

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

Wednesday, July 24, 2013, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Minard – Chair, Anderson, Callaway-Thompson, Earnhardt, Gluba, Goodwin, Heninger, Hillman, Kelly, Lawrence, Liddell, O’Boyle, Raes, Schloemer, Sorensen, Stoermer, Sunderbruch, Tank, Thodos, Volz, Wells

MEMBERS ABSENT: Austin, Banaszek, Burrage, Crouch, Gallagher, Gordon, Hopkins, Pauley, Rangel, Sherwin, Terry, Tossell, Washburn, Williams

OTHERS PRESENT: Lawrence Bay, Mayor, Village of Port Byron; Carol Morris, Village of Port Byron; Dennis Foldenauer, Small Business Administration

STAFF PRESENT: Bulat, Grabowski, Hunt, Moritz

Chair Minard called the meeting to order at 3:30 p.m.

1. Approval of the June 26, 2013 Minutes. Mayor Gluba moved to approve the minutes of June 26, 2013 as presented. Ms. Earnhardt seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Kelly presented the Treasurer’s Report for the month ending June 30, 2013, noting an ending total bank and book balance of \$493,882.88. Ms. Kelly moved the report be accepted as written and mailed. Ms. Earnhardt seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Ms. Hillman presented the bills totaling \$62,605.74, as listed on the following bills listing and addendum dated July 24, 2013:

Bills List

Hurt, Norton & Associates, June 2013 legislative technical service (cost reimbursed by participating member governments)	\$ 7,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	3,500.00

Addendum

Bancard Center, VISA charge card expenses related to promotional items for "Clean Air Counts" and qctransit.com; 1 staff attending the Triennial Review Workshop; 1 staff attending the Iowa Public Transit Annual Conference; 1 staff attending the Iowa Association of Regional Councils 4-States Conference; 1 staff attending the International Trade & Foreign Direct Investments Conference; Northwest Municipal Association Golf	5,915.43
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Tournament (cost reimbursed by participants); Chief Elected & Administrative Officials (cost reimbursed by participants); 1 staff attending the Civic Leadership Academy; 1 staff attending the 2013 Midwest Community Development Institute; 1 staff attending the Illinois Development Council; office supplies			
Louisa Ewert, Treasurer			7,801.32
08/2013	Rent	\$4,618.38	
08/2013	Internet Access	88.00	
04 – 06/2013	Postage	2,468.57	
06/2013	Printing	366.87	
06/2013	Supplies	79.80	
06/2013	Cell Phone	179.70*	
*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)			
Hargrove International, Inc., Destination Tourism Development: Research, Assessment & Planning workshop (cost reimbursed by HCEDP/Rural Accelerator Grant)			5,050.00
National Association of Development Organizations (NADO), annual membership dues			2,000.00
URS Corporation, Household Survey and Model Integration Project			30,588.99

Ms. Hillman moved approval of the bills totaling \$62,605.74 as presented above.

Ms. Kelly seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2013 Program Budget as of June 30, 2013. Ms. Hillman explained the Program Budget Status Report was mailed in members' packets. The Commission is 100% through the fiscal year with 90.8% expended and within budget.
 - c. Contracts/Grants for Consideration. There were no contracts for Commission approval.
4. Economic Development Presentation. Mr. Foldenauer, Economic Development Specialist with the Small Business Administration (SBA) provided Commissioners with a brief overview of SBA programs. He noted that many people have the misconception that SBA makes business loans. In fact, the SBA rarely makes loans directly to businesses but instead provides guarantees to banks that make business loans. SBA programs can be broken down into three service areas: business counseling, capital access, and contracts.

Business counseling includes the classes and training provided by local Small Business Development Centers and individual mentoring provided by the Service Corps of Retired Executives (SCORE).

Capital access includes programs like the SBA 7(a) and 504 loan guarantees help small businesses get access to capital that banks could not otherwise lend without the SBA guaranteeing a portion of the loan amount. There are special programs for veterans as well.

Mr. Foldenauer said that the U.S. federal government is likely the largest procurer of goods and services in the world. The SBA can provide training and counseling to small businesses looking to bid on federal contracts. Assistance is available through local Procurement Technical Assistance Centers (PTAC) and directly through SBA district offices. Set asides are available for small businesses and minority or women-owned businesses. SBA assistance is available to

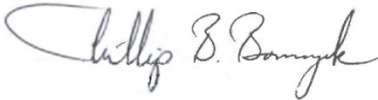
help small business owners and minority or female business owners be more successful in the federal contracting process.

Mr. Foldenauer noted one of the key programs for contract assistance is the Historically Underutilized Business Zone (HUBZone) program. The HUBZone program helps small businesses in urban and rural communities gain preferential access to federal procurement opportunities. Multiple HUBZone areas exist within the Bi-State Region.

More information on all of SBA's programs is available at www.sba.gov/. Online HubZone maps are available at map.sba.gov/hubzone/maps/. The Illinois SBA contact person is Dennis Foldenauer at (312) 886-0704 or dennis.foldenauer@sba.gov. The Iowa contact is Dennis Larkin at (319) 362-6405 or G.D.Larkin@sba.gov

5. Questions or Comments by Commissioners. There were no questions or comments.
6. Other Business. There was no other business.
7. Adjournment. The meeting adjourned at 4:05 p.m.

Respectfully submitted,



Phillip Banaszek
Secretary