their June 25<sup>th</sup> meeting, Commissioners will be asked to approve the 2008 CEDS document and the regional agreement for cooperative economic development.

6. Transportation Planning Certification Review. Ms. Gena McCullough, Planning Director, reported that Bi-State Regional Commission hosted a team of federal and state officials as part of a mandated federal transportation planning certification review process April 22-24, 2008. The last review occurred in 2004. Mark Bechtel, Federal Transit Administration, John Donovan, Federal Highway Administration – Illinois Division, and Tracy Troutner, Federal Highway Administration – Iowa Division presented an overview and requested comments on the urban transportation planning process and/or comments in general on the transportation system.

Major elements in the certification review included organization and management of the planning process, short and long range transportation planning, planning related to air quality, human services transportation coordination, congestion mitigation, outreach to persons traditionally underserved by transportation systems, and public involvement.

Comments from Commissioners included statements of local support for the I-74 Mississippi River Crossing Corridor and Amtrak service from Chicago to the Quad Cities, support for improvements on the Upper Mississippi River as outlined by the navigation study, and questions related to the next transportation reauthorization, funding the transportation trust fund, and alternative funding mechanisms, such as toll roads.

7. Questions and Comments by Commissioners. There were no questions or comments by Commissioners.
8. Other Business. Ms. Bulat notified Commissioners that there will be public meetings regarding Air Quality on April 29<sup>th</sup> at the Scott County Administration Center and on April 30<sup>th</sup> at the Muscatine Environmental Education Center.
9. Adjournment. The meeting adjourned at 4:07 p.m.

Respectfully submitted,

Larry Minard  
Secretary