

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

Wednesday, November 17, 2021, 3:30 p.m.
Rock Island County Office Building
Third Floor County Board Room
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Gallagher – Chair, Beck, Broderson, Dawson, Dunn, Freeman, Heninger, Kinzer, Lack, Lawrence, Matson, Mielke, Normoyle, O’Boyle, Rayapati, Sauer, Stoermer, Thompson, Thoms, Waldron

MEMBERS ABSENT: Breeden, Deppe, Dohrmann, Holmes, Kendall, Maxwell, Mendenhall, G. Moore, R. Moore, Newton, Parker, Roethler, Saucedo, Schloemer, Sherwin

OTHERS PRESENT: Colonel Allison

STAFF PRESENT: Bulat, Burke, Grabowski, Keeney-McGurk, McCullough, Schmid

Chair Gallagher called the meeting to order at 3:31 p.m.

1. Approval of the October 27, 2021 Minutes. Mr. Stoermer moved to approve the minutes of the October 27, 2021 meeting as presented. Mr. Mielke seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending October 31, 2021, noting an ending total bank and book balance of \$539,823.94. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Beck seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mayor O’Boyle presented the bills totaling \$33,044.05, as listed on the following bills listing:

Bills List

Grants Management Systems, Inc. – Annual License & Warranty, Service & Support/Maintenance, 2022 – Payroll & Accounts Payable Systems	\$ 4,630.50
Thomas A. Skorepa, P.C., Administrative Hearing Officer October 2021 services (cost reimbursed by participating member governments)	2,415.00
The Roosevelt Group LLC, October 2021 Legislative Technical Services (cost reimbursed by participating member governments)	15,000.00

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending 2021 American Planning Association (APA) IL State Conference; 1 staff attending; 2022 Transportation Research Board (TRB) Annual Meeting; 1 staff attending Upper Mississippi River Conference; 1 staff attending National Association of Development Organization (NADO) Conference; Oct. 1st Mgrs. & Admin. Mtg. (cost reimbursed by participants); CEO/CAO Mtg. (cost	5,192.91
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reimbursed by participants); Bi-State Regional Commission – 55 th Anniversary Luncheon Event; Software subscriptions; office supplies			
Rock Island County Treasurer			5,805.64
12/2021	Rent	4,979.25	
12/2021	Internet Access	88.00	
11/2021	Managed Print Services	236.12	
10/2021	Postage	358.51	
10/2021	Printing	15.00	
10/2021	Supplies	102.82	
10/2021	Cell Phone	25.94	

Mayor O’Boyle moved approval of the bills totaling \$33,044.05as presented above. Mayor Thoms seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2020-21 Program Budget as of October 31, 2021. Mayor O’Boyle explained the Program Budget Status Report was mailed in members’ packets. The Commission is 33.3% through the fiscal year with 30.7% expended and within budget.
 - c. Contracts/Grants for Consideration. There were no grants or contracts for consideration.
4. Consideration of Bi-State Title VI Non-Discrimination Policy Document. Mr. Schmid reviewed the update to Bi-State Regional Commission’s Title VI Program and Non-Discrimination Policy. All Metropolitan Planning Organizations (MPOs) and Regional Planning Associations (RPAs) must submit policies documenting that the organization and its procedures are consistent with Title VI of the 1964 Civil Rights Act.

Title VI programs are typically updated every three years. Bi-State, covering the urban area and Region 9 in Iowa, seeks an open an inclusive planning process for its documents and programs, conducting outreach to environmental justice populations, namely populations with low incomes, minority residents, and residents with limited English proficiency (LEP). One method of decreasing barriers to public participation Bi-State uses is offering in-person input opportunities in various locations and times, while providing language services and ensuring that facilities are accessible to all.

Bi-State’s Title VI Program was amended in 2020 in response to recommendations from the triennial review in April 2020. At that time, the public involvement process was reviewed by Bi-State and the Iowa DOT to ensure compliance and consistency. Included in the 2021 update, staff members were designated for responsibility of Title VI oversight and data, and mapping updates were completed in the LEP Plan.

Mr. Schmid concluded that upon adoption, the *Title VI Non-Discrimination Policy* document will be submitted to the Iowa Department of Transportation as the lead agency for transportation planning.

- 5. Report on Mapping and Graphics Services and Distribution of New Wall Map. Ms. Keeney-McGurk and Mr. Burke provided an overview of Bi-State’s GIS and mapping services. Geographic Information Systems (GIS) is used to provide Bi-State and its members with geospatial analysis and mapping services. Regional efforts that make use of GIS include long-range transportation planning, the Transportation Improvement Plan, the

Comprehensive Economic Development Strategy (CEDS), QCTrails, and more. Members benefit from technical services such as fact sheets, data collection, grant application maps, and print and interactive municipal maps. Graphic design services are also available.

A highlight of the presentation was the unveiling of the updated 2022 Quad Cities Regional Map. The regional map was last updated in 2015, and covers the Quad Cities metropolitan area. The 2022 edition is Bi-State’s first fully in-house street map – prior editions were contracted out. GIS staff worked with members to ensure the map would be the most accurate of its kind, and it contains hundreds of up-to-date and indexed points of interest. A wall-sized (51” x 42”) map is available now, and a folded version, which will include surrounding communities, is coming soon.

6. Questions or Comments by Commissioners. Mayor Matson brought up the suggestion to alternate meetings between Iowa and Illinois. Ms. Bulat noted that since the meetings have been held in the Rock Island County Office Building for some time, she has requested the use of Bettendorf City Hall’s council room. Mayor Gallagher confirmed that this arrangement would be acceptable.
7. Other Business/Adjournment. There was no other business.
8. Adjournment. The meeting adjourned at 4:00 p.m.

Respectfully submitted,



Diana Broderson
Secretary