

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

Wednesday, June 22, 2022, 3:30 p.m.  
Bettendorf City Hall  
Second Floor Board Room  
1609 State Street  
Bettendorf, Iowa

**MEMBERS PRESENT:** Gallagher–Chair, Bark, Beck, Brunk, Dawson, Dunn, Freeman, Heninger, Kinzer, Lack, Lawrence, Limberg, Matson, Mendenhall, Mielke, Newton, Ortiz, Rayapati, Sauer, Stoermer, Waldron

**MEMBERS ABSENT:** Breeden, Deppe, Holmes, Kendall, Mather, Maxwell, G. Moore, R. Moore, Parker, Roethler, Schloemer, Sherwin, Thompson, Thoms

**OTHERS PRESENT:** Ben Leischner, Executive Director, Quad Cities International Airport

**STAFF PRESENT:** Bulat, Connors, Grabowski, McCullough

Chair Gallagher called the meeting to order at 3:29 p.m.

1. Approval of the May 25, 2022 Minutes. Mr. Beck moved to approve the minutes of the May 25, 2022 meeting as amended. Mayor Thoms seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mr. Brunk presented the Treasurer’s Report for the month ending May 31, 2022, noting an ending total bank and book balance of \$612,361.42. Mr. Brunk moved the report be accepted as written and mailed. Mr. Kinzer seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mr. Waldron presented the bills totaling \$16,938.13, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust VISA credit card expenses related to:	\$6,854.72
1 staff attending June 2022 NADO Summer Board Meeting;	
2 staff attending Quad Cities Business Journal Mid-Year Economic Review;	
May 6th MAC Mgrs. & Admin. Mtg. (cost reimbursed by participants);	
May 25th CEO/CAO Mtg. (cost reimbursed by participants);	
June 2nd QC Riverfront Council Mtg. (partial cost reimbursed by participants);	
(7) TRAFx Infrared Trail Counters;	
Software Subscriptions; Office supplies	

Addendum

CDW-G, LLC, 9 staff upgrades to current Microsoft Office Professional 2021 Software	3,915.18
Rock Island County Treasurer	6,168.23
07/2022	Rent      4,979.25
07/2022	Internet Access      88.00

06/2022	Managed Print Services	239.77
05/2022	Postage	380.09
05/2022	Supplies	455.21
05/2022	Cell Phone	25.91

Mr. Waldron moved approval of the bills totaling \$16,938.13 as presented above. Mr. Beck seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2021-22 Program Budget as of May 31, 2022. Mr. Waldron explained the Program Budget Status Report was distributed at the meeting. The Commission is 91.7% through the fiscal year with 84.3% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following grants/contracts for consideration.
- Contract with Rock Island County Waste Management Agency for Staff Support. The contract is for actual costs and will run from July 1, 2022 to June 30, 2023
  - Contract with Emergency Telephone System Board of Rock Island County for Staff Support. The contract is for actual costs and will run from July 1, 2022 to June 30, 2023
  - Contract with Scott County Kids for Financial Management. The contract is for actual costs and will run from July 1, 2022 to June 30, 2023
  - Grant with Iowa Association of Regional Councils for Iowa Department of Economic Development for planning assistance to local governments. The grant is for up to \$16,176 and will run from July 1, 2022 to June 30, 2023.
  - Grant for staff support and administration for Iowa Department of Health for 5-2-1-0 Community Funding Program in Davenport. The grant is for \$30,000 (\$5,000 for BSRC staffing) for the period July 1, 2022 through June 30, 2023.

Ms. Mendenhall moved approval of the grants/contracts as presented above. Mayor Matson seconded the motion, and it passed unanimously.

- d. Consideration of Recommended FY2023 Commission Planning Budget. Ms. Bulat noted no comments had been received from member governments regarding the proposed FY 23 draft budget and dues structure. She requested salary range adjustments to the proposed budget due to the need to make Bi-State salary ranges more competitive with their counterparts. She presented comparisons from Metropolitan Planning Organizations in Iowa and recommended a \$3,000 increase to grade levels 3-6 at both the bottom and the top of the grade level. The adjustments would cause all current staff, other than the two directors and herself, to receive a \$3,000 increase to their salary as of July 1, 2022. The adjustments would not impact the total revenues or expenditures line items on the proposed FY 2023 budget. The additional \$52,564 in salaries would come off of the Professional Fees line item lowering the funding that would be spent on the addendum to the freight plan. She stated this also would not change the proposed 2.0% increase across the board for all of staff previously proposed in the draft 2023 budget. Accordingly, she presented the adjusted line item budget and the authorized position wage ranges.

Mr. Beck motioned to approve the Recommended FY2023 Program Budget as presented, and Mr. Heninger seconded. The motion passed unanimously.

4. Update on Activities at the Quad Cities International Airport. Mr. Leischner provided an update on activities. There are more than 1,400 people who work on airport property with an economic impact of more than \$700 million. He reviewed monthly passenger numbers from 2018 to 2022. There were 721,999 passengers in 2019 as compared to 306,149 in 2020. The lowest volume was at the outset of the pandemic in April 2020 with a 95% decline in passengers. The year-end volume for 2021 was 493,384. Services to Denver, Minneapolis, and Detroit were temporarily suspended with Denver restarting February 2021 and Minneapolis in June 2021. He noted Delta has not restarted Detroit service, which is on indefinite hold. Overall, the airlines have reduced schedules affecting passenger numbers. As of Thanksgiving weekend 2021, air travel had recovered 94% from 2019 numbers. To offset payroll costs, debt service, and COVID related expenses, the airport has accessed CARES, CRRSAA, PPP, and ARPA funds.

Currently, the airport authority's focus for air service is one providing regional and local business data to supplement data the airlines already access. The airlines continue to grapple with pilot and other staffing shortages, aircraft limitations, and rising fuel costs, which limit new service capabilities. While the industry continues to move toward stabilization, the airport authority has pursued a number of capital investments including: a \$850,000 rapid response vehicle, improved public address system, and \$8 million solar system powering about 50% of the airport's power consumption at no cost to the airport. Another \$10 million runway and taxiway realignment will be completed in November 2022. The project received 100% federal share for this safety project. Under the Rebuild Illinois program, the airport will receive \$5.6 million for two projects: realignment of Indian Bluff Road to address safety concerns and general aviation ramp development. Mr. Leischner shared the status of a \$40 million terminal improvement project focused on redesigning the front facing terminal's curbside drop-off area, ticketing atrium, and baggage areas with the addition of new restrooms to exceed ADA standards and meet user needs.

5. Questions or Comments by Commissioners. There were no additional questions or comments.
6. Other Business. There was no other business
7. Adjournment. The meeting adjourned at 4:20 p.m.

Respectfully submitted,



Scott Sauer  
Secretary