

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

Wednesday, June 24, 2015, 3:30 p.m.  
Scott County Administration Building  
600 West Fourth Street  
Davenport, Iowa

**MEMBERS PRESENT:** Kelly – Vice Chair, Austin, Callaway-Thompson, Gluba, Heninger, Holst, Hopkins, Howard, Lawrence, Liddell, Maranda, Newton-Butt, O’Boyle, Schloemer, Sherwin, Stoermer, Sunderbruch, Tank, Terry

**MEMBERS ABSENT:** Anderson, Earnhardt, Gallagher, Gordon, Gradert, Hillman, Holmes, Looney, Meeker, Pauley, Raes, Thodos, Volz, Washburn, Williams

**OTHERS PRESENT:** Joe Taylor, Director, Quad Cities Convention & Visitors Bureau; Nick Cusick, Director, Muscatine County Convention & Visitors Bureau

**STAFF PRESENT:** Bulat, Grabowski, Miller

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

1. Approval of the May 27, 2015 Minutes. Mayor Gluba moved to approve the minutes of May 27, 2015 as presented. Mr. Austin 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, 2015, noting an ending total bank and book balance of \$379,872.45. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Howard seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mr. Austin presented the bills totaling \$83,786.64, as listed on the following bills listing and addendum dated June 24, 2015:

*Bills List*

Emsi, Analyst renewal subscription for the period June 1, 2015 thru thru May 31, 2016	\$ 9,000.00
Hurt, Norton & Associates, May 2015 legislative technical service and Professional Media Services (cost reimbursed by participating member governments)	9,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	3,395.00

*Addendum*

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending the Washington, DC trip; 2 staff attending the TRB National Transportation Planning Applications conference; Henry County Economic Development Partnership (HCEDP) expenses (costs reimbursed by HCEDP); Quad City Riverfront Council meeting (costs reimbursed by participants); office supplies	2,263.39
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Bohnsack & Frommelt LLP, progress billing for year-end audit and single audit for June 30, 2015	2,500.00
Cambridge Systematics, Inc., Bi-State Regional Commission Freight Commodity Efficiency Study/Plan	51,988.98
Rock Island County Treasurer	4,889.27
07/2015                    Rent	\$4,618.38
07/2015            Internet Access	88.00
05/2015                    Supplies	62.65
05/2015            Cell Phone	120.24*

\*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)

Mr. Austin moved approval of the bills totaling \$83,786.64 as presented above. Ms. Sherwin seconded the motion, and it passed unanimously.

b. Report on Progress on Commission’s FY 2014-15 Program Budget as of May 31, 2015. Ms. Bulat explained the Program Budget Status Report was mailed in members' packets. The Commission is 92% through the fiscal year with 87% expended and within budget.

c. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts and grant amendment for consideration.

- Contract with Emergency Telephone System Board for Staff Support. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Rock Island County Waste Management Agency for Staff Support. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Scott County Kids for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Scott County Housing Council for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- Contract with Rock Island Arsenal Development Group for Financial Management. The contract is for actual costs and will run from July 1, 2015 to June 30, 2016.
- 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, 2015 to June 30, 2016.
- Amendment to Unity Point Health/Quad City Health Initiative contract for the PICH grant activities for an additional \$21,370, bringing the total contract to \$145,245.

Mr. Austin moved approval of the contracts and grant amendment as presented above, and Mr. Maranda seconded. The motion passed unanimously with Mr. Schloemer abstaining from voting on the Scott County Housing Council contract and Mr. Liddell abstaining from voting on the PICH grant amendment.

d. Consideration of Revised FY2015 Commission Budget Plan. Mr. Maranda moved approval of the revised FY2015 Commission budget plan as presented. Ms. Callaway-Thompson seconded the motion, and it passed unanimously.

- e. Consideration of Recommended FY2016 Commission Budget Plan. Mr. Stoermer moved approval of the recommended FY2016 Commission budget plan as presented at the May 27, 2015 meeting. Mayor Hopkins seconded the motion, and it passed unanimously.
4. Report on Tourism Activities. Mr. Cusick reported that in 2013, tourists spent \$76,950,000 in Muscatine County and generated \$91,000 in local tax receipts. The Muscatine tourism industry employed 670 in the county.

Formerly a part of Greater Muscatine Chamber of Commerce and Industry, the Muscatine Convention and Visitors Bureau was reorganized by the City of Muscatine in 2013 to become an independent organization with an 18-member board. Twenty-five percent of Muscatine hotel/motel tax is dedicated to the bureau. For the first time, this allowed for a full-time staff member. On June 8th of this year the board voted to dissolve the corporation and move toward becoming a department of the city of Muscatine, but it will function the same as it has for the past two years but with a seven-member advisory board.

Mr. Cusick said it was record-high fiscal year for hotel/motel tax with over \$415,000 collected. This fiscal year showed a record-high first quarter of over \$123,000. In May 2015, the bureau launched its digital marketing/retargeting campaign with the release of its new brand: Made In Muscatine. The premise of brand was to celebrate Muscatine's industrial & entrepreneurial past and present while showing potential visitors that experiences, adventures, and memories are "made" in Muscatine.

Mr. Taylor stated the Quad Cities Convention & Visitors Bureau is celebrating its 25<sup>th</sup> anniversary. The bureau is governed by a board of directors with seven public sector member and seven private sector members. It is accredited by Destination Marketing Association International, and funding for the bureau comes from hotel taxes from each municipality, state grants from Illinois and Iowa, and partnerships with local businesses.

In 2013, tourists in the Quad Cities spent \$800 million on goods and services. The tourism industry employed over 8,300 employees and those employees earned \$132 million in wages. Tourists generated \$11 million in direct tax revenue.

Mr. Taylor said the Mississippi River Trail and American Discovery Trail development continues to be supported by the bureau. The John Deere Classic celebrates its 45th year in the Quad Cities with Jordon Spieth defending his title. RAGBRAI XLIII ends in Davenport on July 25, on the same day as the annual Quad-City Times Bix 7. Next year, the Missouri Valley Conference Women's Basketball Tournament will take place in the Quad Cities 2016-2017.

5. Questions or Comments by Commissioners. There were no questions or comments by Commissioners.
6. Other Business. There was no other business.
7. Adjournment. The meeting adjourned at 4:06 p.m.

Respectfully submitted,



Kimberly Callaway-Thompson  
Secretary