

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

Wednesday, March 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, Anderson, Austin, Bohnsack, Earnhardt, Fox, Gluba, Heninger, Henry, Kelly, Kinzer, Meeker, Rockwell, Schloemer, Sherwin, Sunderbruch, Tank, Thodos, Volz, Watkins, Wells, Welvaert

MEMBERS ABSENT: Freemire, Goodwin, Gordon, Lawrence, Minard, O’Brien, Pauley, Rangel, Stoermer, Tossell, Washburn

STAFF PRESENT: Bulat, Connors, Grabowski, Matsen, McCullough, Miller, Moritz, Waterman

Vice Chair McDaniel called the meeting to order at 3:32 p.m. He then called for a moment of silence for former Commissioner and Moline Alderman Gary Brown, who passed away March 14, 2011. Mayor McDaniel then introduced Mayor Brinson Kinzer of Blue Grass.

1. Approval of the February 23, 2011 Minutes. Mayor Thodos moved to approve the minutes of February 23, 2011 as presented. Mayor Welvaert seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Earnhardt presented the Treasurer’s Report for the month ending February 28, 2011, noting an ending total bank and book balance of \$639,177.43. Ms. Earnhardt moved the report be accepted as written and mailed. Ms. Henry seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Austin presented the bills totaling \$27,537.00, as listed on the following bills listing and addendum dated February 23, 2011:

Bills List

Hurt, Norton & Associates, February legislative technical services (cost reimbursed by participating local governments)	\$ 7,750.00
JP Gasway, receptionist desk and office supplies	1,217.38
Matthews Office Plus, conference room chairs	1,620.63
Rock Island Police Department, CORA reimbursement (Case #10CR1004 – John O’Brien)	580.00
Thomas A. Skorepa, P.C. Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,625.00

Addendum

Bancard Center, VISA charge card expenses related to Iowa & Illinois Association of Regional Councils meetings; Wilton Health Project; Iowa Intergov meeting; 2 staff attending the Illinois Department of Transportation Mobility Management Training; supplies	3,079.40
City of Colona, Energy Efficiency & Conservation Block Grant	1,714.50
Louisa Ewert, Treasurer	6,003.84
04/11 Rent	\$4,618.38
04/11 Internet Access	88.00
02/11 Postage	703.31
01/11 Printing	343.18
01/11 Supplies	127.85
01-02/11 Cell Phone	123.12
McClure Engineering Associates, Inc., East West Corridor Study	2,946.25

Mr. Austin moved approval of the bills totaling \$27,537.00 as presented above.
 Ms. Sherwin seconded the motion, and it passed unanimously.

b. Report on Progress on Commission’s FY 2011 Program Budget as of February 28, 2011.

Mr. Austin explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 66.7% through the fiscal year with 62.6% expended and within budget.

4. Status of Transit Planning and Mobility Management in the Bi-State Region. Ms. Waterman provided an update on the status of transit planning in the Bi-State Region. The Bi-State Transit Development Plan (TDP) is a four-year program of passenger transportation projects that was initially developed in 2006 and has since been updated annually. The Illinois and Iowa Departments of Transportation (DOTs) have reviewed Bi-State’s plan and will no longer require full updates on an annual basis. The DOTs have requested an annual submission of significant changes, with full updates being submitted every 4-5 years. Factors that are considered when submitting annual updates include: changes to the public outreach and coordination process, significant progress on previously programmed projects, new projects, and other recent developments.

Ms. Waterman stated that over the past year, Bi-State has worked with area transit systems to provide additional public outreach via “Commuter Challenge” workshops to encourage alternative transportation, “Kick-Off” public input meetings related to the 2040 Long Range Transportation Plan, and various focused efforts such as transit trainings for human service agencies and employers. Previously programmed projects that have made significant progress include the completion of an Iowa Quad Cities Riders Guide, a TIGGER funding award for MetroLINK’s new maintenance facility, and Federal Transit Administration (FTA) funding assistance to expand RIM Rural Transit’s services. Regional transit systems have continued efforts to educate the public on service availability. Some of the future proposed projects include the installation of “next stop” information kiosks at major MetroLINK transfer locations, River Bend Transit Sunday service, a Bettendorf Transit bus garage, intercity bus service for Henry County Public Transportation, and a bus shelter for MuscaBus riders at Northport Drive.

Mr. Matsen provided an update on the status of the Mobility Yes! Transit Riders Information Project (MY TRIP). In February 2009, the Illinois Governor's office and the Illinois Department of Transportation asked the Interagency Coordinating Committee on Transportation (ICCT) to prepare and submit a federal United We Ride Mobility Management Grant application on behalf of the state. Awards were announced in November 2009, and Illinois was one of only four applicants to receive a full grant award (\$299,680) to be distributed over two years. Bi-State Regional Commission and Champaign County Regional Planning Commission were asked to pilot the project and were able to hire two full-time Mobility Coaches in May 2010. Initial grant activities will be focused on new rural transit systems in Mercer, Rock Island, and Whiteside Counties in the Greater Bi-State Region, and DeWitt and Clark Counties in the Greater Champaign Region.

Mr. Matsen explained that MY TRIP is a rider-focused project aimed at increasing personal mobility for transit riders while developing a toolkit of best practices for mobility management. For the purposes of MY TRIP, mobility management is defined as the practice of increasing the overall effectiveness, efficiency, and quality of travel services for the individual transit rider. The first draft of the toolkit is expected to be assembled by May 2011, and will include resources to cultivate public awareness for public transportation and enhance rider mobility. Over the second year of the program, Mobility Coaches will assist transit systems in implementing the toolkit's strategies and refine the document based on their results. One of the larger components of the toolkit involves developing a curriculum and facilitating transit trainings for individuals and human service agencies. The trainings will involve educating participants on how to use a transit system and providing assistance on their first ride. Once complete, the toolkit is expected to be distributed to other transit systems in the Bi-State Region, throughout Illinois, and potentially to other states for the purpose of improving mobility management.

5. Questions or Comments by Commissioners. Mr. Volz asked about upcoming flood preparations. Ms. Bulat said that staff had been attending local flood meetings and the projections looked like they would be reduced. Mayor Gluba added that depending on the weather and conditions to our north, the flood numbers will probably be projected downwards of what had been first announced.
6. Other Business.
 - a. Consideration of the following Contract Amendment. Ms. Bulat requested approval of the following contract amendment over \$7,500 that requires Commission approval:
 - Contract with the Quad City Y's to facilitate and develop Healthy Food Plan(s) for up to three areas in the City of Davenport for up to \$25,000 from April 1, 2011 to April 1, 2012.

Mayor Welvaert moved the Bi-State Regional Commission approve the contract as described above. Ms. Sherwin seconded, and the motion passed unanimously.

- b. Other Questions or Comments by Commissioners. Mayor Welvaert congratulated Ms. Bulat on her nomination for the Athena Award. Ms. Bulat, in turn, congratulated Ms. Waterman on her completion of a marathon at Red Rock Canyon. Ms. Bulat then

informed Commissioners of Bi-State's 45th Anniversary this year. There will be a noon luncheon for the October 26th meeting at the Waterfront Center in Bettendorf instead of the regular 3:30 p.m. meeting. Mayor McDaniel drew to Commissioners' attention the pink slip they received in their packets about receiving e-mail announcements instead of hard copies. This is an effort to reduce paper waste as well as serve those who prefer electronic notifications.

7. Adjournment. The meeting adjourned at 4:08 p.m.

Respectfully submitted,

Dennis Pauley
Secretary