

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

Wednesday, May 23, 2018, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Earnhardt – Chair, Acri, Beck, Broderson, Carroll-Duda, Condon, Dawson, Freeman, Geenen, Gradert, Heninger, Klipsch, Lack, Lawrence, Maranda, Mather, Newton-Butt, O’Boyle, Sauer, Schloemer, Tank, Thoms, Tompkins, Waldron

MEMBERS ABSENT: Brown, Callaway-Thompson, Gallagher, Kiser, Knobbe, Looney, Mendenhall, Moore, Sherwin, Stoermer, Terry

OTHERS PRESENT: Michael Limberg, Mayor of Long Grove; Laura Fontaine, Program Officer, Community Engagement and Strategic Initiatives; Doris & Victor Day Foundation

STAFF PRESENT: Bulat, Grabowski, McCullough, Miller, Moritz

Chair Earnhardt called the meeting to order at 3:31 p.m. and asked for introductions of attendees.

1. Approval of the April 25, 2018 Minutes. Mayor Klipsch moved to approve the minutes of the April 25, 2018 meeting as presented. Mr. Maranda seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending April 30, 2018, noting an ending total bank and book balance of \$782,414.55. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Gradert seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mayor O’Boyle presented the bills totaling \$49,377.84, as listed on the following bills listing:

Bills List

Henry County Economic Development Partnership (HCEDP), funds held by Bi-State for HCEDP	\$ 8,910.57
Opportunity Alliance LLC, consulting related to the enterprise zone application (cost reimbursed by participating member governments)	6,667.00
The Roosevelt Group LLC, April 2018 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer April 2018 services (cost reimbursed by MUNICES)	3,675.00

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending the Region 2 Transit Advisory Conference; 1 staff attending the NAHRO Conference; Managers & Administrators Committee meeting (cost reimbursed by participants); Arsenal Intergovernmental Efforts meeting (cost reimbursed by participants); Chief Elected and Chief Administrative Officials meeting (cost reimbursed by participants); staff attending the 2018 Effective Supervisory Practices webinar series; speaker for the Alternate Fuels Summit; office supplies	3,667.23
Rock Island County Treasurer	6,458.04
06/2018 Rent	\$4,832.58
06/2018 Internet Access	88.00
05/2018 Managed Print Services	323.72
04/2018 Postage	909.85
04 2018 Printing	22.50
04 2018 Supplies	233.41
04/2018 Cell Phone	47.98

Mayor O’Boyle moved approval of the bills totaling \$49,377.84 as presented above. Mr. Maranda seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2017-18 Program Budget as of April 30, 2018. Mayor O’Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 83.0% through the fiscal year with 74.7% expended and within budget.
 - c. Contracts/Grants for Consideration. Ms. Bulat presented the following grants for consideration.
 - Grant from Illinois Department of Transportation for a Mississippi River Rail Bridges Alternatives Study. The grant is for \$100,000 for the period of July 1, 2018 through June 30, 2019.
 - Grant from Illinois Department of Transportation for an Illinois Quad Cities IL-92 Corridor Study. The grant is for \$240,000 with \$60,000 match from communities for the period of July 1, 2018 through June 30, 2019.
- Mayor O’Boyle moved approval of the grants as presented above. Mayor Klipsch seconded the motion, and it passed unanimously.
- d. Consideration of Recommended FY2018 Proposed Revised Commission Planning Budget. Mayor O’Boyle reported the Finance and Personnel Committee reviewed and recommended the proposed revised FY 2018 Commission Planning Budget.

Mayor Klipsch motioned to approve the Revised FY2018 Program Budget as presented, and Mayor Broderson seconded. The motion passed unanimously.
 - e. Presentation of Recommended FY2019 Commission Planning Budget. Ms. Bulat reviewed the draft FY 2019 Budget as recommended by the Finance and Personnel Committee. She reported dues for Bi-State’s member governments will not increase. Continuation of the merit performance review program, with a projected average of 2%, is recommended along with a 1.5% across the board annual wage adjustment. The budget will lay on the table and be considered for approval at the June 27, 2018 Commission meeting.

- f. Consideration of Recommended Selection of Firm to Conduct Commission’s Annual Audit for Fiscal Years Ending June 30, 2018, 2019, 2020, 2021, & 2022. Mayor O’Boyle announced to Commission that the firm of Bohnsack & Frommelt has been recommended by the Finance and Personnel Committee to conduct Bi-State's annual audit for the next five years. Two firms provided bids with Bohnsack & Frommelt being the lowest bid.

Mayor Klipsch motioned to approve the selection of Bohnsack & Frommelt as the audit firm for FY18-FY22. Ms. Newton-Butt seconded, and the motion passed unanimously.

4. 2020 Census Update. Ms. Miller reported that according to the United States Constitution (Article 1, Section 2), a census must take place every 10 years in order to apportion representation amongst the states; draw congressional and state legislative districts, school districts, and voting precincts; make informed planning; and to distribute federal dollars. The next decennial census is coming up April 1, 2020.

Ms. Miller discussed three programs Bi-State assists with that help our member governments gear up for the actual Census collection. The first program is Boundary and Annexation Survey (BAS) where local jurisdictions input to the Census Bureau about boundary and name changes for their area.

The second is the Local Update of Census Addresses (LUCA) Program through which jurisdictions can review and make comments on the Census Bureau’s residential address lists. The Census Bureau needs complete and accurate address lists so the decennial census can reach every household. Local governments are given 120 days from the receipt of their LUCA materials to check addresses for their jurisdiction.

The third program is the Participant Statistical Areas Program (PSAP). Participants may review and update statistical area boundaries used to tabulate Census counts. Minimum, maximum, and optimal thresholds for population and housing units are defined for census tracts and block groups. See Figure 1 for an explanation of Census geography.

Ms. Miller also reported that the Census Bureau is developing an innovative approach with the 2020 Census that utilizes more electronic technology to complete the counts. The cost estimate for a traditional Census is \$17.8 billion, whereas an Innovative 2020 Census would be about \$12.5 billion. This accounts for fewer Census offices and staff and less burden.

5. Hard to Count Population. Ms. Fontaine noted that the decennial census is a critical tool for acquiring an accurate count of the people in the United States. Having an accurate count is essential for fair and equitable political representation and funding. At least \$600 billion in federal grants are allocated each year based on data gathered from the Census.

Ms. Fontaine reported that the Doris and Victor Day Foundation wants to help ensure as accurate a count as possible by trying to reach the Hard To Count (HTC) areas and communities. HTC areas are defined as those with a 73% or less self-response rate on the 2010 Census. Populations with a high rate include children, people of color, rural residents, those with language barriers, frequent movers, foreign born residents, households below the poverty line, large (overcrowded) households, low educational attainment households, and single-parent households.

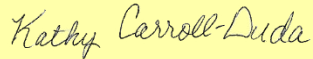
Undercounting population could mean a loss of equal political representation and access to vital public and private resources. For example, a 1% undercount in Illinois would cause a loss in approximate \$122 million and approximately \$38 million in Iowa.

Ms. Fontaine said that the 2020 Census would be the first online Census, which may be challenging to the 23% of the population that doesn’t have internet or has unreliable internet

services. Other challenges include: concerns over the equitable distribution of funds and funding for the Census not being as high as in previous years, and the added citizenship question on the Census form that may deter people from filling out the Census fully or at all. The Doris and Victor Day Foundation is working on a public education campaign to better inform citizens about the importance of the Census.

6. Questions or Comments by Commissioners. Mr. Gradert questioned why Keithsburg was receiving services from Bi-State when they are not paying member dues. Ms. Bulat stated that the Keithsburg project was made possible by the city paying significant grant administration money, and Bi-State staff are receiving training through the process. She also noted Aledo, New Boston, Sherrard, Viola, and Windsor are members even though Mercer County is not. Mr. Gradert advised that he and Mr. Maranda are working to encourage Mercer County to rejoin Bi-State.
7. Other Business. Mr. Schloemer requested that information on the federal-aid swap be presented at the next meeting.
8. Adjournment. The meeting adjourned at 4:44 p.m.

Respectfully submitted,



Kathy Carroll-Duda

Secretary