

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

Wednesday, April 26, 2023, 3:30 p.m.  
Bettendorf City Hall  
Second Floor Board Room  
1609 State Street  
Bettendorf, Iowa

**MEMBERS PRESENT:** Brunk – Secretary, Adams, Beck, Callaway-Thompson, Freeman, Heninger, Lack, Lawrence, Limberg, Matson, Maxwell, Mendenhall, Mielke, Newton, Ortiz, Paustian, Rayapati, Sauer, Sorensen, Stoermer, Thompson, Waldron

**MEMBERS ABSENT:** Bark, Breeden, Dawson, Dunn, Gallagher, G. Moore, R. Moore, Parker, Roethler, Schloemer, Thoms, Wise

**OTHERS PRESENT:** Jonathan Ramsdell, Rock Island Arsenal; Kelly Krell, Riverdale City Clerk; Larry Westbrook

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

Secretary Brunk called the meeting to order at 3:35 p.m. and asked for introductions.

1. Approval of the March 22, 2023 Minutes. Mr. Beck moved to approve the minutes of the March 22, 2023 meeting as presented. Ms. Mendenhall seconded the motion, and it passed unanimously.
2. Treasurer's Report. Mr. Maxwell presented the Treasurer's Report for the month ending March 31, 2023, noting an ending total bank and book balance of \$400,516.84. Mr. Maxwell moved the report be accepted as written and mailed. Ms. Mendenhall seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mr. Waldron presented the bills totaling \$26,993.52, as listed on the following bills listing:

**Bills List**

Blackhawk Bank & Trust VISA credit card expenses related to:	\$ 6,780.24
March 17th CEO/CAO Mtg. (cost reimbursed by participants);	
March 28th QCRFC Mtg.; (cost reimbursed by participants);	
1 staff attending 2023 RTAC Spring Conference;	
1 staff attending 2023 NADO & DDAA Washington Conference;	
1 staff attending TransCAD Travel Demand Modeling Training;	
2 staff attending Iowa Bicycle Summit 2023;	
2 staff attending 2023 Economic Development Conference/EDA Denver Region;	
1 staff attending 2023 GMS Accounting Financial Mgmt. Summit;	
Foreign interpreter services/MUNICES;	
Software Subscriptions including Photoshop & Creative Cloud Licenses;	
Office Supplies	

DELL Marketing, L.P. – Purchase of 9 computers:	14,163.06
3 – Precision 5820 Tower	
6 – Optiplex 5000 Small Form Factor	

Addendum

Rock Island County Treasurer		6,050.22
05/2023	Rent	4,979.25
05/2023	Internet Access	88.00
04/2023	Managed Print Services	243.34
03/2023	Printing	160.60
03/2023	Postage	552.79
03/2023	Cell Phone	26.24

Mr. Waldron moved approval of the bills totaling \$26,993.52 as presented above. Mayor Matson seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2022-23 Program Budget as of March 31, 2023. Mr. Waldron explained the Program Budget Status Report was distributed at the meeting. The Commission is 75.0% through the fiscal year with 55.9% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contract for consideration
  - Contract with CPCS for a BSR Freight Commodity Efficiency Study/Plan Data Analysis Addendum. Contract is for \$125,000.00 for the period of 5/1/23-12/31/23.

Mr. Beck moved approval of the contracts and grants as presented above. Mr. Maxwell seconded the motion, and it passed unanimously.

4. Consideration of Adoption of Bi-State Region Comprehensive Economic Development Strategy (CEDS) Progress Report 2023. – Ms. Bulat presented the final draft of the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) Progress Report 2023* that had been distributed to Commissioners at the March 23, 2022 meeting for review and provided to the public on the Bi-State website. Minor comments were received through the 30-day review regarding economic development related projects as noted in the projects list. Revisions were made to the list of Expansions and Dislocations, Recreational Amenities, and Festivals and Events. Also local economic development staff and partners provided updates for the Analysis of the Regional Economy and the Progress Toward Goals.

Mr. Beck moved to approve a resolution to adopt the 2023 CEDS PR, and to submit the report to the Economic Development Administration. Mr. Stoermer seconded the motion, and it passed unanimously.

5. Bi-State Regional Commission 101. Ms. Bulat provided an overview on the Bi-State Regional Commission. She stated the mission of the Commission is to serve as a forum for intergovernmental cooperation and delivery of regional programs and to assist member local governments in planning and development projects. Bi-State is consortium of governments with voluntary members and thus it is not another layer of government or a not-for-profit. It was formed under 28E statutes in Iowa and Joint Action Agency statutes in Illinois.

In 1966, the Commission first began as a two county planning commission to meet the requirements of the Federal Aid Highway Transportation Act of 1962 providing for

cooperative transportation planning in metro areas. In 1972, counties in the metropolitan statistical area were required to join together for HUD 701 Comprehensive Planning so Henry County was added to the Commission. The U.S. Department of Commerce Economic Development Administration began forming regional economic development districts in the 1970's and Muscatine and Mercer Counties joined the Commission.

Bi-State Services to member governments include community and regional programs/services which consists of comprehensive, land use community development/strategic plans; household surveys; park, recreation and greenway plans; and development codes such as zoning and subdivision ordinances. Multi modal transportation long and short range planning and related technical assistance is a large majority of staff efforts. Data and graphic/mapping services consist of fact sheets, marketing brochures and maps for many different purposes. Administrative services include personnel policy research, word processing and payroll/accounting assistance. Grant assistance in the form of research, application preparation and management are also a large part of the services provided.

Regional and intergovernmental programs are comprised of activities such as joint purchasing, riverfront council, regional trail committee, drug/alcohol testing consortium, regional solid waste management planning, traffic safety forum, Comprehensive Economic Development Strategy (CEDS), revolving loan fund (RLF), and regional and metro transportation planning. The Commission has delegated authority to certain committees for final decision making. All of its transportation policy committees program millions of dollars annually. The revolving loan fund boards have lent over \$10 million since the mid "80's to area businesses. And the Great River Trail Council, which is now retired, oversaw 60 miles of trail development from Sunset Marina to Thompson, Illinois.

Ms. Bulat concluded with reasons to cooperate regionally such as to plan more realistically with 22 contiguous local governments in urban area with population of over 300,000. Intergovernmental arrangements may also save money, provide the opportunity to deliver quality services, to achieve greater political/economic clout, to solve a specific problem, or to share scarce federal/state resources.

6. Questions or Comments by Commissioners. There were no questions or comments.
7. Other Business. Mr. Brunk gave Mr. Waldron a certificate of appreciation for his service to the Commission and chairing the Finance and Personnel Committee.
8. Adjournment. The meeting adjourned at 4:04 p.m.

Respectfully submitted,



Richard "Quijas" Brunk  
Secretary