

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

Wednesday, June 24, 2009, 3:30 p.m.  
Scott County Administration Building  
Sixth Floor Conference Room  
600 West Fourth Street  
Davenport, Iowa

MEMBERS PRESENT: Welvaert – Chair, Austin, Barnes, Becker, Bohnsack, Gary Brown, Dean, Eccher, Freemire, Gallin, Gluba, Goodwin, Hillman, Lawrence, Meeker, Minard, O’Brien, Ripperger, Rockwell, Sherwin, Shoultz, Tank, Thodos, Wilkinson

MEMBERS ABSENT: Nathan Brown, Harris, Heninger, Malvik, McDaniel, Pauley, Rangel, Sunderbruch, Tossell, Volz, Washburn, Williams

STAFF PRESENT: Anderson, Bulat, Connors, Hunt, McCullough, Moritz, Mosher

Chair Welvaert called the meeting to order at 3:34 p.m.

1. Approval of the May 27, 2009 Minutes. Mr. Wilkinson moved approval of the minutes of May 27, 2009 as presented. Mayor Freemire seconded the motion, and the motion passed unanimously.
2. Treasurer's Report. Ms. Ripperger presented the Treasurer's Report for the month ending May 31, 2009, noting an ending total bank and book balance of \$651,961.82. Ms. Ripperger moved the report be accepted as written and mailed. Mayor O’Brien seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Ms. Hillman presented the bills totaling \$115,601.10, as listed on the following bills listing and addendum dated June 24, 2009:

*Bills List*

Allmakes Office Furniture, filing cabinet for MUNICES	\$ 504.95
Basile Baumann Prost Cole & Associates, Inc., short range economic development project	15,925.00
Illinois Institute for Rural Affairs, Midwest Community Development Institute conference for three staff attending	1,200.00
Louise A. Kerr. Treasurer	6,523.91
7/09                Rent	\$4,165.96
7/09                Internet Access	88.00
05/09              Printing	821.56
05/09              Supplies	362.84
05/09              Postage	1,085.55
Mercer County, refund of overpayment of member dues for two quarters	3,799.50
National Development Council, Real Estate Finance Course and The Art of Deal Structuring (costs reimbursed by participants)	55,000.00

Quad City Development Group, annual membership dues for Workforce Development Board	1,030.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,861.00

Addendum

Bancard Center, VISA charge card expenses related to Northwest Municipal Association and Bi-State Golf Outing (cost reimbursed by participants); one staff attending the Implementation of Public-Private Partnerships for Transit conference; one staff attending the Community Transportation Association of America conference; one staff attending the Transportation, Planning, Land Use, and Air Quality conference; Urban Transportation Policy Committee Meeting (cost reimbursed by participants); webhosting setup for member government (cost reimbursed by member); Iowa Association of Regional Councils retreat; Iowa Intergov meeting; Rail meeting; supplies	4,221.61
Chabin Concepts, Inc., Logistics Industry Sector Study	20,000.00
Joseph F. Fackel, Administrative Hearing Officer services (cost reimbursed by MUNICES)	630.00
Far Reach Technologies, consultant for date portal website	3,318.75
R.K. Dixon, maintenance service on network and monthly copier charges	586.38

Ms. Hillman moved approval of the bills totaling \$115,601.10 as presented above.  
Ms. Sherwin seconded the motion, and the motion passed unanimously.

- b. Report on Progress on Commission’s FY 2009 Program Budget as of May 31, 2009.  
Ms. Hillman explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 91.7% through the fiscal year with 88.2% expended and on budget.
- c. Consideration of recommended FY 2010 Commission Planning Budget. Ms. Hillman moved the Bi-State Regional Commission approve the FY 2010 Commission Planning Budget which had been laying on the table since the May meeting. Ms. Sherwin seconded the motion, and the motion passed unanimously.
- d. 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 for the period July 1, 2007 through March 31, 2009 and an Action Oriented Program for FY 2010. Employment practices were analyzed in relation to hires, promotions, terminations, compensation and benefits, and workforce utilization. While no underutilization was declared for the analysis period, Bi-State’s efforts will continue to be directed towards recruiting more minority applicants for our applicant pool. The Action Oriented Program for FY 2010 provides for continued support of equal opportunity and affirmative action, and continued aggressive recruitment of protected status applicants when positions are open.

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

4. Consideration of the following Contracts/Grants. Ms. Bulat reviewed the following items which require Commission approval:

- Contract with Citizens to Preserve Black Hawk Park Foundation for financial management support. The contract is for actual costs incurred for the period 7/1/09 - 6/30/10.
- Contract with Emergency Telephone System Board of Rock Island County for staff support. The contract is for actual costs incurred for the period 7/1/09 - 6/30/10.
- Contract with Rock Island County Waste Management Agency for staff support. The contract is for actual costs incurred for the period 7/1/09 - 6/30/10.
- Contract with Scott County KIDS Program for financial management services. The contract is for actual costs incurred for the period 7/1/09 - 6/30/10.
- Contract with Scott County Housing Council for financial management services. The contract is for actual costs incurred for the period 7/1/09 - 6/30/10.
- Contract with Iowa Association of Regional Councils for Iowa Department of Economic Development funds for planning and technical assistance to local governments. The grant is in an amount up to \$10,000 for the period 7/1/09 - 06/30/10.

Mayor Freemire moved approval of the contracts/grant as presented above. Mayor Thodos seconded the motion, and the motion passed unanimously.

- Contract with Rock Island County for Workforce Development Board Support for the period 7/1/09 - 06/30/10 in an amount up to \$30,000.

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

- Amendment of the MUNICES Agreement to include Rock Island County in the Municipal Code Enforcement System effective 7/1/09.

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

5. Comprehensive Economic Development Strategy Progress Report. Mr. Mark Hunt, Bi-State Regional Commission Economic Development Project Manager, provided Commissioners with an overview of the 2009 Comprehensive Economic Development Strategy (CEDS) Progress Report. He explained that under federal Economic Development Administration (EDA) guidelines, the Commission must produce a full CEDS once every three years, and a progress report is due during the interim years. The CEDS and Progress Report must be accepted by EDA prior to any local government receiving grant funding from EDA. The next full CEDS will be produced in 2011. The Commission receives approximately \$52,000 from EDA and matches this with an equal amount of member government dues.

Mr. Hunt noted that from 2007 to 2008, the Bi-State Region's economy has shown the following characteristics:

- Labor force grew for 5<sup>th</sup> consecutive year, averaging 231,400 for 2008
- Unemployment increased to an average of 5.5% for the Region by year end
- Multiple layoffs, closures, and production slowdowns have occurred

- Retail sales were flat
- Tourist visits are up 38%, but hotel occupancy and receipts are flat

For the reporting period of July 1, 2008 to June 30, 2009, the Region completed several significant economic development projects that resulted in 1,029 jobs created and 623 jobs retained. These projects included \$486 million in private investment and \$98 million in public funding. Mr. Hunt highlighted the following projects:

- QC Waterfront Convention Center and Hotel, Bettendorf; 125 jobs created
- Jumer's Casino Expansion, Rock Island; 650 jobs created, 400 retained
- Davenport Retention Efforts; 152 jobs created, 78 retained
- Big River Ethanol Plan, Galva; 45 job created, 15 retained

Mr. Hunt closed by reporting on the EDA grant applications currently underway in the Region including:

- Davenport, Eastern Iowa Industrial Center Rail Transport Facility
- Mercer/Muscatine Counties, Revolving Loan Fund
- East Moline, Economic Land Use Plan
- East Moline, Gateway Industrial Park Infrastructure
- Bi-State Regional Commission, Data Portal

6. Questions and Comments by Commissioners. There were no questions or comments from Commissioners.
7. Other Business. Chair Welvaert recognized outgoing Commissioner Mr. Tim Wilkinson and presented him with a Certificate of Appreciation. Ms. Bulat introduced two new Bi-State employees Jenna Anderson, Planner and Blake Mosher, Intern.
8. Adjournment. The meeting adjourned at 4:16 p.m.

Respectfully submitted,

Larry Minard  
Secretary