

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

Wednesday, June 25, 2014, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Minard – Chair, Austin, Banaszek, Callaway-Thompson, Earnhardt, Furlong, Heninger, Hopkins, Howard, Lawrence, Liddell, Newton-Butt, O’Boyle, Pauley, Schloemer, Sunderbruch, Tank, Wells, Williams

MEMBERS ABSENT: Anderson, Crouch, Gallagher, Gluba, Goodwin, Gordon, Hillman, Meeker, Raes, Sherwin, Stoermer, Thodos, Tossell, Volz, Washburn

OTHERS PRESENT: Joe Taylor and Stephanie Loconsole, Quad Cities Convention and Visitors Bureau; Cathy Foes, Henry County Tourism Bureau; Hannah Wilke, Muscatine County Convention & Visitors Bureau; Dawn Neuses, Moline Dispatch/Rock Island Argus

STAFF PRESENT: Berkley, Bulat, Grabowski, Miller, Moritz, Schmid

Chair Minard called the meeting to order at 3:35 p.m.

1. Approval of the May 28, 2014 Minutes. Mr. Howard moved to approve the minutes of May 28, 2014 as presented. Mayor O’Boyle seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending May 31, 2014, noting an ending total bank and book balance of \$670,476.88. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Banaszek seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Austin presented the bills totaling \$98,957.27, as listed on the following bills listing and addendum dated June 25, 2014:

Bills List

Bohnsack & Frommelt LLP, progress billing for year-end audit 2014	\$ 2,000.00
Hurt, Norton & Associates, May 2014 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)	3,395.00

Addendum

Bancard Center, VISA charge card expenses related to Managers and Administrators meeting (costs reimbursed by participants); outside workers to help move staff offices; RICWMA E-waste Event; 1 staff attending the IRA/SWANA 2014 Joint Conference; office supplies	2,293.20
M.H. Corbin, Inc., 4 Traffic Counters	3,900.00
Louisa Ewert, Treasurer	6,112.19
07/2014 Rent	\$4,618.38
06/2014 Internet Access	88.00
05/2014 Postage	817.26
05/2014 Supplies	108.40
05/2014 Cell Phone	480.15*
*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)	
Strategic Development Group, Inc., Innovation Hub Research (reimbursed by EDA grant)	57,788.04
URS Corporation, Household Survey and Model Integration Project (reimbursed by Air Quality grants)	15,718.84

Mr. Austin moved approval of the bills totaling \$98,957.27 as presented above.

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

- b. Report on Progress on Commission’s FY 2013-14 Program Budget as of May 31, 2014. Mr. Austin explained the Program Budget Status Report was mailed in members' packets. The Commission is 92% through the fiscal year with 87.2% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts and grants over \$7,500 for the Commission to consider:
 - Contract with Emergency Telephone System Board for Staff Support. The contract is for actual costs and will run from July 1, 2014 to June 30, 2015.
 - Contract with Rock Island County Waste Management Agency for Staff Support. The contract is for actual costs and will run from July 1, 2014 to June 30, 2015.
 - Contract with Scott County Kids for Financial Management. The contract is for actual costs and will run from July 1, 2014 to June 30, 2015.
 - Contract with Scott County Housing Council for Financial Management. The contract is for actual costs and will run from July 1, 2014 to June 30, 2015.
 - Contract with Rock Island Arsenal Development Group for Payroll Processing. The contract is for actual costs and will run from July 1, 2014 to June 30, 2015.
 - Grant with Iowa Association of Regional Councils for Iowa Department of Economic Development for planning assistance to local governments. The grant is for \$11,764 and will run from July 1, 2014 to June 30, 2015.
 - Contract with Genesis Occupational Health for Urine Drug and Breath Alcohol Testing for the period October 1, 2014 through September 30, 2017. Rates for Urine Drug Testing in Year 1 & 2 is \$37 and Year 3 is \$38. Rates for Breath Alcohol Testing in Year 1 & 2 is \$30 and Year 3 is \$31.

Mayor Hopkins moved to approve the contracts and grants as presented, and Ms. Earnhardt seconded. The motion passed unanimously with Mr. Schloemer abstaining from voting on the Scott County Housing Council contract. .

- d. Consideration of Recommended FY2015 Commission Budget Plan. Mr. Howard motioned to approve the Recommended FY 2015 Commission Planning Budget as presented to the Commission at the May 28, 2014 meeting. Ms. Callaway-Thompson seconded, and the motion passed unanimously.
4. 2014 Comprehensive Economic Development Strategy (CEDS) Progress Report. Ms. Bulat presented the final 2014 Comprehensive Economic Development Strategy (CEDS) Progress Report. She pointed out the highlights of the document, noting the progress report section.

Several significant expansion projects were listed including the completion of ALCOA's new assembly line in Bettendorf, which brought 150 created and 200 retained jobs to the Bi-State Region. Local governments self reported the completion of 84 significant economic development projects, estimated based formulas to have created over 1,200 jobs and retaining an additional 1,200. The complete economic development projects list is in a separate addendum to the report, and was submitted for review to the Commission.

Mr. Schloemer motioned to approve a resolution to adopt the 2014 CEDS Progress Report. Mr. Liddell seconded, and the motion passed unanimously. The report was submitted to the Economic Development Administration

5. Report on Tourism Activities. Mr. Taylor described the Bureau and tourism's impact on the Quad Cities. The Quad Cities Convention and Visitors Bureau (QCCVB) is an accredited convention and visitors bureau funded by hotel/motel taxes from each municipality, state grants from both Illinois and Iowa, and membership dues from local businesses. Its board of directors includes seven representatives from the public sector and seven from the private sector. In 2012, incoming tourists spent \$800 million on goods and services in the Quad Cities.

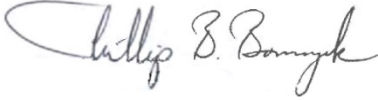
The Quad Cities Area represents an excellent location within suitable driving distance from numerous major cities in the Midwest, providing close-to-home affordability for visitors. Tourism is on the rise in the Quad Cities, and hotel occupancy is reflecting that trend. There are 1,100 new hotel rooms planned, a 10% increase since 2012. The QCCVB is partnering with Henry and Mercer Counties to determine how best to promote and create a regional tourism product for the future.

Ms. Wilke detailed the economic impact of tourism and travel-generated expenditures on the economies of the State of Iowa and Muscatine County. Domestic travelers spent a total of \$7.6 million in Iowa during 2012, which represents a 5.6% increase over the preceding year, outpacing the national average of 4.4%. In 2012 and 2013, hotel/motel tax receipts increased by 25% in Muscatine County.

Ms. Foes described the current state of tourism in Henry County. She stated that tourism provides a viable tool to use for economic development. The county has seen steady hotel construction. The hotel/motel tax has risen 5% in recent years. Rural recreation has the ability to appeal to current and potential future residents. Being an attractive place to visit also means being an attractive place to live.

6. Questions or Comments by Commissioners. There were no additional questions or comments by Commissioners.
7. Other Business. There was no other business.
8. Adjournment. The meeting adjourned at 4:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Phillip B. Banaszek".

Phillip Banaszek
Secretary