

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

Wednesday, August 27, 2008, 3:30 P.M.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Freemire – Vice Chair, Austin, Barnes, Becker, Breecher, Dean, Eccher, Furlong, Gallin, Heninger, Hillman, Lawrence, McDaniel, Meeker, Minard, O’Brien, Ripperger, Schwiebert, Sherwin, Sunderbruch, Tank, Thodos, Volz, Wilkinson

MEMBERS ABSENT: Bohnsack, Brown, Gluba, Goodwin, Harris, Malvik, Rangel, Rockwell, Tossell, Washburn, Welvaert, Williams

STAFF PRESENT: Bulat, Connors, Miller, Milliron, Moritz, Schmedding, Waterman

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

1. Approval of the July 23, 2008 Minutes. Mr. Austin moved approval of the minutes of the July 23, 2008 meeting as presented. Mayor Thodos seconded the motion, and the motion passed unanimously.
2. Treasurer's Report. Ms. Ripperger presented the Treasurer's Report for the month ending July 31, 2008, noting an ending total bank and book balance of \$681,062.50. Ms. Ripperger moved the report be accepted as written and mailed. Ms. Dean seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Ms. Hillman presented the bills totaling \$186,532.60, as listed on the following addendum and bills listing dated August 27, 2008:

Bills List

Clear Channel, Iowa Clean Air Attainment Program – Iowa Quad Cities Rider	\$	669.00
Appreciation Day		
Creative Images Center, printing of Bi-State envelopes		855.00
Dispatch, Public Notice Business Development Assistance Study RFP (\$44.00)		1,483.20
and to promote MetroLINK’s clean air message (\$1,439.20)		
Louise A. Kerr, Treasure		5,588.32
09/08	Rent	\$4,165.96
09/08	Internet Access	88.00
07/08	Postage	708.59

07/08	Printing	531.37	
07/08	Supplies	94.40	
	City of Moline, Municipal Code Enforcement System proceeds		5,406.20
	Quad City Times, Iowa Clean Air Attainment Program – Iowa Quad Cities Rider Appreciation Day		2,736.00
	City of Rock Island, fuel charges April-June 2008 (\$526.55); Municipal Code Enforcement System proceeds (\$157,377.71)	157,904.26	
	Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)		2,282.50

Addendum

	American Planning Association, APA Audio Conferences for 2008-09, Basic Encore Series		1,470.00
	Bancard Center, VISA charge card expenses related to Managers & Administrators Advisory Committee luncheon meeting (cost reimbursed by participants); 1 staff attending the Rock Island Arsenal Update meeting; Quad City Riverfront Council meeting (cost reimbursed by participants); Chief Elected and Administrative Officials luncheon meeting (cost reimbursed by participants); Intergov meeting (cost reimbursed by participants); 1 staff attending the Illinois Association of Regional Councils meeting		914.12
	Chase Card Services, staff computer purchase on Bi-State’s computer purchase program (cost to be reimbursed by staff member)		1,440.00
	Cumulus Broadcasting, Inc.-Quad Cities, Iowa Clean Air Attainment Program – Iowa Quad Cities Rider Appreciation Day		3,998.00
	HP Express Services, UF458PE Post Warranty Service on file server Model 339317-001		886.00
	RK Dixon, maintenance service on network		900.00

Mayor McDaniel moved approval of the bills totaling \$186,532.60 as presented above. Mr. Minard seconded the motion, and the motion passed unanimously.

- b. Report on Progress on Commission’s FY 2009 Program Budget as of July 31, 2008.
 Ms. Hillman explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 8.3% through the fiscal year with 7.9% expended and within budget.
- c. Printing bid for a Quad Cities Transit Systems map/brochure. To be used for transit marketing. Funded by the Iowa Clean Air Attainment Program grant. Ms. Hillman reported that Bi-State sent a request for bids to 83 printers and received 9 bids, of which 4 printers met the specific bid. Ms. Hillman stated that Bi-State staff are recommending accepting a printing bid from The Brandt Company in the amount of \$12,000 for 65,000 brochures with a large fold-out map.

Ms. Hillman moved approval to accept the bid from The Brandt Company as presented above. Mayor O’Brien seconded the motion, and the motion passed unanimously.

4. Consideration of the following Contracts. Ms. Bulat requested approval of the following contracts over \$7,500 that require Commission approval:
 - Contract with the Economic Development Administration for Web-Based Data Enhancement. The contract is for the period 9/1/08 to 6/30/09, in the amount of \$15,000 and requires \$15,000 of local match.
 - Contract with the University of Iowa for a PM 2.5 Study. The contract is for the period 9/1/08 to 2/28/09, in the amount of \$40,000 which will be funded by the Study Consortium.

Mayor Thodos moved approval of the contracts as presented above. Ms. Sherwin seconded the motion, and the motion passed unanimously.

5. Report on Transit Marketing and Planning in the Region. Ms. Chelsey Waterman reported that in the Bi-State Region, much of the current transit planning efforts are based on two federal initiatives, an Executive Order termed “United We Ride,” and the most recent Federal Transportation Act. Issued in 2004, “United We Ride” identified 62 federal programs funding human services transportation, and directed agencies to reduce duplication and provide more efficient transportation through service coordination. One year later, the Safe, Accountable, Flexible, Efficient Transportation Act, A Legacy for Users (SAFETEA-LU) was enacted, mandating coordination by requiring recipients of several federally funded programs to certify their projects are derived from a locally developed, human services coordination plan. In the Bi-State Region, this document is known as the Transit Development Plan (TDP).

Ms. Waterman stated that the TDP is updated annually based on input from five regional committees and the public. Some of the most significant needs and gaps include: connectivity between existing urban and rural transit systems, increased transportation for non-emergency medical services, extended hours of service during evenings and weekends, public transit service in rural Illinois counties, and the replacement of aging vehicles. In order to meet these needs, the plan identified strategies such as private and public partnerships, centralized call centers for multiple transit systems, and voucher programs for human service agencies.

Bi-State Regional Commission, in cooperation with Bettendorf Transit, Davenport CitiBus, MetroLINK, and River Bend Transit held a human service agency “Transit Training Day” in June 2008. Forty staff members from 21 public agencies throughout the region attended. An Iowa Clean Air Attainment Grant (ICAAP) funded the half-day workshop, which discussed promoting air quality through alternative modes of transportation, how to use public transit, and needs and gaps in regional mobility options. Also included was a free bus ride along the Mississippi River. Based on this workshop’s success, a second, more in-depth training has been scheduled for late September 2008 and will coincide with the 2009 TDP update.

Ms. Ellen Milliron informed Commissioners that the Iowa Department of Transportation administers the Clean Air Attainment Program (ICAAP) with the purpose of financing transportation projects and programs that result in attaining or maintaining the national ambient air quality standards (NAAQS). ICAAP funds are awarded to projects and programs with the

highest potential for reducing transportation-related congestion and air pollution through reduced vehicle miles traveled, thereby maintaining clear air quality.

Ms. Milliron reported that the Bi-State Regional Commission submitted an application and received ICAAP funding to focus primarily on promoting public transit, as well as alternative forms of transportation in the Quad City Area. The ICAAP funding allows for a unique opportunity to market public transportation and provide educational workshops on public transit with a broad scope to include all available public transportation opportunities in the Quad Cities.

Marketing efforts have been made in the following areas with grant funding: advertising transit events such as Rider Appreciation Day; promoting Bike to Work Week; transit training for human service agencies; a radio campaign raising public awareness of clean air issues; and maintaining www.qctransit.com as a “portal” for information regarding clean air and public transit. In addition, Bi-State staff is working to complete a comprehensive route map of all three fixed-route transit systems – a first of its kind for the Quad Cities. The current ICAAP grant is scheduled to close on September 30, 2008.

6. Questions and Comments by Commissioners. There were no questions or comments by Commissioners.
7. Other Business. Ms. Bulat updated Commissioner’s on Air Quality issues in the region. It was suggested that information on the status of these issues be provided to the public. Ms. Bulat indicated that following upcoming coordination meetings, a public status report would be provided.
8. Adjournment. The meeting adjourned at 4:18 p.m.

Respectfully submitted,

Larry Minard
Secretary