

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

Wednesday, February 23, 2011, 3:30 p.m.
Scott County Administration Building
Sixth Floor Conference Room
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: McDaniel – Vice Chair, Austin, Bohnsack, Earnhardt, Fox, Heninger, Henry, Kelly, Lawrence, Meeker, Minard, O’Boyle, Rockwell, Schloemer, Sherwin, Stoermer, Sunderbruch, Tank, Thodos, Wells

MEMBERS ABSENT: Anderson, Brown, Freemire, Gluba, Goodwin, Gordon, O’Brien, Pauley, Rangel, Tossell, Volz, Washburn, Watkins, Welvaert

OTHERS PRESENT: Ean Johnson, EDA Chicago Region

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

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

1. Approval of the January 26, 2011 Minutes. Mayor Thodos moved to approve the minutes of January 26, 2011 as presented. Mr. Wells seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Earnhardt presented the Treasurer’s Report for the month ending January 31, 2011, noting an ending total bank and book balance of \$671,784.46. Ms. Earnhardt moved the report be accepted as written and mailed. Mayor Thodos seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Austin presented the bills totaling \$80,294.03, as listed on the following bills listing and addendum dated February 23, 2011:

Bills List

Environmental Systems Research Institute (ESRI), software maintenance	\$ 1,600.00
Far Reach Technologies, consultant for data portal website	2,500.00
Hurt, Norton & Associates, January legislative technical services (cost reimbursed by participating local governments)	7,750.00
Thomas A. Skorepa, P.C. Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,730.00

Addendum

Bancard Center, VISA charge card expenses related to 1 staff attending the 2011 Iowa Bicycle Summit; 2 staff attending Community Development Block Grant Workshop; 1 staff attending Managing Cash Flow Seminar; 1 staff attending the	2,921.99
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Washington DC trip; Iowa Association of Regional Councils meeting; Davis-Bacon Training (costs reimbursed by participants); Manager's & Administrator's lunch meeting (costs reimbursed by participants); 1 staff attending the DC trip with the Chamber; office supplies				
Louisa Ewert, Treasurer				5,451.21
03/11	Rent	\$4,618.38		
03/11	Internet Access	88.00		
01/11	Postage	744.83		
City of Moline, MUNICES proceeds				3,414.38
City of Rock Island, MUNICES proceeds				53,926.45

Mr. Austin moved approval of the bills totaling \$80,294.03 as presented above.
Mr. Bohnsack seconded the motion, and it passed unanimously.

b. Report on Progress on Commission's FY 2011 Program Budget as of January 31, 2011.

Mr. Austin explained the Program Budget Status Report was mailed in the agenda packet.
The Commission is 58.3% through the fiscal year with 53.5% expended and within budget.

4. Commission Committee Assignments for 2011-2012. Vice Chair McDaniel presented the listing of the 2011-2012 committees distributed in the agenda packet. Mayor Thodos moved to approve the Commission committee assignments as presented. Mr. Minard seconded the motion, and it passed unanimously.
5. Bi-State Region CEDS Process Update. Mr. Hunt briefly reviewed the Comprehensive Economic Development Strategy (CEDS) for the Bi-State Region. A full update of the CEDS is underway, and Bi-State staff has been working with the Strategy Committee to develop goals, objectives, and projects from the 2011 update. The CEDS must be completed and submitted to the Economic Development Administration (EDA) by June 30, 2011. Over the next two years, Bi-State will be completing annual CEDS Progress Reports based on the 2011 full CEDS update.

Mr. Hunt noted that EDA funding is partially dependent upon maintaining the CEDS and that since 2007 three EDA projects were awarded to local governments in the Bi-State Region. These consisted of RiverTech in Moline, Rail Port in Davenport, and the Mercer/Muscatine County Revolving Loan Fund.

6. Economic Development Administration (EDA) New Application Process. Mr. Johnson, an Economic Development Specialist with Chicago Regional office of EDA, informed the Commission of the new application process at EDA that was implemented in October 2010. The new application process is designed to reduce the amount of review time it takes EDA to approve or disapprove grant applications. Previously the average review time for an EDA application was 286 days. The new process will provide applicants with a response from EDA within 90 days.

Mr. Johnson explained that much of the efficiencies come from requiring all construction applications to have completed the engineering and environmental reports prior to submitting the application. Additionally, EDA has transitioned from a rolling application cycle to a cycle that has specific quarterly deadlines falling in March, June, September, and December of the funding year.

At the conclusion of Mr. Johnson's presentation, he briefly described EDA's main funding programs and what the agency considers when evaluating a project. In most cases, to receive EDA funding, a project must create or retain jobs and impact an area where significant unemployment or poverty are documented in federal data sources. It was noted that environmental issues, title disputes, and issues with eminent domain tend to cause projects to be poorly reviewed by EDA staff.

7. Status of Census Information. Ms. Miller reported that the first detailed local level data has been released for the Bi-State Region. The first data set released by the Census Bureau was the redistricting data (Public Law 94-171), which is available for all geographies. Iowa's data was released on February 10th and Illinois released data on February 15th. The redistricting data is used to delineate U.S. and State Legislative districts. In 2010, both Iowa and Illinois lost one seat in the in the U.S. House of Representatives; Iowa now has 4 representatives, and Illinois has 18 representatives.

Ms. Miller explained that the data variables available in the redistricting data include: Occupancy status for Housing Units (H1); Race (P1); Hispanic or Latino, and not Hispanic or Latino by Race (P2); Race for the Population 18 and over (P3); Hispanic or Latino, and not Hispanic or Latino by Race for the Population 18 and over (P4). Bi-State has block-level data downloaded in Excel and GIS format and is available to assist member governments.

The redistricting data will be released continuously for each state through the end of March. After all states have received their first data, the next 2010 Census data products that will be released are:

- Demographic Profiles — May 2011
- Summary File 1 — June - August 2011
- Summary File 2 — December 2011 - April 2012
- Congressional District Summary File for the 113th Congress — January 2013
- Legislative Districts — June 2013

Ms. Miller advised Commissioners to remember that the Census is a "Snapshot in Time" for April 1, 2010. Nothing is counted after that one day for Census 2010. However, if you feel there has been an error with the data in your community, there are programs available to assist you in verifying and correcting the numbers.

Ms. Miller then explained that the first thing that all communities should do is review their numbers at the block level geography. If a community suspects an error occurred, the Census Bureau's ***Count Question Resolution (CQR) Program*** is available to challenge the original numbers. There are three types of challenges: Boundary challenges, Geocoding challenges, and Coverage challenges. This program begins June 1, 2011 and runs through June 1, 2013. *The Census Bureau will not incorporate the CQR corrections into any 2010 Census data products.* Corrections are published in an *Errata* on the Census Bureau's website. Contact Bi-State if you would like more information about this program.

Ms. Miller reviewed another program that will be available to communities who have experienced significant growth in-between decennial censuses. The ***Special Census*** is a basic

enumeration or count of population, housing units, and group quarters conducted by the Census Bureau at the request of a governmental unit for the entire governmental unit geography, including newly annexed areas, or a portion of the governmental unit geography. The governmental unit is responsible for the cost of conducting a Special Census and may request a cost estimate from the Census Bureau (\$200 fee to request, based on the 2000 *Special Census* program). The cost of the Special Census will be based on the estimated increase in population.

8. Questions or Comments by Commissioners. There were no other questions or comments.
9. Other Business. There was no other business.
10. Adjournment. The meeting adjourned at 4:14 p.m.

Respectfully submitted,

Dennis Pauley
Secretary